

CAROLINE County

Commissioners

Minutes

Begin: JUNE 28, 1983 (contd)

BOOK # 8

THRU

JAN 2, 1985.

CAROLINE COUNTY GOVERNMENT

APPROVED BUDGET DOCUMENT

FOR

FISCAL YEAR 1984

July 1, 1983 - June 30, 1984

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

COMMISSIONERS

EARL R. BELL
PRESIDENT
CHARLES T. DEAN, SR.
VICE-PRESIDENT
JOHN S. LEGATES

EDWIN G. RICHARDS
COUNTY ADMINISTRATOR

GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

RESOLUTION 83-00 7

CAROLINE COUNTY
APPROVED ESTIMATE OF REVENUES AND APPROPRIATIONS
FOR FISCAL YEAR 1983-84

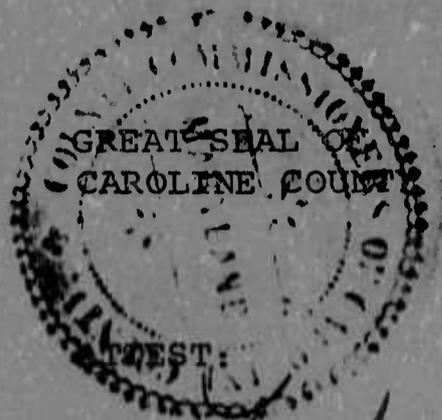
The Approved Budget for Caroline County for the Fiscal Year beginning July 1, 1983 and ending June 30, 1984, as represented by the detailed and fully itemized statement contained within is on this 5th day of July 1983, approved by the County Commissioners of Caroline County, Maryland, sitting as the Board of Estimates of said County.

In accordance with Section 20 of the Code of Public Local Laws of Caroline County, we do hereby certify, having reviewed the estimated schedule of revenues enclosed herein, that this schedule is a correct, thorough, and complete list of all the sources of revenue from which any income to the County will accrue or be derived during the ensuing fiscal year.

We further certify that we have reviewed all requests for appropriations submitted by various agencies and from these have developed an estimated statement of expenditures, enclosed herein, which shows for what purpose and in what amount the money so appropriated is to be expended, each and every expenditure, in our opinion, a necessary and proper estimate.

APPROVED: JULY 5, 1983

BY ORDER OF THE BOARD OF ESTIMATES
OF CAROLINE COUNTY, MARYLAND



Earl R. Bell

EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.

CHARLES T. DEAN, SR.

Leigh Sands

LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS

John S. Legates

JOHN S. LEGATES

*F. Dale Minner, Clerk
7-6-83 @ 3:50 P.M.*

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GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

RESOLUTION 83-008

CONFIRMATION OF LEVY - RETAINING 50% STATE INCOME SURTAX

WHEREAS, the Board of Estimates of Caroline County, Maryland, has carefully ascertained all the various estimates of revenues and expenditures and fixed them in such amounts as they consider proper.

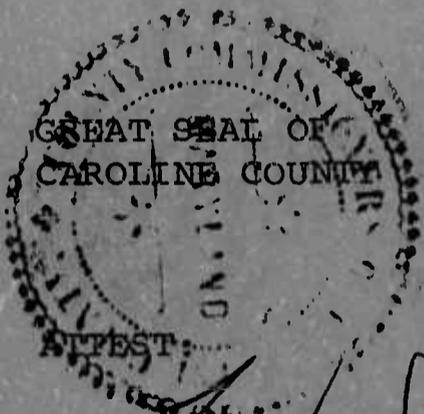
NOW, THEREFORE, IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, To accept, and we hereby do accept, the estimates of revenues and expenditures of the Board of Estimates; and to appropriate those revenues available to the County according to the list of estimates.

IT IS FURTHER RESOLVED, That we confirm the levy in the total amount of \$9,627,170, and the property tax rate for the 1983-1984 fiscal year at \$2.16 per \$100 of assessed valuation.

IT IS FURTHER RESOLVED, That the local income surtax of fifty percent (50%) of the State income tax liability be retained for the 1983-1984 fiscal year.

ADOPTED: JULY 5, 1983

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND



Earl R. Bell

EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.

CHARLES T. DEAN, SR.

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LEIGH SANDS, CLERK TO THE
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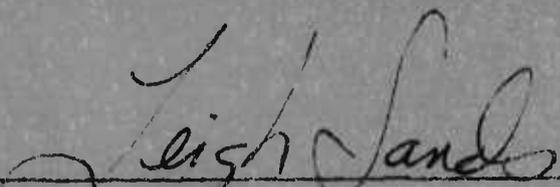
LEIGH SANDS
CLERK

CERTIFICATION

I DO HEREBY CERTIFY That the attached Resolution is a true extract of the minutes of the County Commissioners of Caroline County, Maryland, held on the seventh day of June 1977.

IN TESTIMONY WHEREOF, I subscribe my name and affix the Great Seal of Caroline County, Maryland, on this 5th day of July 1983.

GREAT SEAL OF
CAROLINE COUNTY,
MARYLAND


LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS



CAROLINE COUNTY GOVERNMENT

APPROVED BUDGET DOCUMENT

FOR

FISCAL YEAR 1984

July 1, 1983 - June 30, 1984

7. Dale Minnes, Clerk
7-6-83 @ 3:50 p.m.
DUPLICATE ORIGINAL

BOOK 001 PAGE 349

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

COMMISSIONERS
EARL R. BELL
PRESIDENT
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RESOLUTION 83-00 7

CAROLINE COUNTY APPROVED ESTIMATE OF REVENUES AND APPROPRIATIONS FOR FISCAL YEAR 1983-84

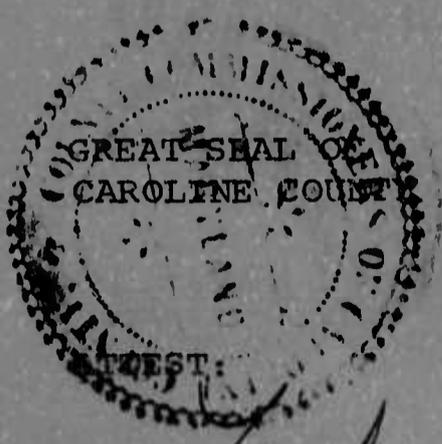
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APPROVED: JULY 5, 1983

BY ORDER OF THE BOARD OF ESTIMATES
OF CAROLINE COUNTY, MARYLAND



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EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.
CHARLES T. DEAN, SR.

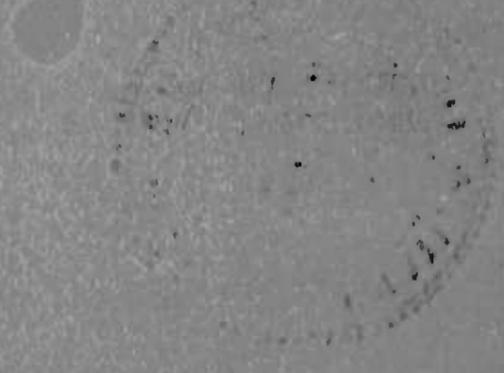
Leigh Sands
LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS

John S. Legates
JOHN S. LEGATES

BOOK 001 PAGE 349

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STATE OF MARYLAND)
CAROLINE COUNTY) SS
FILED FOR RECORD
At 3:50 o'clock P.
On 7-6-1983 And
DULY RECORDED IN LIBER FDM
NO. 01 FOLIO 349 ONE OF THE
Co. Com. Rest. RECORD
BOOKS FOR THE COUNTY AFORESAID
J. Dale Minner CLERK
RECORDING FEE \$ N/C



*7. Dale Minner, Clerk
7-6-83 @ 3:50 P.M.*

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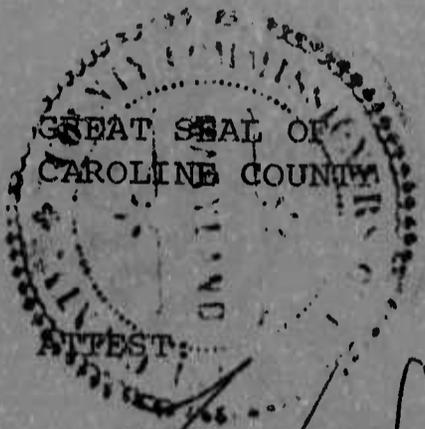
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ADOPTED: JULY 5, 1983

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LEIGH SANDS, CLERK TO THE
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JOHN S. LEGATES

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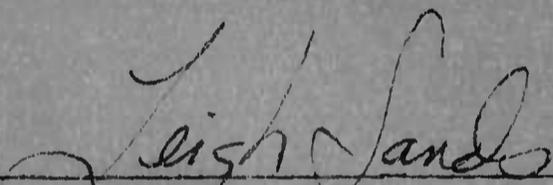
LEIGH SANDS
CLERK

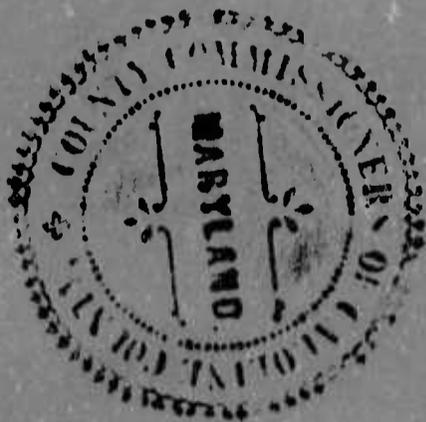
CERTIFICATION

I DO HEREBY CERTIFY That the attached Resolution is a true extract of the minutes of the County Commissioners of Caroline County, Maryland, held on the seventh day of June 1977.

IN TESTIMONY WHEREOF, I subscribe my name and affix the Great Seal of Caroline County, Maryland, on this 5th day of July 1983.

GREAT SEAL OF
CAROLINE COUNTY,
MARYLAND


LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS



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GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

June 13, 1977

R E S O L U T I O N

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CAROLINE COUNTY pursuant to the power and authority contained in Section 283 of Article 81 of the Annotated Code of Maryland do hereby rescind that portion of Commissioners' Resolution 75-078 dated July 1, 1975, setting the local income tax rate at forty (40) percent of the State Income Tax liability.

BE IT FURTHER RESOLVED THAT, AS FURTHER AUTHORIZED and required in Section 283 of Article 81, an Income Tax of fifty (50) percent of the State Income Tax liability is levied upon the residents of Caroline County for the calendar year beginning January 1, 1977, and this rate shall continue in effect for each succeeding calendar year until changed by the Board of County Commissioners of Caroline County on or before July 1st in the calendar year in which the rate is established.

Adopted by the County Commissioners of Caroline County
this seventh day of June, 1977.

COUNTY COMMISSIONERS
OF CAROLINE COUNTY

(SIGNED)

A. CURTIS ANDREW, PRESIDENT

(SIGNED)

RACHEL COLLISON, MEMBER

ATTEST:

(SIGNED)

JANICE M. EDWARDS, CLERK

(SIGNED)

EARL R. BELL, MEMBER

cc: Mr. William Anderson

/tmm

COUNTY COMMISSIONERS
OF
CAROLINE COUNTY

BUDGET FY 1983-1984
ESTIMATED REVENUES

<u>ACCOUNT NUMBER</u>	<u>SOURCE</u>	<u>FY 83-84 REVENUES</u>
1.1	Property Tax	\$ 3,586,000.
1.4	Income Tax	2,315,000.
1.53	Recordation Tax	75,000.
1.59	Mobile Home Tax	15,000.
1.61	Franchise Tax	500.
1.63	Racing Revenue	3,500.
1.64	Liquor & Beer Tax	50,000.
1.65	Tobacco Tax	80,000.
1.66	(SR) State Highway Users Fees	1,350,167.
2.21	Liquor Licenses	42,500.
2.23	Traders Licenses	12,500.
2.31	(SR) Dog Licenses	500.
2.32	Building Permits	25,000.
2.33	Marriage Licenses	2,500.
3.00	Revenue Sharing	410,000.
3.303	Police Protection Aid	93,000.
3.304	State Property Tax	180,000.
3.305	(SR) State Grants Roads	86,311.
3.308	State Park Fees	12,500.
3.310	School Debt Aid	160,285.
3.311	School Community Grant	27,261.
3.313	Civil Defense Grant	15,000.
3.319	Coastal Zone Grant	8,000.
3.320	State's Attorneys Grant	26,995.
3.321	Lotto	-
3.322	EDC Grants	5,600.
4.13	Sheriff Fees	10,000
4.19	Johnsongrass Fees	13,600.
4.22	Telephone 911 Fees	41,500.
4.23	Prisoner Fees	165,000.
4.39	(SR) Pipe Sales	50,000.
4.59	Mosquito Control Fees	13,000.
4.86	Marina Fees	4,500
4.89	Recreation and Park Fees	23,500.
4.90	Vehicle Tags	2,500.
6.1	Interest	15,000.
6.2	(SR) Rents - Leased Industrial Prop	273,460.
6.9	Miscellaneous Revenues	45,000.
6.91	(SR) Road Loan Reimbursement	20,311.
6.92	MILA Loan Reimbursement	92,488.
6.93	Jail Capital Reimbursement	26,569.
	Fund Balance Available	<u>247,623.</u>
	TOTAL REVENUES	\$ 9,627,170.

(SR: Special Revenue Funds)

CHART OF ACCOUNTS
EXPENDITURES

Page 1.

COUNTY COMMISSIONERS
OF
CAROLINE COUNTY

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1983-84</u>	<u>BUDGET</u>
	<u>COUNTY COMMISSIONERS</u>		
10.111	Salaries	\$ 92,500	
10.111.1	Operating Expenses	8,750	
10.111.2	Legal Services	10,000	
10.111.3	County Promotion	3,500	
10.111.4	Association Dues	7,500	
	TOTAL		\$ 122,250
	<u>CIRCUIT COURT</u>		
10.211	Salaries	\$ 30,165	
10.211.1	Operating Expenses	3,000	
10.211.2	Jurors	15,000	
10.211.3	Law Library	3,500	
10.213	Capital	15,000	
	TOTAL		\$ 66,665
	<u>ORPHAN'S COURT</u>		
10.231	Salaries	\$ 5,550	
10.231.1	Operating Expenses	1,950	
10.233	Capital	750	
	TOTAL		\$ 8,250
	<u>STATE'S ATTORNEY</u>		
10.241	Salaries	\$ 59,607	
10.241.1	Operating Expenses	3,500	
10.242.2	IV-D Grant Support Program	34,708	
10.243	Capital	1,000	
	TOTAL		\$ 98,815
	<u>ELECTIONS</u>		
10.411	Salaries	\$ 25,200	
10.411.1	Operating Expenses	6,515	
10.411.2	Legal Services	1,000	
10.413	Mileage	1,500	
	TOTAL		\$ 34,215
	<u>FINANCIAL ADMINISTRATION</u>		
10.521	Salaries	\$ 98,776	
10.511.1	Operating Expenses	9,750	
10.511.2	Audit	18,000	
10.513	Capital	1,500	
	TOTAL		\$ 128,026

CHART OF ACCOUNTS
EXPENDITURES

Page 2

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1983-84</u>	<u>BUDGET</u>
	<u>PLANNING</u>		
10.811	Salaries	\$ 49,696	
10.811.1	Operating Expenses	2,500	
10.813	Capital	6,500	
	TOTAL		\$ 58,696
	<u>GENERAL SERVICES</u>		
10.931	Payroll Processing	\$ 5,200	
10.941	Central Duplicating	7,500	
10.951	Telephones	55,000	
10.961	Postage	11,000	
10.971	Maintenance Contracts	25,972	
10.981	Mileage & Conference Exp.	12,500	
10.991	Insurance	51,500	
10.992	Publications	1,500	
	TOTAL		\$ 170,172
	<u>SHERIFF</u>		
11.121	Salaries	\$ 131,500	
11.121.1	Operating Expenses	13,200	
11.121.2	Operation of Autos	18,000	
	TOTAL		\$ 162,700
	<u>CENTRAL ALARM</u>		
11.241	Salaries	\$ 60,635	
11.241.1	Operating Expenses	500	
11.243	Capital	10,600	
	TOTAL		\$ 71,735
	<u>FIRE COMPANIES</u>		
11.252	Ambulance Grants	\$ 35,146	
11.262	Fire Companies	136,428	
	TOTAL		\$ 171,574
	<u>JAIL</u>		
11.311	Salaries	\$ 277,986	
11.311.1	Operating Expenses	25,100	
11.311.2	Medical Services Prisoners	18,000	
11.311.3	Food - Board of Prisoners	62,400	
11.311.4	Utilities	40,324	
11.313	Capital	15,000	
	TOTAL		\$ 438,810
	<u>PERMITS</u>		
11.411	Salaries	\$ 55,621	
11.411.1	Operating Expenses	4,500	
	TOTAL		\$ 60,121

CHART OF ACCOUNTS
EXPENDITURES

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1983-84</u>	<u>BUDGET</u>
	<u>DOG CONTROL</u>		
11.511	Salaries	\$ 11,500	
11.511.1	Operating Expenses	<u>8,500</u>	\$ 20,000
	TOTAL		
	<u>LIQUOR LICENSING</u>		
11.611	Salaries	<u>\$ 5,500</u>	\$ 5,500
	TOTAL		
	<u>CIVIL DEFENSE</u>		
11.711	Salaries	<u>\$ 17,887</u>	\$ 17,887
	TOTAL		
	<u>PUBLIC WORKS: GENERAL ADMINISTRATION</u>		
12.111	Salaries	\$ 77,860	
12.111.1	Operating Expenses	<u>4,000</u>	\$ 81,860
	TOTAL		
	<u>PUBLIC WORKS: CENTRAL SHOP</u>		
12.211	Salaries	\$ 83,274	
12.211.1	Operating Expenses	21,500	
12.211.2	Fuels & Lubricants	125,000	
12.211.3	Repairs	<u>115,000</u>	\$ 344,774
	TOTAL		
	<u>PUBLIC WORKS: SOLID WASTE DISPOSAL</u>		
12.411	Salaries	\$ 103,697	
12.411.1	Operating Expenses & Rental	<u>20,000</u>	\$ 123,697
	TOTAL		
	<u>PUBLIC WORKS: JOHNSONGRASS</u>		
12.451	Salaries	\$ 11,105	
12.451.1	Operating Expenses	<u>6,400</u>	\$ 17,505
	TOTAL		
	<u>PUBLIC WORKS: MOSQUITO CONTROL</u>		
12.461	Salaries	\$ 4,881	
12.461.1	Operating Expenses	<u>12,000</u>	\$ 16,881
	TOTAL		
	<u>PUBLIC WORKS: ROADS</u>		
12.521	Salaries	\$ 401,000	
12.521.2	Subcontractors: Rentals	5,000	
12.521.3	Construction Materials	<u>226,624</u>	\$ 632,624
	TOTAL		

CHART OF ACCOUNTS
EXPENDITURES

Page 4

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1983-84</u>	<u>BUDGET</u>
	<u>PUBLIC WORKS: COUNTY BLDGS</u>		
12.591	Salaries	\$ 42,432	
12.591.1	Operating Expenses	19,000	
12.591.2	Utilities	24,500	
12.593	Capital	<u>10,000</u>	
	TOTAL		\$ 95,932
	<u>HEALTH</u>		
13.112	Health Department	\$ 206,457	
13.112.1	Developmental Center	32,844	
13.112.2	Health Planning Council	636	
13.113	Capital	<u>15,000</u>	
	TOTAL		\$ 254,937
	<u>SOCIAL SERVICES & INSTITUTIONAL CARE</u>		
15.112	Social Services	\$ 3,000	
15.191	Chesapeake Center Workshop	10,000	
15.191.4	Commission on Aging	1,000	
15.191.5	Upper Shore Aging	<u>16,100</u>	
	TOTAL		\$ 30,100
	<u>EDUCATION</u>		
17.111	Board of Education	\$4,052,611	
17.411	Chesapeake College	<u>164,084</u>	
	TOTAL		\$4,216,695
	<u>RECREATION & PARKS</u>		
18.111	Salaries (regular)	\$ 33,500	
18.112	Salaries (temporary)	35,000	
18.112.1	Operating Expenses - Rec.	8,400	
18.112.2	Fees Generating - Rec. Progs.	23,500	
18.112.3	Operating Expenses - Parks	3,800	
18.122	4-H & Youth Park	5,000	
18.122.1	Caroline Arts Council	<u>2,000</u>	
	TOTAL		\$ 111,200
	<u>LIBRARY</u>		
19.101	Library	\$ <u>230,250</u>	
	TOTAL		\$ 230,250
	<u>EXTENSION SERVICE</u>		
20.102	Extension Service	\$ 43,905	
20.102.1	Operating Expenses	22,795	
20.103	Capital	<u>300</u>	
	TOTAL		\$ 67,000

CHART OF ACCOUNTS
EXPENDITURES

Page 5

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1983-84</u>	<u>BUDGET</u>
	<u>SOIL CONSERVATION</u>		
20.201	Soil Conservation District	\$ 11,000	
20.202	Drainage Maintenance	5,000	
20.203	Capital	<u>24,250</u>	
	TOTAL		\$ 40,250
	<u>ECONOMIC DEVELOPMENT</u>		
22.201	Economic Development	\$ 15,700	
22.201.1	Delmarva Advisory	1,157	
22.201.2	Tourism Council	4,000	
22.203	Capital (Loan-Denton)	<u>2,500</u>	
	TOTAL		\$ 23,357
	<u>DEBT SERVICE</u>		
24.101	Bond Prin & Int (Pr. 1970)	\$ 160,285	
24.102	Bond Prin & Int (1970)	98,560	
24.103	Loans/Sch. Prin & Int	17,870	
24.104	Solid Waste Facil. Bond	23,890	
24.105	County Transportation Bonds	97,067	
24.106	Jail Facilities Bond	87,372	
24.107	Comm College Const Loans	43,533	
24.108	MIDFA Loan, Fed Ind Park	8,228	
24.109	Solo Cup	265,260	
24.110	MILA Shell Buildings	92,488	
24.111	Leased Equipment	108,039	
24.112	Interest Short Term Loans	30,000	
24.113	School Cap Imp Loan 1983	35,000	
24.114	Bond Anticipation Notes	<u>25,000</u>	
	TOTAL		\$1,092,592
	<u>INTERGOVERNMENTAL</u>		
25.901	In Lieu of Bankstock	\$ 3,100	
25.902	Shared Property Tax	68,000	
25.903	Police Protection Aid	<u>15,000</u>	
	TOTAL		\$ 86,100
	<u>EMPLOYEE EXPENSE</u>		
26.201	Retirement & Pension	\$ 100,000	
26.301	Workmens Compensation	53,000	
26.401	Employers Share, Soc Sec	125,000	
26.501	Life Insurance	10,000	
26.601	Hospitalization Benefits	75,000	
26.701	Employee Development	3,000	
26.801	Uniforms	15,000	
26.901	Severance Pay	<u>5,000</u>	
	TOTAL		\$ 386,000

CHART OF ACCOUNTS
EXPENDITURES

Page 6

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1983-84</u>	<u>BUDGET</u>
	<u>CONTINGENCY</u>		
26.902	Contingency Operations	\$ 100,000	
26.903	Contingency Capital	15,000	
26.904	Program Open Space	<u>25,000</u>	
	TOTAL		<u>\$ 140,000</u>
	GRAND TOTAL, FY 1983-84 BUDGET:		<u>\$9,627,170</u>

CAROLINE COUNTY GOVERNMENT

APPROVED PERSONNEL DOCUMENT

FOR

FISCAL YEAR 1984

July 1, 1983 - June 30, 1984

TOTAL AUTHORIZED PERSONNEL

<u>OFFICE</u>	<u>AUTHORIZED PERSONNEL</u>	<u>AUTHORIZED SALARY EXPENSE</u>	<u>DEPT. SHARE OF EMPLOYEES EXPENSE AT 22.5%</u>
County Commissioners	7	\$ 92,500	\$ 20,812
Circuit Court	3	30,165	6,787
Orphan's Court	3	5,550	1,248
State's Attorney's Office	4	59,607	13,411
Financial Administration	8	98,776	22,238
Planning Department	3	49,696	11,181
Sheriff's Department	9	131,500	29,587
County Jail	25	277,986	62,600
Central Alarm	5	60,635	13,642
Registration and Elections	15	25,200	5,670
Permits and Inspections	4	55,621	12,514
Animal Control	1	11,500	2,587
Board of License Commissioners	4	5,500	1,237
Civil Defense	1	17,887	4,024
Public Works	61	724,249	163,050
Recreation and Parks	<u>70</u>	<u>68,500*</u>	<u>15,412</u>
 TOTAL:	 223	 <u>\$1,714,872</u>	 <u>\$386,000</u>

Merit System Full-Time Employees	107
Full-Time Appointed Officials	5
Merit System Part-Time Employees	7
Elected Officials	9
Part-Time Appointed Officials	9
Temporary Employees	74
Non-Merit System Employees	<u>10</u>

AUTHORIZED POSITIONS AT START OF FY '84 221

Less: Positions to be Terminated

After Start of Fiscal Year 1984 9

AUTHORIZED POSITIONS AT END OF FY '84 212

*Does not include salary authorization from fee generated positions.

AUTHORIZED PERSONNEL LIST
ELECTED OFFICIALS AND
NON-MERIT SYSTEM EMPLOYEES

<u>OFFICE</u>	<u>POSITION</u>	<u>AUTHORIZED ANNUAL SALARY</u>	<u>INCUMBENT NAME</u>
<u>COUNTY COMMISSIONERS (4)</u>			
	Commissioner, President	9,500	Bell
	Commissioner	9,000	Dean
	Commissioner	9,000	LeGates
	Temporary Clerk	1,828	Wooters
<u>CIRCUIT COURT (2)</u>			
	Court Recorder	14,500	Worm
	Bailiff	3,500	Wayman
<u>ORPHAN'S COURT (3)</u>			
	Judge	1,850	Schrieber
	Judge	1,850	Trice
	Judge	1,850	Ziegler
<u>STATE'S ATTORNEY'S OFFICE (1)</u>			
	State's Attorney	20,000	Evans
<u>FINANCIAL ADMINISTRATION (1)</u>			
	Treasurer	20,000	Cole
<u>SHERIFF'S DEPARTMENT (1)</u>			
	Sheriff	20,000	Andrew
<u>BOARD OF ELECTIONS (15)</u>			
	Clerk Registrar	9,555	Hardee
	Registrar	8,945	Deaner
	Registrar, Sub. (D)	65	Burr
	Registrar, Sub. (D)	65	Trice, P.
	Registrar, Sub. (R)	65	Yeates
	Registrar, Sub. (R)	65	Brummell, J.
	Custodian	400	Dhue
	Custodian	400	Harris
	President	1,250	Trice, J.
	Member	1,000	Manlove
	Member	1,000	Sparks
	Member, Sub. (D)	300	Fleetwood
	Member, Sub. (R)	300	Cohee

ELECTED OFFICIALS AND
 NON-MERIT SYSTEM EMPLOYEES
 PAGE TWO

<u>OFFICE</u>	<u>POSITION</u>	<u>AUTHORIZED ANNUAL SALARY</u>	<u>INCUMBENT NAME</u>
<u>BOARD OF LICENSE COMMISSIONERS (4)</u>			
	Chairman	900	Mezick
	Chairman	900	Satterfield
	Member	750	Elrick
	Member, Sub.	300	Warfield
<u>PUBLIC WORKS: ROADS (6)</u>			
	Temporary Laborer	1,828	Faulkner
	Temporary Laborer	1,828	McCullen
	Temporary Laborer	1,828	
	Temporary Laborer	1,828	Smith
	Temporary Laborer	1,828	Wothers
	Temporary Laborer	1,828	Toth
<u>RECREATION AND PARKS (67)</u>			
	4-H Custodian	2,500	Shomette
	Custodian	(1 @ \$5.00/Hour)	
	Marina Attendant	(\$40/wk @ 22 weeks)	
	Clerk Typist	5,000	
	Recreation Instructor	(50 @ \$5.00/Hour)	
	Recreation Monitor	(6 @ \$5.00/Hour)	
	Recreation Aide	(8 @ \$3.35/Hour)	

AUTHORIZED PERSONNEL LIST

MERIT SYSTEM EMPLOYEES AND APPOINTED OFFICIALS

FISCAL YEAR 1984

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY '83)</u>	<u>GRADE/ STEP (FY '84)</u>		<u>INCUMBENT NAME</u>
<u>COUNTY COMMISSIONERS (3)</u>					
	County Administrator	15/17	15/17		Richards
	Clerk to the Board	8/1	8/2	July 1, 1983	Sands
	Clerk Typist	3/3	3/4	January 1, 1984	Mitchell
<u>CIRCUIT COURT (1)</u>					
	Legal Secretary	6/1	6/2		Wood
<u>STATE'S ATTORNEY'S OFFICE (3)</u>					
	Administrative Coordinator	8/2	8/3		Schott
	Deputy State's Attorney	11/1	11/2		Kaludis
	Clerk Typist (Part-time)	3/3	3/4		Gray
<u>FINANCIAL ADMINISTRATION (7)</u>					
	Deputy Treasurer	7/10	7/11	Legislation to eliminate position	Lutz
	Account Clerk III	7/7	7/8		Spicher
	Account Clerk II	6/11	6/12		Tribbitt
	Account Clerk I	3/3	3/4		Bennett
	Purchasing Officer	9/11	9/12	to 1/1/84	Scrivnor
	Personnel Administrator	9/4	9/5	to 10/1/83	Thomas
	Clerk Typist	1/1	3/1		Hayman

AUTHORIZED PERSONNEL LIST
PAGE TWO

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY '83)</u>	<u>GRADE/ STEP (FY '84)</u>		<u>INCUMBENT NAME</u>
<u>PLANNING DEPARTMENT</u> (3)					
	Planner/Engineer	13/18	13/19		Visintainer
	Clerk Stenographer II	5/1	5/2		Holden
	Coastal Zone Coordinator	8/3	8/4	to 1/1/84	Krempasky
<u>SHERIFF'S DEPARTMENT</u> (8)					
	Deputy Sheriff, Supervisor	8/2	8/3		Linz
	Deputy Sheriff, Investigator	8/3	8/4		Nagel
	Deputy Sheriff	7/6	7/7		Cooper
	Deputy Sheriff	7/1	7/2		Adams
	Deputy Sheriff	7/1	7/2		Schmitt
	Deputy Sheriff	7/1	7/1	7/1/83	Green
			7/2	1/1/84	
	Deputy Sheriff	6/1	6/1	7/1/83	Meyers
			6/2	1/1/84	
	Deputy Sheriff	6/1	6/1	7/1/83	Wright
			6/2	1/1/84	
<u>CENTRAL ALARM</u> (5)					
	Communications Supervisor	5/7	6/6		Lord
	Communications Clerk	4/8	5/7		Monath
	Communications Clerk	4/7	5/6		Scudder
	Communications Clerk	4/2	5/2		Jarrell
	Communications Clerk	4/1	5/1		Balderson
<u>COUNTY JAIL</u> (25)					
	Administrative Deputy Sheriff	9/2	9/3		Andrew, C.
	Deputy Sheriff	7/6	7/7		Magrogan
	Deputy Sheriff	7/6	7/7		Ramsey
	Clerk	5/4	5/5		Downes, D.
	Clerk	5/2	5/3		Weir

AUTHORIZED PERSONNEL LIST
PAGE THREE

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY '83)</u>	<u>GRADE/ STEP (FY '84)</u>	<u>INCUMBENT NAME</u>
<u>COUNTY JAIL (continued)</u>				
	Clerk (Part-time)	4/4	5/1	Vestrand
	Corrections Officer II	6/1	6/2	Brummell
	Corrections Officer I	5/2	5/3	Condon
	Corrections Officer I	5/1	5/2	Davis
	Corrections Officer I	5/1	5/2	Corsey
	Corrections Officer I	5/1	5/2	Rich
	Corrections Officer I	5/1	5/2	Marvel
	Corrections Officer I	5/1	5/2	Downes, F.
	Corrections Officer I	5/1	5/2	Stafford
	Corrections Officer I	5/1	5/2	Warner
	Corrections Officer I	5/1	5/2	Brown
	Corrections Officer I	5/1	5/2	Baker
	Corrections Officer I	5/1	5/2	Sharp
	Corrections Officer I	5/1	5/2	Burgess
	Corrections Officer I	5/1	5/2	Potter
	Corrections Officer I, Trainee	4/1	5/1	Salmons
	Corrections Officer I, Trainee	4/1	5/1	Wallace
	Matron/Cook	5/10	5/11	Andrew, J.
	Kitchen Helper/Janitor (part-time)	2/7	2/8	Parker
	Kitchen Helper (Part-time)	-	2/1	Jones

PERMITS AND INSPECTIONS (4)

Codes Administrator	11/11	12/13	Thornton
Senior Codes Inspector	8/3	8/4	Lister
Plumbing Inspector (Part-time)		5/1	Schanken
Clerk Typist	3/3	3/4	Hubbard

ANIMAL CONTROL (1)

Dog Warden	2/3	4/1	Bennett
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AUTHORIZED PERSONNEL LIST
PAGE FOUR

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY '83)</u>	<u>GRADE/ STEP (FY '84)</u>	<u>INCUMBENT NAME</u>
<u>CIVIL DEFENSE (1)</u>				
	Administrative Assistant	8/11	8/12	Irwin
<u>PUBLIC WORKS: GEN. ADMINISTRATION (4)</u>				
	Director, Public Works	13/10	14/10	Emerson
	Roads Superintendent	10/22	10/22	MacDonald
	Stock Clerk	5/6	5/7	Ebling
	Clerk Typist	3/5	3/6	Lewis, C.
<u>PUBLIC WORKS: CENTRAL SHOP (6)</u>				
	Auto Services Foreman	9/4	9/5	Levengood
	Auto Mechanic II	7/4	7/5	Garfield
	Auto Mechanic II	7/1	7/2	Milligan
	Auto Mechanic II	7/2	7/3	Monath
	Auto Mechanic II	7/1	7/2	Elliott
	Auto Mechanic I	4/4	4/5	Adcock
<u>PUBLIC WORKS: SOLID WASTE DISPOSAL (11)</u>				
	Foreman	7/2	7/3	Lambert
	Operator	7/20	7/21	Boyd
	Motor Equipment Operator II	5/2	5/3	Meekins
	Motor Equip. Operator I (MEO II)	4/2	4/3	Nelson
			5/3	
	Motor Equipment Operator I	4/3	4/4	Chase
	Attendant	1/11	1/12	Webb
	Attendant	1/10	1/11	Bell
	Attendant	1/5	1/6	Carroll, M.
	Attendant	1/5	1/6	Truxon
	Attendant	1/1	1/2	Carroll, D.
	Attendant	1/1	1/2	Blackwell

to 10/1/83
7/1/83
10/1/83

AUTHORIZED PERSONNEL LIST
PAGE FIVE

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY '83)</u>	<u>GRADE/ STEP (FY '84)</u>		<u>INCUMBENT NAME</u>
<u>PUBLIC WORKS: JOHNSONGRASS (1)</u>					
	Coordinator	6/11	6/12		Beston
<u>PUBLIC WORKS: MOSQUITO CONTROL (1)</u>					
	Mosquito Control Operator	4/1	4/1		Godfrey
<u>PUBLIC WORKS: ROADS CREW (29)</u>					
	Road Supervisor	9/14	9/15	7/1/83	Lewis, N.
			10/9	10/1/83	
	Road Foreman	8/9	8/10	to 10/1/83	Anthony, H.
	Road Foreman	8/9	8/10	to 10/1/83	Fountain
	Road Foreman	8/6	8/7	to 10/1/83	Bickling
	Assistant Road Supervisor		9/-	10/1/83	-
	Assistant Road Supervisor		9/-	10/1/83	-
	Construction Foreman (MEO IV)	8/9	8/10	7/1/83	Tinley
			7/20	10/1/83	
	Motor Equip. Operator III (MEO IV)	6/19	6/20	7/1/83	Trice
			7/12	10/1/83	
	Highway Markings Specialist	6/13	6/14		Cole, C.
	Motor Equipment Operator III *	6/13	6/14	Light duty/disability	Cole, H.
	Motor Equipment Operator III	6/12	6/13		Pinder
	Motor Equipment Operator III	6/11	6/12		Blades
	Motor Equipment Operator III	6/1	6/2		Porter
	Motor Equipment Operator II	5/14	5/15		Reed
	Motor Equipment Operator II	5/14	5/15		Murphy
	Motor Equipment Operator II	5/14	5/15		Willis
	Motor Equipment Operator II	5/4	5/5		Arnie
	Motor Equipment Operator II	5/4	5/5		Wells
	Motor Equipment Operator II	5/3	5/4		Arthur
	Motor Equipment Operator II	5/13	5/14	to 12/1/83	Cobb

* Position to be carried through January 1, 1984 at which time determination to be made by Personnel Review Board.

AUTHORIZED PERSONNEL LIST
PAGE SIX

<u>OFFICE</u>	<u>POSITION</u>	GRADE/ STEP (FY '83)	GRADE/ STEP (FY '84)		<u>INCUMBENT NAME</u>
<u>PUBLIC WORKS: ROADS CREW (Cont.)</u>					
	Motor Equipment Operator I	4/17	4/18		Schulties
	Motor Equipment Operator I	4/13	4/14		Butler
	Motor Equipment Operator I	4/12	4/13		Copper
	Motor Equipment Operator I	4/12	4/13		Holland
	Motor Equipment Operator I	4/6	4/7		Werner
	Motor Equipment Operator I	4/4	4/5		Jewell
	Motor Equipment Operator I	4/2	4/3		Carbo
	Motor Equipment Operator I	4/1	4/2		Corker
	Highway Worker II	3/17	3/18		Dust
	Highway Worker II	3/2	3/3		Motter
	Highway Worker II	3/1	3/1	to 10/1/83	Anthony, A.
	Highway Worker II	3/1	3/1	to 10/1/83	Wood
	Janitor (Part-time)	Temp.	1/1		Cagle
<u>PUBLIC WORKS: COUNTY BUILDINGS (3)</u>					
	Custodian	4/11	4/12		Brummell
	Janitor	2/5	2/6		States
	Building/Maintenance Repairer	6/2	6/3		Hutson
<u>RECREATION AND PARKS (3)</u>					
	Director	10/5	10/6		Whaley
	Coordinator	7/1	7/2		Walbert
	Clerk Typist	3/2	3/3	to 10/1/83	Sharp

the public an opportunity to comment on the proposed budget and to ask questions concerning the relationship of revenue sharing to the rest of the budget. Mr. Richards stated the Commissioners have been notified by the federal government that they can expect to receive approximately \$410,000 during FY 1983-84. As they have done in the past, the Commissioners propose to deposit these funds in the general fund budget and use them to reduce the property tax rate, Mr. Richards said. He added that revenue sharing is the county's third largest source of revenue. President Bell called for comments on the proposed budget and proposed use of revenue sharing funds. None were received. (One staff member and one media representative comprised the audience.) There being no further discussion the hearing was adjourned.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners unanimously adjourned the meeting into closed session at 1:50 p.m. to meet with Terenda Thomas, personnel supervisor.

The meeting reconvened in open session at 2:30 p.m.

There being no further business, the meeting was adjourned.

Leigh Sands
Leigh Sands
Clerk

July 5, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of June 28, 1983 were approved. Vouchers 19711-19793 for the period ending June 30, 1983 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following contingency fund check was unanimously approved for release: \$1,139.71 - Easton Steel Service, Inc. - material for soccer goals and volleyball net stands.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following contingency fund check was unanimously approved for release: \$20.00 - Voshell Brothers - bales of straw for dredging projects.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following contingency fund check was unanimously approved for release: \$10.50 - Nagel Farm & Soil Service - lime used for dredging projects.

The above contingency fund items will be reimbursed through Program Open Space.

By unanimous consent, the Commissioners signed Abatement or Deduction from Tax Roll forms 1435-1463, and Increase or Addition to Tax Roll forms 993-995.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on a Maryland Department of Natural Resources Coastal Zone Management Contractual Agreement effective July 1, 1983 through December 31, 1983. The State agrees to provide to Caroline County funds not to exceed \$8,000 for the administration of the local coastal zone program.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following terms of office were assigned to the recently appointed members of the Private Industry Council: John Shults, one year; A. T. Blades, two years; Robert E. Blades, three years.

Mr. Richards reported the following:

1. As a result of recommendations by Jim Scrivnor, purchasing officer, the County's insurance carrier has made changes in coverage that will save the County an estimated \$5,000 annually in premium costs.
2. Current U. S. Department of Labor statistics show that the unemployment ratio in Caroline is about two percent lower than the same time last year, and lower this month than last.
3. The Maryland Department of Human Resources has notified the County that federal funds are available through the Emergency Jobs Act for emergency food and shelter services. The County is requested to take full responsibility for administering the program, or designate a local administering agency. More information is needed before a decision can be made.

At 10:00 a.m., as advertised, the Commissioners held a bid opening for project #CC-53183, renovation of Goldsborough House, Gay Street, Denton. The following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>	<u>Delivery Date</u>
Nuttle Lumber Company Denton, Maryland (represented)	\$17,810.25	(none specified)
Mike -n- Joe Construction Company Denton, Maryland (represented)	\$33,168.60	60 to 90 calendar days

The bids were referred to staff for evaluation.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on a Program Open Space Application and Project Agreement for the development of three acres of Preston Elementary School community park as follows: "A backstop, dugout and outfield fencing are to be provided along with spectator bleachers. A soccer field with goals and nets will also be designated." Seventy-five percent of the total cost of \$12,500 will be paid by the State, the remaining \$3,125 by the County.

At 10:15 a.m., as advertised, the Commissioners held a bid opening on project #CC-6883, ballpark fencing for Denton and Preston Elementary Schools. The following bids received were read aloud, and recorded: (Required Completion Date: August 17, 1983)

<u>Bidder</u>	<u>Base Bid</u>
Burris Fence Seaford, Delaware	\$19,670.00
Anderson Fence Marion, Maryland	21,878.00
Nuttle Lumber Company Denton, Maryland (represented)	25,155.00
Long Fence Capitol Hts, Maryland (represented)	26,468.00

The bids were referred to staff for evaluation.

The spreading of treated sewage sludge on a farm on Woodyard and Hecht roads was discussed. The Commissioners will request a report from Dr. John Grant, health officer, following his inspection of the site.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on an agreement dated July 5, 1983 with E. Stewart Mitchell, Inc., contractor, wherein contractor agrees to supply asphalt and perform all the contract work described in the Contract Documents under bid number #CC-51183 and to comply with the terms therein for the following amounts:

RS3K (New Work With Distributor)	\$0.603 per gallon
RS3K (Retreat With Distributor)	0.603 per gallon
RC-250 (Patch Drums)	1.053 per gallon
RS3K (Patch With Distributor)	0.603 per gallon

The FY 1983-84 Caroline County Government Budget Document, which includes the FY 1983-84 Personnel Document, was presented for adoption. Following review and discussion, Mr. LeGates made a motion to approve and sign Resolution 83-007, Caroline County Estimate of Revenues and Appropriations for Fiscal Year 1983-84, which was seconded by Mr. Dean, and carried. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Resolution 83-008, Confirmation of the Levy - Retaining 50% State Income Surtax, was unanimously approved and signed. The grand total of the FY 1983-84 budget is \$9,627,170. The entire Budget Document is attached, and is an official part of the Commissioners' Minutes of this date.

President Bell stated the revenues were not underestimated in preparing the budget. "This budget is bare bones," he said. "Next year we may have to increase the tax rate if there is no other way possible."

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved payment vouchers 19797-19515 for the period ending July 5, 1983. Payroll checks 10510-10671 were approved for release.

The Commissioners met with Lt. Governor J. Joseph Curran, Jr., Althea O'Connor, director of the Maryland Association of Counties, and J. Hugh Nichols, MACO secretary and Howard County executive. Governor Curran said that next year will be the year for state-local relationships, referring to such issues as the public education and transportation formulas, and police aid. The Governor offered his assistance in resolving problems with State agencies, and in working with legislators, adding that Caroline would be treated as one twenty-fourth of the whole, not as a small county. Ms. O'Connor discussed the activities that will be taking place in preparation for the 1984 General Assembly.

* * * LUNCHEON ADJOURNMENT * * *

At 1:30 p.m., as advertised, the Commissioners held a public hearing on the proposed establishment of Tanyard Public Drainage Association. Edgar Todd, Soil Conservation Service engineer, recited the chronology of petition filing, appointment and activities of the Board of Drainage Viewers, and the preparation of the Viewers' Report. Mr. Todd traced the course of the proposed 8.3 mile ditch on an aerial map and read aloud the names of the benefitted property owners and the location of the ditch on their property. He explained that 75% federal funding is currently available for construction costs, that the County is willing to share 10% of the cost, and that the taxables would be responsible for 15% of the construction cost and maintenance cost. Mr. Dean said the County share would be paid on an as-available basis, and that the FY 1983-84 and part of FY 1984-85 funds were already earmarked for other drainage association. Mr. Todd read aloud the findings of the Board of Drainage Viewers. (The viewers were not in attendance.) He emphasized the taxables' responsibility for annual maintenance of the ditch. He informed the taxables that although project loan authorization must come from the Commissioners, the source of the loan and the payback schedule are the decision of the taxables. Mr. Todd read aloud for each taxable the number of benefitted acres and the pro-

portion of the construction cost he would have to pay. Each taxable was asked for a voice vote either for or against organization of Tanyard Public Drainage Association. The results of the voice vote, including comments submitted by those unable to attend the hearing are as follows: For - 4; "Not against" - 2; Against - 6. The Commissioners decided to defer decision until after meeting with the Board of Drainage Viewers on July 19.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on an invitation-to-bid on project #CC-63083, corrugated aluminum alloy pipe and corrugated asphalt-coated metal pipe to be used in culvert and drainage work.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved and signed a letter to James Roberson, Maryland Department of Economic and Community Development, which states that the County Commissioners hereby apply for a Maryland Industrial Land Act Loan in the amount of \$768,160 to be used for the planning, acquisition and development of the Denton Industrial Park. The application is in keeping with the Commissioners' letter of intent dated June 6, 1983, and the State's letter dated June 16, 1983. The completed application, together with all required attachments and materials, is being submitted to Ms. Judy Martincic, DECD. Mr. Richards said the State will notify Caroline whether or not funds are available, at which point the Commissioners can decide if they want to participate in the project.

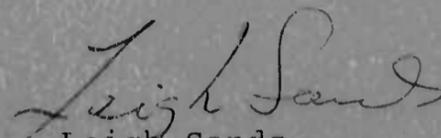
Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved and signed an Application for Participation in the Supplemental Public School Construction and Capital Improvement Loan of 1983 to enable the Board of Education to obtain \$344,000 to accomplish roof and energy conservation-related projects at Preston Elementary, Riverview Middle, Colonel Richardson High, North Caroline High, Greensboro Elementary, and Denton Elementary.

Mr. Richards said he received a letter from George Sands, library administrator, informing him of the availability of grant money under the federal Emergency Jobs Bill that could be used for the renovation of the Federalsburg Branch Library, a project included in recent legislation authorizing a County bond issue. Grant money may provide as much as \$180,000 of the estimated \$300,000 project cost. Renovation would include the following items: new heating plant, separate restroom facilities for men and women, insulation and storm windows, fire escape, waterproofing and drainage for exterior of building. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized Mr. Richards to pursue grant funds for the Federalsburg Library renovation.

Mr. Richards said the insurance consultant has submitted a proposed pension consolidation plan that will simplify administration and reduce overall cost. Mr. Richards will prepare a comparative summary of benefits and features requested and those proposed for evaluation by the Personnel Review Board and the County Commissioners. If employees approaching retirement take advantage of the plan's provision for early retirement, the number of employees being terminated could be reduced, Mr. Richards said.

Mr. Richards is awaiting more information on the MACO workmen's compensation pool and the reassignment of the Denton armory lease.

There being no further business, the meeting was adjourned at 3:30 p.m.


Leigh Sands
Clerk

July 12, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of July 5, 1983, were approved. Vouchers 19516-19584 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on Contractor's Application for Payment #1 to Carl J. Williams & Sons, Inc., in the amount of \$6,686.10 for work done on shell building #2, Federalburg Industrial Park, as recommended by Jim Scrivnor, purchasing officer, on the basis of the architect's certification.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the bid of the Nuttle Lumber Company, Denton, for project #CC-53183, Goldsborough House renovations, contingent upon Nuttle's correction of certain minor bid irregularities prior to contract signing, as recommended by Mr. Scrivnor. The contract will be awarded for an amount not to exceed \$15,000 (\$2,810.25 less than Nuttle's bid), the amount allocated for this project in the FY 1983-84 budget. Nuttle's was the lowest responsible bid submitted; all other bids were rejected. The Health Department will make recommendations to the Commissioners on portions of the project to eliminate in order to reduce the cost to the amount allocated.

As recommended by Mr. Scrivnor, and upon a motion made by Mr. LeGates, and seconded by Mr. Bell, the Commissioners unanimously accepted the bid of Burris Fences, Seaford, Delaware, in the amount of \$19,670 for project #CC-6883, ballpark fencing. The bid contained two defects determined to be minor irregularities. This was the lowest responsible bid; all others were rejected.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed 1983 tax roll certifications for the following public drainage associations: Adams Reed, Baltimore Corner, Bee Tree, Broadway, Bullock Robinson, C. G. R., Cedar Lane, Chicken Bridge, Coolspring, Edinburg, Additions to Edinburg, Faulkner's Branch, Harrington Beaverdam, Henderson, Hill Road, Hubbard Cohee, Joiners Branch, Long Marsh, Newport Meadow, Oakland, Smithville, Sullivan's Branch, Temple Road, and Trice Towers.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized William A. Cole, county treasurer, to destroy the 1982 tax bills for Trice Towers Public Drainage Association. The bills were prepared but never mailed. The 1982 assessments have been combined with those of 1983.

Carl Thornton, codes administrator, discussed mobile home tie-downs, as requested by President Bell. Mr. Thornton described the regulations contained in the Zoning Ordinance, which have been in effect since 1977. Inspections are conducted to insure compliance, he said. Enforcement procedures were discussed. The courts have upheld retroactive applicability of codes, Mr. Thornton said, which would allow the Commissioners to require tie-downs on all mobile homes if they so desired. President Bell expressed concern that too much of the county's woodland is being cut down, and commented that it may be advisable to consider requiring a permit for clearing large parcels of land.

Mr. Richards reported that Blue Cross/Blue Shield has increased their rates by approximately seventeen percent for the new contract year. An increase of fourteen and one-half percent was budgeted for based on available information. Contracts will be presented for signature in the next several weeks.

Mr. Richards circulated a Soil Conservation Service report by Lloyd Thomas, design section leader from the regional headquarters in Pennsylvania. Mr. Thomas recommends acceptance of the contractor's work performed on the Cedar Lane Public Drainage Association ditch despite objections from Barney Watson, Cedar Lane's contracting officer. Mr. Thomas stated in his report that the spoil was spread in accordance with contract specifications, and that the minor erosion along the top of the channel will be corrected by tillage operation and normal maintenance.

At 11:00 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned the meeting into closed session to discuss their employment contract with the economic development administrator.

The meeting of the County Commissioners reconvened in open session at 11:10 a.m.

County Treasurer William Cole asked the Commissioners why they had not discussed with him their plan to request legislation to eliminate the position of deputy treasurer before it was made public knowledge on July 5. "Why do I have to find out from the press the things that affect my office?" he said. Mr. Richards said it was his understanding that one of the Commissioners had informed Mr. Cole, and apologized for any misunderstanding. A summary of subsequent comment follows.

Cole: My office is the same size it was twelve years ago, although the workload has increased thirty percent. Do you honestly think I can operate with one person less? This plan came to light after my criticism that certain employees were being overpaid.

Richards: Two years ago I recommended to the Governmental Study Commission that all accounting should be handled by one office and that all employees in that office be under the merit personnel system. I said that the current treasurer has performed adequately, and the change should not be made until after he left office. The treasurer should then be replaced by a finance officer. Since 1974, three auditing firms have indicated that current accounting practices are inefficient, and that because of the complexities of today's procedures, a unified accounting system is probably the best answer. The first step would be to bring the deputy (now appointed by the treasurer) under the merit system. Whether or not one employee could be eliminated would require further study. In recognition of the deputy's twenty plus years of service, the person eliminated would not be her.

Cole: This is an absolute spite move - an attempt to reduce my influence and authority.

Richards: My recommendation was made after a great deal of consultation with experts in the field. Nothing has been done out of spite. I operate on a very professional level. You never came in public or in private to me or the Commissioners with your criticisms. They were done on the street.

Cole: I had discussions with you and I have witnesses to prove it. You have no knowledge of the amount of work our office does. I want to do my job as I have always done it with as little interference as possible. You are talking about eliminating almost half my work force, when there are many jobs in county government that could be eliminated and you wouldn't notice the difference.

President Bell: All right, I would like a list.

Cole: Ed has engineered this employee build-up in the county, everybody knows it. We have a different philosophy. I believe in doing with as little as we can.

Commissioner Dean: Can't you cut back on your workload? Computers can help out with that type of work now.

Cole: Our workload has increased every year. (Enumerated types of work done.) Each of these must be processed by hand several times. You just don't understand.

Richards: I stand by my recommendation that the two offices should be consolidated, and I have the full support of three auditors. I ask you to be open-minded. We have a difficult year ahead of us. I've attempted to respect your philosophy, which you are entitled to as an elected official, but the County Commissioners have the right to listen to both you and me.

* * * * *

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized Treasurer Cole to collect the state taxes on Solo Cup Company and to waive the county taxes, in accordance with the county's agreement with Solo Cup. Mr. Richards said the lease with Solo will be expiring in several years, and that the question of renegotiation will have to be addressed.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on a Program Open Space application and project agreement for the development of 5.13 acres of Ridgely Park to include two multi-purpose ball fields, soccer field, and required landscaping. The state will pay seventy-five percent of the \$14,800 cost. The county will pay the \$3,700 balance.

Mr. Richards informed the Commissioners of a letter of appreciation from Elinor Whaley, director of recreation and parks, to Russell Dukes, marina attendant, for his commendable efforts in maintaining Choptank marina.

Mr. Richards said Teresa Barry of the State Office on Aging has informed him that there are no restrictions on the use of the Denton armory other than those already in the lease. Ed Pelosky, Denton town manager, has agreed to manage the building this summer.

Mr. Richards circulated the schedule of payments on the \$344,000 borrowed from the state for school improvements. The county must appropriate \$43,000 annually until 1997 for debt service. Since the county only budgeted \$35,000 this year, the exact amount required being unknown, the Board of Education will have to pay the difference.

The Commissioners approved the hosting of the regional Civil Defense meeting at the Caroline Country Club. All costs will be paid by the individuals attending.

Mr. Richards said the preliminary auditor's report indicates that the FY 1982-83 budget will be underexpended by \$200,000, even though the county did not receive \$100,000 in anticipated federal grant funds. The amounts budgeted for property and income tax revenues were right on target, he said.

At 12:05 p.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Bell, unanimously adjourned the meeting into closed session to discuss a personnel matter.

The meeting of the County Commissioners reconvened in open session at 12:25 p.m.

There being no further business, the meeting of the County Commissioners adjourned.

Leigh Sands
Leigh Sands
Clerk

July 19, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Alan Visintainer, Acting Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 12, 1983 were approved. Vouchers 19585-19656 were approved for payment, except voucher 19601, which was held over. Payroll checks 10674-10843 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, Alan Visintainer was designated acting county administrator until the return of Edwin Richards.

President Bell said he received a letter from a citizen opposing his reimbursement from travel to and from county work, and that he would send the author of the letter a copy of the law providing for travel reimbursement.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on a contract extension between the County Commissioners and Paul S. Wise, economic development program administrator, effective through June 30, 1984. Mr. Wise's work schedule is increased from two days to two and one-half days, and his annual compensation for services is \$8,500, to be appropriated from the EDC budget.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$50 - Charles Schuyler - weed control at Greensboro Senior League Park.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$30.47 - David Melchior - reimbursement for expenses incurred in purchase of supplies for Program Open Space projects.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners requested Elinor Whaley, director of Recreation and Parks, to obtain more information regarding possible past authorization of the former Choptank marina manager to have the rent-free use of one boat slip for the rest of his life.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on an agreement with Nuttle Lumber Company for renovation of the Goldsborough House, Gay Street, Denton, in accordance with contract documents for a sum "not to exceed \$15,000 and will be adjusted from \$17,810.25 by a change order." The work shall be completed within 90 days of starting date.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on a contract change order with Nuttle Lumber Company regarding the Goldsborough House renovation. The contract price was decreased by \$2,811.23, bringing the revised contract price to \$14,999.02 in total.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on purchase order #1779 to Talbot Communications in the amount of \$4,009 (\$2,004 county share; \$2,005 federal share) for provision of all materials and labor for the installation of one radio base to link Caroline and Dorchester counties. This support equipment is needed to enhance the Caroline County Civil Defense communications. This will be a sole source purchase as an add-on to the existing service contract with Talbot Communications dated October 30, 1979.

Barney Watson, contract officer for Cedar Lane Public Drainage Association, thanked the Commissioners for authorizing the assistant state's attorney to provide him with a legal opinion regarding his duties. He said he is still dissatisfied with the ditching project, and requested the Commissioners' assistance in correcting alleged deficiencies concerning sedimentation, erosion, and pollution. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously directed Mr. Visintainer to request an inspection and written report from Dr. John Grant, health officer, on the quality of the water in the ditch.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized payment of bill #21 in the amount of \$136.54 for benefits from the Chicken Bridge Public Drainage Association project. Ten acres of woodland and 15.7 acres of cropland of the Holly Road landfill property receive benefits from the project.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed Supplemental Public School Construction and Capital Improvement Agreement, Loan of 1982. State funds in the amount of \$344,000 will be obtained in order to accomplish energy conservation and roof-related improvements at seven county schools.

Carl Thornton, codes administrator, reported on two State home ownership programs soon to be in effect. The Home Ownership Development program requires two percent local government funding for each \$100,000 made available to its citizens, which the County can recover through program administration fees. Mr. Thornton recommended that the Commissioners participate instead in the Mortgage Purchase program that starts in August because of the greater availability of funds and the lack of a local cost-sharing requirement.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on a State Parks and Recreation Area Development grant, which specifies the terms under which the North Carolina High School horticulture students will perform the planting of trees and shrubs in public park areas. Ms. Whaley obtained a total grant of \$16,022: \$9,628 for materials and \$6,397 for labor.

Following luncheon adjournment, the Commissioners reconvened their meeting at 1:00 p.m. to discuss possible modification of the proposed Tanyard Public Drainage Association ditch with Kenneth Fishell, James Gargani, and Edwin Meredith, Board of Drainage Viewers, and Edgar Todd, Soil Conservation Service civil engineering technician, as a result of objections from taxables at the July 5 public hearing. Following review of location maps and the Viewers' Report, the Commissioners authorized Mr. Todd to obtain the approval or disapproval of all taxables regarding the proposed complete elimination of Tributary 1, the partial elimination of Tributary 2, and the reduction of benefits on Tributary 3. The Viewers were agreeable to these proposed changes. Mr. Todd will report back on the results of his survey.

At 2:00 p.m., and as authorized by Article 76A, Section 11(a)(4), Annotated Code of Maryland, the Commissioners upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into close session to discuss a Federalsburg Industrial Park matter with Mr. Visintainer and Mr. Wise.

There being no further business, the meeting was adjourned.

Leigh Sands
Leigh Sands
Clerk

July 26, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of July 19, 1983, were approved. Vouchers 19601 and 19657-19694 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously abated the 1983-84 Caroline County real property taxes in the amount of \$82.94 for the Greensboro Cemetary Association, Inc., as previously agreed upon, and in response to a request by Jack Boulais, secretary to the Association.

Reverend Kenneth Bedell, chairman of the Caroline County Health Planning Committee, and Jeanne Trice, Caroline County Public Library information and referral specialist, presented the Commissioners with copies of the new Directory of Health Resources. The directory was compiled as a pilot project of the library's Consumer Health Information Center and the Health Planning Committee using grant funds provided by the Eastern Shore Regional Library. Thirteen thousand copies have been printed and will be distributed widely.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on a letter to Richard Howell, chairman of the Upper Shore Private Industry Council, that urges the Council to provide funding in its FY 1984 budget for economic development activities by the Chesapeake Country Economic Development Corporation. Chesapeake Country has greatly enhanced Caroline County's ability to participate in marketing activities and to attract new business to the area.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on purchase order #1784 to Joseph T. Richardson, Inc., Harrington, Delaware, as final payment in the amount of \$8,298.20 for the Caroline County Public Library roofing project.

Mr. Richards presented the following items for the Commissioners' information: July 1983 major purchase project report by purchasing agent Jim Scrivnor; First National Bank of Maryland asset and cash statement on the County Roads pension fund; July 1983 agenda, minutes and committee reports for Upper Shore Aging, Inc.

Mr. Richards informed the Commissioners that the State is attempting to shift the funding responsibility for the Health Planning Council to the counties. Caroline is one of the few counties currently making a voluntary contribution to the Council (\$636 allocated for FY 1983-84). The Maryland Association of Counties will be lobbying in favor of State retention of the primary funding responsibility.

The Commissioners met with Jack Lehman, analyst with the Maryland Division of Fiscal Research, to discuss the fiscal note process. In 1968, the General Assembly passed a law requiring that a legislative bill cannot be voted on unless accompanied by a fiscal note. The notes give the Assembly a reliable estimate of the impact of each bill on the revenues and expenditures of state and local jurisdictions. Mr. Lehman said his division has a continuing interest in the Commissioners' opinion on local issues, and feels closer communications would be helpful in devising more equitable funding formulas. Mr. Lehman inquired about the extent to which the county would benefit if the income tax was raised, a local sales tax established, or the new Lotto game continued. Mr. Richards stated that none would be significantly advantageous. Present tax structures force the county to rely on limited local resources. Unless this philosophy is changed, he said, the county will continue

to be economically distressed. The county's biggest problem is education funding, he said, and described the county's involvement in two recent court cases that challenged the state's current Lee-Maurer funding formula. Although adequate in 1971, the formula lacks the scope to provide relief in severely inflationary times. The state should be working toward equal teachers' pay for equal services on a state-wide basis, Mr. Richards continued. In order for Caroline teachers to achieve equity, annual funding in the amount of \$60,000 per percentage point would be necessary, and Caroline is ten to twenty percentage points behind the rest of the state. A second area in which equalization is needed is programming and services. Any tax increase should be dedicated entirely to education funding, he concluded.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on a lease for one dollar's consideration between the County Commissioners as lessor and the Caroline County Developmental Center as lessee for land and improvements currently occupied by the Center in the Seventh Election District near Ridgely. The term of the lease shall commence on July 1, 1983, and shall terminate on June 30, 2082, or sooner if the property ceases to be used to develop and administer programs for the mentally retarded. Lessee is fully responsible for improvements, maintenance, repairs, utilities, taxes, water/sewer assessments, and insurances. Lessor agrees to assist lessee in obtaining financing for construction of a new facility on the leased premises so long as lessor is not required to pledge full faith and credit; and furthermore authorizes lessee to raze the existing building. The current lease between the parties as it pertains to annual rent due lessor shall stay in effect until the anticipated new construction is completed.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners authorized submission to the Personnel Review Board of a proposed amendment to Chapter V, "Salary Administration," of the Personnel Rules and Regulations, as follows: (Mr. Dean abstained.)

Proposal: Shift Differential

A shift differential will be paid to any employee who:

- 1) Reports to work at 12:00 midnight and works until 8:00 a.m.; or
- 2) Is scheduled and reports to work on a Sunday.

The rate of the differential is twenty cents per hour, and will not be compounded in cases of overtime.

* * * LUNCHEON ADJOURNMENT * * *

At 1:30 p.m., as advertised, the Commissioners held a public hearing on the proposed establishment of a new, reorganized Cook Banning Public Drainage Association, and dissolution of the existing organization due to extensive property ownership changes. Edgar Todd, Soil Conservation Service engineering technician, recited the chronology of petition filing, appointment and activities of the Board of Drainage Viewers, and the preparation of the Viewers' Report. Mr. Todd traced the course of the proposed 1.45 mile ditch on an aerial map and read aloud the names of the benefitted property owners, and the findings of the Viewers. (Viewer Robert Cohee was in attendance.) The total cost of the construction project is \$11,200; the cost to the taxables is \$1,850. Mrs. Henry F. Nagel was in attendance on behalf of most of the eight other taxables on the ditch. She requested the Commissioners to establish the new organization and dissolve the existing one. There being no other taxables in attendance, and no further comments or questions, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously confirmed the Viewers' Report as presented and declared the new Cook Banning Public Drainage Association to be officially established. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously dissolved the old Cook Banning Public Drainage Association established on September 22, 1964.

Mr. Todd informed the Commissioners that he would be accompanied by Rhett Grant, SCS district supervisor, and two of the viewers when visiting the Tanyard Public Drainage Association taxables.

The Commissioners met with William Cooper, chairman of the Central Alarm Board, and Brad Horsey and Harold Ebling, board members, regarding the operation of the 911 emergency communications system. Mr. Richards was informed that on one occasion several weeks ago the front entrance of the jail was not locked and the operators were concerned about their safety. Mr. Richards replied that it was the responsibility of the operator on duty to immediately report the incident to her supervisor and of her supervisor to report it to Mr. Richards, which procedure was not followed. The operators feel they are performing some duties which are rightfully the responsibility of the sheriff's deputies and clerks. The operators report that cross-training has not taken place as they were told it would. Although the operators are now able to assist in police communications, the sheriff's personnel have not received training in fire and ambulance communications. Mr. Richards said Richard Vestrand has been scheduled to cross-train the sheriff's personnel. Other incidents he is completely unaware of because they have not been reported to him as they should have been. Mr. Richards will meet with supervisor Freda Lord for an update on problems and report back to Commissioners on corrective action taken.

There being no further business, the meeting of the County Commissioners adjourned.

Leigh Sands
Leigh Sands
Clerk

August 2, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Alan Visintainer, Acting County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of July 26, 1983, were approved. Vouchers 19695-19751 were approved for payment. Payroll checks 10846-11010 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$509.56 - Preston Elementary PTA - reimbursement for playground equipment, lumber and materials to be used by Recreation and Parks at another site (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners designated Alan Visintainer as Acting County Administrator and Tammy M. Mitchell as Acting Clerk.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners appointed Mrs. Leonard Schevel, Preston Road, Federalsburg, to the Board of Social Services for a three-year term retroactive to July 1, 1983 and ending on June 30, 1986, to fill a long-standing vacancy.

The Commissioners unanimously agreed to have Jeanne Trice, president, Board of Election Supervisors, meet with them during their regular meeting of August 16, 1983, to discuss the hiring of two deputy voting machine custodians.

At 9:30 a.m., the Commissioners welcomed the six Eastern Shore delegates and members from the Division of Employment Security. Fred Pritchett, Job Service, explained that funds have been allocated in the FY 1984 budget for three Job Service positions in

Caroline County, but that does not include the staff for an unemployment insurance office; although that possibility may be explored. Delegate Mitchell expressed the delegation's true interest in locating an employment office in Caroline County, and assured the Commissioners a solution would be forthcoming within thirty to sixty days. Secretary Brent Johnson was unable to attend the meeting, but will be working closely with the delegation. President Bell asked if there was adequate space in the District Court/Multi-Service Center (DC/MSD), and how much space was required for the office. Mr. Pritchett explained there should be at least 700 square feet of working area. Delegate Ashley suggested looking for another building to rent. President Bell stated he feels the employment office should be located in the DC/MSD with other State offices, and assured Job Service and the delegation space would be made available. The Commissioners thanked everyone for their support and efforts.

Paul Wise, economic development administrator, presented the Commissioners with a Job Training Plan, Upper Shore Service Delivery Area Preliminary Submission, grant application in the amount of \$635,533. Fred Pritchett, Job Service, passed out to the Commissioners a Program Fact Sheet outlining the programs monies are being spent on. Mr. Pritchett explained that sixteen JTPA council members (three Caroline citizens which the Commissioners appointed) devised this plan for submission to the State of Maryland Department of Training and Employment, which after approved will be sent to the Governor's office. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on the above-mentioned document.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized James Scrivnor, purchasing officer, to open bids for corrugated aluminum alloy pipe and corrugated asphalt-coated metal pipe, Bid #CC-63083, in an outside meeting room, as advertised at 10:00 a.m. Tammy Mitchell, acting clerk, to be present during bid opening and to record bids.

The Commissioners met with Clarence (Dutch) Stull, mayor of Federalsburg, to discuss utility rates in the Federalsburg Industrial Park. The Town of Federalsburg wants to switch the service now provided to Federalsburg Industrial Park by Choptank Electric to Delmarva Power and Light. Mayor Stull said Choptank Electric won the contract for servicing the Park "by the flip of a coin." The town is just as concerned with recurring outages as it is with the variance in rates, he told the Commissioners. Mr. Stull said Delmarva Power and Light serves the remainder of Federalsburg, but the town seems to have had less trouble than the businesses in the Industrial Park. He said he would like to see a "combat team" formed between Federalsburg, Caroline County, and the Eastern Shore delegation. Commissioner Dean said letters were received here at one time from the Governor and the Public Service Commission to the effect that both parties have "washed their hands of the matter"; these are the two controlling groups, and they can't do anything. Mr. Dean instructed the clerk to locate those letters. Delegate Horne proposed to contact the Public Service Commission for a meeting with the Town of Federalsburg and the County Commissioners to determine their position concerning this matter and how it can be resolved. The Commissioners gave Delegate Horne their unanimous consent. He will be contacting them with a date and time.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously appointed Alan Visintainer, county planner/engineer, and Paul Wise, economic development administrator, as voting directors of the Board of Directors of the Chesapeake Country Economic Development Corporation from September 1983 to September 1984, as recommended by the Caroline County Economic Development Commission.

James Scrivnor, purchasing officer, read aloud bids on Bid #CC-63083, as opened and recorded at 10:00 a.m. Only three bids were received out of a possible fifteen. They were as follows:

<u>Firm Names/Addresses</u>	<u>Base Bids</u>
Armco Bowie, Maryland (represented)	\$25,109.76
Lane Metal Products Company Bealeton, Virginia	\$28,951.32
Republic Steel Corporation Arnold, Maryland	\$24,848.44

The bids were referred to staff for further evaluation.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell provided the signature of authority on a letter to Susan Dill, mayor of Denton, which states the Commissioners have reviewed the proposed comprehensive rezoning plan submitted by the Town of Denton, and have no objections. Mr. Visintainer explained the reason for their signature is that this property is presently outside Town limits and should Denton's annexation be approved, the land could not be rezoned for five years without the Commissioners' authorization. This letter authorizes the proposed rezoning plan, but does not endorse the annexation being proposed.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously deferred discussion and/or decision on the Sick Leave payment request until the regular meeting of August 16, 1983; at which time they will be more informed on the issue.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on Purchase Order #2286, to Scott Landscaping Service and Supply, Butler, Pennsylvania, for portable fencing in the amount of \$3,024 (in addition to original fencing contract), as submitted by Elinor Whaley, Recreation and Parks director (to be reimbursed through Program Open Space).

There being no further business, the meeting of the County Commissioners adjourned at 11:00 a.m.

Tammy M. Mitchell

Tammy M. Mitchell
Acting Clerk

August 9, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Alan Visintainer, Acting County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the minutes of the previous regular meeting of August 2, 1983, were approved. Vouchers 19752-19881 were approved for payment.

Gordon Mears, general manager of Choptank Electric Cooperative, met with the County Commissioners to provide them with a summary of the electric rate issue from his company's perspective.

According to Mr. Mears, rate cases have been filed with the Maryland Public Service Commission by both the Delmarva Power & Light Company and Choptank. He stated that the DP&L case results from a recent Federal Power Regulatory Commission decision that DP&L has discriminated against wholesale customers (such as Choptank) in favor of retail industrial users. The result, if approved by the PSC, will be to increase the rate to DP&L's industrial users. The pending Choptank case, if approved, will reduce the rate to large industrial users by shifting part of the rate load to smaller industrial and commercial users. These rate cases will probably be acted on before the end of 1983.

Mr. Mears provided the following comparison of existing and projected electric charges to Solo Cup for the past month. Although these figures show that Solo Cup is currently paying more for Choptank's service than DP&L's, approval of the pending rate cases will result in a decrease in Choptank's rate (for Solo) and an increase in DP&L's rate.

Recent Monthly Cost

	<u>Choptank</u>	<u>DP&L</u> (if serving Solo)	<u>DIFFERENCE</u>
Existing Rate	\$80,840	\$61,700	+ \$19,140
Projected Rate	\$71,540	\$81,600	- \$20,060

Mr. Mears also explained that recent reports of "outages" in the Federalsburg Industrial Park consisted in reality of "blinks" of one-fifth of a second duration. Outages have not occurred in over a year.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release:
\$22.33 - Denton Hardware - supplies and materials for Program Open Space projects.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release:
\$100.45 - Nuttle Lumber Company - supplies and materials for Program Open Space projects.

The above contingency fund expenditures are reimbursable by Program Open Space.

Dr. Dennis Taylor and Scott Brumburgh of the Coastal Resources Division of the Department of Natural Resources gave a slide presentation on three areas proposed for designation as estuarine sanctuaries. The three areas are King's Creek, Talbot County; Hog Island, Caroline County; and Horn Point, Dorchester County. The ecological health of Maryland waterways and of their impact on the Chesapeake Bay will be studied, including the effects of agricultural practices, dredging, trapping, and of dug-out ponds. The proposed sites are already conservation areas. Messrs. Taylor and Brumburgh requested the Commissioners' endorsement of the Hog Island designation (following study), stating that the Talbot and Dorchester governing bodies have already given preliminary approval for designations in their counties. The Commissioners' endorsement will be valuable in obtaining grant funds and in working with citizens' groups and local agencies, such as Planning and Health.

Mr. Dean said he was in favor of anything protecting natural resources. President Bell inquired about demands that may be placed on the Planning Department. Mr. Visintainer replied that their primary obligation will be to provide background material, a request easily accommodated. The Commissioners deferred decision until the return of Commissioner LoGates.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners signed a proclamation declaring September 1983 as Hunger Month in Caroline County, as requested by the Maryland Food Committee, a private, non-profit organization.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on purchase order #2180 in the amount of \$8,442 to E. Stewart Mitchell, Inc., for 14,000 gallons of RS3K Asphalt, ticket #013746, at \$.603 per gallon.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on purchase order #2181 in the amount of \$6,030 to E. Stewart Mitchell, Inc., for 10,000 gallons of RS3K Asphalt, ticket #013772, at \$.603 per gallon.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on purchase order #2183 in the amount of \$5,427 to E. Stewart Mitchell, Inc., for 9,000 gallons of RS3K Asphalt, ticket #013902, at \$.603 per gallon.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on purchase order #2187 in the amount of \$7,236 to E. Stewart Mitchell, Inc., for 12,000 gallons of RS3K asphalt, ticket #021867, at \$.603 per gallon.

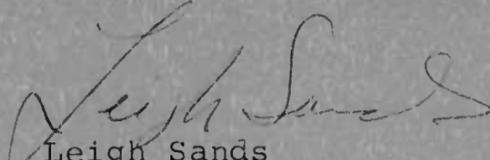
Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners authorized a invitation-to-bid on project #CC-8383, aluminum bleachers for Denton, Preston, Ridgely, and Greensboro elementary schools, and for Riverview Middle School.

At 10:40 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. Bell, adjourned into closed session to meet with Agnes Orban, member of the Caroline County Board of Social Services, and Margaret Myers, Maryland Board of Social Services, regarding the local board.

At 11:15 a.m., the meeting of the County Commissioners reconvened in open session.

At 11:16 a.m., and as authorized by Article 76A, Section 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. Bell, adjourned into closed session to meet with Roland Kent, George Nier, Thomas Eveland, Harvey Fleetwood, Louis Andrew, Charles Andrew, and Garrett Dawson regarding Civil Case 83-2804, U.S. (Maryland) District Court, Buchanan v. Eveland, et al; Case No. 82-2-1780 and Adversary No. 83-0815B, Thompson Builders, Inc. v. Caroline County, et al.; and Civil Case 4237 American Paving Corporation v. Caroline County, et al.

At 12:40 p.m., the meeting reconvened in open session. There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

August 16, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:45 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the minutes of the previous regular meeting of August 9, 1983, were approved. Vouchers 19882-19963 were approved for payment. Payroll checks 11013-11175 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release: \$2,952.92 - Department of Human Resources - unemployment benefits to former employees for quarter ending June 30, 1983 (FY 1983 expense).

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release: \$81.15 - Peoples Bank of Maryland - collection of bonds and coupons for FY 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release: \$6.99 - Western Auto Store - supplies for beautification projects (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release: \$8.77 - Greensboro Hardware, Inc. - supplies for beautification projects (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners authorized the Maryland Division of Coastal Resources to study the Hog Island marsh area and to designate it an estuarine sanctuary if appropriate.

At 9:50 a.m., and as authorized by Article 76A, Section 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. Bell, unanimously adjourned into closed session to meet with County Attorney George Nier regarding Buchanan vs. Eveland.

At 10:15 a.m., the meeting reconvened in open session.

President Bell provided the signature of authority on Contractor's Payment #2 for project #8202, pre-engineered metal building #2 for the Federalsburg Industrial Park, to Carl J. Williams & Sons, in the amount of \$174,100.50.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on Contract Change Order #1 for project #8202 in the amount of \$515 (increase) for the addition of two-inch insulation to the inside of the wall where loading is located, and of a rub-down finish on the outside of the wall section.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners accepted the low bid of Republic Steel Corporation Drainage Products Division, Arnold, Maryland, in the total amount of \$24,848.44 for project #CC-63083B, corrugated asphalt-coated metal pipe. All other bids were rejected.

By unanimous consent, President Bell provided the signature of authority on a Maryland Job Training Partnership Act Statement of Concurrence for Service Delivery Area Designation for the period July 1, 1983, to June 30, 1985.

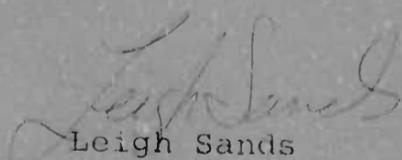
Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners unanimously appointed Robert Willey, Denton, as a member of the Private Industry Council to serve in the category of "economic development organization representative." Mr. Willey will replace John Shults, who resigned.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners granted additional borrowing authorization in the amount of \$5,706.88 to the Board of Managers of Sullivan's Branch Public Drainage Association to cover the cost of pipe needed to complete the job. The Commissioners authorized \$38,450 earlier this year for the ditching project.

At Commissioner Dean's request, Elinor Whaley, director of Recreation and Parks, discussed sources of available funds should the County be interested in constructing boat slips near the Denton bridge. Grants in the amount of \$25,000 can be obtained through the legislature and \$5,000 grants through State Waterway Improvements; 50/50 State cost-sharing funds can also be applied for. Ms. Whaley has already obtained a \$5,000 grant and has applied for a \$25,000 grant, both for improvements to existing construction. Ms. Whaley will check with the funding agencies she is familiar with, and will try to locate funding sources for new recreation construction projects. The Town of Denton will be contacted regarding any plans they may have for the Crouse Park area. President Bell suggested Ms. Whaley contact former Choptank Marina boat slip renters and inform them of the improvements to the marina.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on an agreement with the Maryland Department of Education for "Distribution of Commodities and Funds for Emergency Food Assistance," Federal jobs bill program. The sponsoring agency is the Board of County Commissioners. The administering agency is the Caroline County Board of Social Services.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

August 23, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:50 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the minutes of the previous regular meeting of August 16, 1983, were approved. Vouchers 19964-20010 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following contingency fund check was approved for release: \$480 - Yaffe & Offutt Associates, Inc. - evaluation of alternative medical plans (a FY 1983 expense).

The Commissioners met with Ruth Heitmuller, chairman of the Personnel Review Board, Donald Nagel, employee representative member, and Harry Cole, member. Ms. Heitmuller read aloud a statement on behalf of the board citing instances where they felt the Commissioners had not followed the procedures set forth in the Personnel Ordinance and the Personnel Rules and Regulations, and urging the Commissioners to rescind these actions and reconduct them according to procedures. The following sections were cited by the board:

1. Ordinance, 7-3 Promotion: Opportunities for promotion to a recently vacated County Roads position were not given to all county employees.
2. Rules, 229 Position Allocation: New County Roads positions were assigned to pay scale without the required input from the board.
3. Rules, 404.2 Maintenance of Classification Plan: Upgrades were authorized without the required input from the board.
4. Rules, 1202.4 Employees: Laid-off employees did not receive a copy of the personnel transactions affecting them. Some were not first informed by management, but by the press or co-workers.

It was generally agreed by all that the Commissioners have the right to initiate some actions and the Personnel Review Board the final decision in some circumstances, but Ms. Heitmuller stated that the board should be provided with appropriate paperwork on a timely basis in order to perform their advisory functions. Mr. Richards stated that decisions affecting non-merit system positions are outside the purview of the Personnel Review Board. It was agreed that the board would submit their objections in written form to the Commissioners, and that Mr. Richards would meet with the board to discuss procedures.

James Lednum and Joseph Tinley, retired county employees, requested that the Commissioners grant the same Blue Cross/Blue Shield coverage to retired county employees (approximately 15) as is received by retired county teachers. Mr. Lednum said he currently pays \$70 quarterly for coverage. President Bell said he was unaware of the discrepancy, that he believed in treating employees equally, but that he wished he had been made aware of the situation before the budget was struck. The Commissioners deferred decision pending the return of Commissioner LeGates.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners accepted the bid of Peoples Bank, Denton, on a \$1,250,000 line of credit at 7.25% per annum effective until October 1, 1984, and rejected all other bids submitted.

At 10:25 a.m., and as authorized by Article 76A, Section 11 (a)(6) and 11(a)(7), the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. Bell, unanimously adjourned the meeting into closed session to meet with George Nier, county attorney, regarding pending lawsuits.

The meeting of the County Commissioners reconvened into open session at 11:15 a.m.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners approved and signed a statement in the Board of Education budget document that they approve the recommended budget for fiscal year 1984. President Bell signed a certification stating that the following appropriations from county sources have been approved: current expense \$9,422,023; capital outlay \$34,765; debt service \$160,285.

By unanimous consent, President Bell provided the signature of authority on the following purchase orders to E. Stewart Mitchell for RS3K asphalt at \$.603 per gallon: #3934 - 6,000 gallons, ticket #028216-#028223 \$3,618; #3935 - 8,000 gallons, ticket #028359-#28246 \$4,824; #3936 - 10,000 gallons, ticket #028467-#023349-023347 \$6,030; #3937 - 8,000 gallons, ticket #028544-#028564 \$4,824; #3938 - 10,000 gallons, ticket #028607-#028618-#028631 \$6,030; #3960 - 10,000 gallons, ticket #028884-028686 \$6,030; #3961 - 12,000 gallons, ticket #028820-028823-028839 \$7,236.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners approved payment of a consultant's fee in the amount of \$5,000 to A. D. Benefit Plans, Inc., Baltimore, for research, study, analysis and development of a consolidated Caroline County Government pension plan and trust, and preparation of supporting documents. The Commissioners instructed that the fee be paid by Maryland National Bank from the County pension trust.

Elinor Whaley said that the Waterway Improvement Agency will soon notify her regarding available funds for Denton boat slips. She reported on two supplementary funding projects as follows:

1. Arts Grant: \$4,000 has been obtained from the Caroline County Council of Arts and the Maryland Arts Council, which will cover 1/3 of the cost of a three-part cultural arts program. (The additional funds will come from user charges, donations and local agency contributions.) "Creative Arts for the Non-Artist" will provide instruction in fine and performing arts such as sculpting, drawing, dancing, and drama, including summer drama for teens. Approximately 480 registrants can be accommodated over the one-year period of classes and workshops. "The Sounds of Music" will provide six concerts at the two county high schools. A nominal entrance charge will be made. "Performing Arts in Schools" will further enable the department to cooperate with school principals and interested PTA groups to schedule performances of artists during the school day. Proposed performances include children's theatre, a dance troupe, puppetry, mime and "living" artists.
2. Recreation and Parks participated in the 1983 Summer CETA program coordinated locally by the Caroline County Board of Education, to provide employment for four county youths in need of jobs. The crew worked Monday through Thursday nine hours a day for 26 days at schools and community parks. Tasks performed include clearing a nature/jogging trail and footpaths, identifying trees with plaques, weeding, trimming, and pruning, painting playground equipment, removal of many bags of debris, and assisting at the North Caroline greenhouse. Local funds in the amount of \$1,125 were paid to the work crew supervisor, and \$2,125 in CETA funds to crew members.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on a General Local Health Services Agreement with the Department of Health and Mental Hygiene for the period July 1, 1983, to June 30, 1984. Under the terms of the Case formula, the state will provide \$290,253, and the county \$188,482. The county also provides funds for Health Department services not eligible for cost-sharing under the formula.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners authorized payment to the Kent County Commissioners of one-half of the \$1,732 annual premium cost of policy 99-ML938097508, Physicians and Surgeons Professional Liability Insurance, for Dr. John A. Grant, health officer, who serves both counties.

Mr. Richards reported on the following: (1) The renovation of the offices of the clerk of circuit court are nearly complete, and will run approximately \$1,500 over the estimated \$6,000 cost. (2) The Interagency Committee on School Construction has approved \$99,000 from the next bond sale for roof and energy-related projects in Caroline schools. Since debt service was not provided for in striking the budget, the Board of Education has agreed to pay first-year debt retirement costs in order to obtain the bond funds. (3) A recently completed study of the state pension systems recommends procedures that will allow for reduction of unfunded liability at a consistently lower payment level over the next ten years, which if implemented, should free up more money for state aid. The county had previously been informed that it must begin paying \$35,000 annually for the next thirty-six years for the six county employees who elected to remain with the state system. This requirement should be re-evaluated in light of the results of the study.

Upon a motion made by Mr. Bell, and seconded by Mr. Dean, the Commissioners approved the name of Edmund Phillips, Federalsburg, for submission to the governor as a candidate for the recently vacated position of alternate on the Property Tax Assessment Appeals Board.

By unanimous consent, President Bell signed on behalf of the Commissioners as property owner an Application for Temporary Class C Permit submitted by the Denton Chamber of Commerce for their annual Governor's Day. The permit allows the distribution of beer at the 4-H and Youth Park on September 14, 1983, from 1:00 p.m. to 5:00 p.m.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, President Bell provided the signature of authority on letters accepting Blue Cross/Blue Shield annual contract renewal rates effective September 1, 1983, for Group #(S)369 Blue Shield Dental, and #(S)V869 Blue Cross, Major Medical, Diagnostic, Blue Shield, and Blue Shield C. Although the dental insurance rates did not increase, the remaining coverage costs increased from 5.22% to 18.26%.

Mr. Richards reported on an accident involving a Sheriff's deputy. There were no apparent injuries.

The Commissioners, after reviewing available information, made the following determination on a request by former Choptank marina manager Lloyd Price for the gratis use of one lifetime boatslip: Gratis use of slip #50 will be granted to Lloyd Price through November 1985 for a boat titled to and used by Lloyd Price. Privilege of use is non-transferrable. All rules and regulations in effect during the period of use shall be complied with.

At 12:10 p.m., and as authorized by Article 36A, Section 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. Bell, adjourned into closed session regarding pending litigation.

At 12:30 p.m., the meeting reconvened into open session.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

August 30, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of August 23, 1983, were approved. Vouchers 20011-20085 were approved for payment. Payroll checks 11178-11324 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$3,255.55 - Nuttle Lumber Company - final payment for work completed in offices of Clerk of Circuit Court.

Commissioners met with Jeanne Trice, chairman, Board of Election Supervisors, members Theodore Manlove and Edward Sparks and the board alternates, regarding the Board's request for funds to hire two deputy voting machine custodians. Ms. Trice said they feel it necessary to have deputies in the event either of the regular custodians quits or is unable to perform his duties. Considerable training is required and cannot be provided on short notice. The alternative in an emergency situation is hiring an out-of-state professional at great cost. Custodians must be knowledgeable of inspecting and setting up the machines, and capable of making emergency repairs at the polls. A custodian's salary is \$400 annually and \$500 in an election year. State law requires the presence of one custodian from each political party. Ms. Trice said the request for deputy custodians was included in the Board's FY 1984 budget submittal and that they have not received notification from the Commissioners of their budget allocation.

By unanimous consent, Commissioners signed Increase or Addition to Tax Roll forms 996-1010 and Abatement or Deduction From Tax Roll forms 1464-1472.

At 10:00 a.m., the Commissioners held an advertised bid opening for project #CC-8383, outdoor bleachers for five public schools. The following bids received were publicly opened, read aloud and recorded:

<u>Bidder</u>	<u>Bid</u>
Guy Bitting, Inc., Harrisburg, PA	\$15,469.50
Southern Bleacher Company Graham, Texas	11,580.00
General Recreation, Inc. Newtown Square, PA	10,531.00
Alperstein Brothers Washington, DC	12,675.00

The bids were referred to staff for evaluation.

Lester Coble, Health Department sanitarian, briefed the Commissioners on sludge permit activity in the county. He recently visited the Fuchs and Callahan farms with other county and state officials. Sludge has not yet been delivered, and he wished to examine the land to see if additional restrictions on application were justified. Both farms were found suitable for application. Mr. Coble can recommend restrictions, but only the State Department of Health and Mental Hygiene has authority to impose them. Mr. Coble feels Blue Plains sludge is safe, but application frequency must be closely monitored to keep the chemical compounds accumulating in the soil at safe levels. In response to local concerns, the State is now evaluating more factors, such as water table level, before issuing permits. Alan Visintainer, county planner, said the State has assigned only three inspectors to the Eastern Shore, and the inspectors have duties they must attend to in addition to sludge monitoring. Mr. Coble reviewed sludge application methods, and the pending application of the Farrell farm. Mr. Visintainer said the State has decided to allow the sludge application company to spread the material on the soil's surface in Caroline, in contradiction to what county officials were told earlier, and despite their recommendation against surface spreading. He urged the Commissioners to lobby the State for increased local authority in sludge matters.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell provided the signature of authority on Supplemental Watershed Work Plan Agreement No. 41 between Cook Banning PDA, the Maryland Department of Natural Resources, and the U.S. Department of Agriculture. The Agreement includes Cook Banning in the Marshyhope Watershed and enables them to receive federal funding.

At 11:20 a.m., and as authorized by Article 76A, Sections 11(a)(7) and 11(a)(1) of the Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates and seconded by Mr. Bell, unanimously adjourned into closed session to meet with County Attorney George Nier regarding litigation, and Charles Emerson and Marvin MacDonald, Public Works, regarding personnel.

The meeting reconvened in open session at 11:55 a.m.

Upon a motion made by Mr. LeGates, and seconded by Mr. Bell, the Commissioners authorized payment for unused sick leave in the amount of \$303.10 to George Adams, County Roads MEO I, who retired effective July 1, 1983, after ten years of service.

Upon a motion made by Mr. LeGates, and seconded by Mr. Bell, the Commissioners appointed Douglas Everngam, new member of Nier, Jarrell & Hubbard, as deputy county attorney to serve at the Commissioners' pleasure under the same conditions as Robert Jarrell and James Hubbard, as set forth in a memorandum from Mr. Nier dated January 4, 1983.

Mr. Richards reported that the 911 system was not functioning properly over the weekend. The equipment has since been repaired. Mr. Richards said county staff will be meeting with C & P representatives to discuss recent problems.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners granted manufacturer's tax exemptions/credits to the following applicants for the FY 1983-84 tax year.:

<u>Company</u>	<u>Exempted Property</u>	<u>Exemption Eligibility Period</u>
Coastal Chocolate, Inc. Ridgely	Bottling Plant	FY 1979-88
Kern Shelter Products, Inc. Federalburg	Plant and Warehouse	FY 1979-88

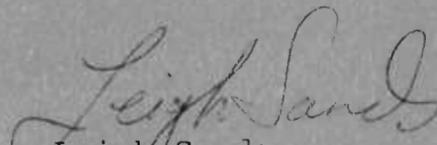
<u>Company</u>	<u>Exempted Property</u>	<u>Exemption Eligibility Period</u>
Saulsbury Brothers, Inc. Ridgely	Warehouse and Loading Dock	FY 1976-85
	Cold Storage Bldg. (D. D. Davis)	FY 1980-90 (½ yr: 1990)
Saulsbury Service Stations, Inc. (Electro Therm, Inc.) Denton	1975 Plant and Office Addition	FY 1975-85 (½ yr: 1985)
Shoreman Food Technologies, Inc. Federalburg	Crumb Plant Addition to Crumb Plant & Loading Dock	FY 1978-87 FY 1982-91
Solo Cup Company Federalburg	Manufacturing Plant	FY 1975-85
Technitrol, Inc. Greensboro	Addition to Plant	FY 1982-92 (½ yr: 1992)
American Syn-Fuels, Inc. Federalburg	Ethanol Distillery	FY 1982-87 (½ yr: 1987)

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners reappointed Jean-Louis Marchand to the Board of Social Services for a second three-year term expiring June 30, 1986.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners again designated John LeGates as the County Commissioner representative on the Board of Social Services for a one-year term expiring June 30, 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Bell, the Commissioners denied the request of the Board of Election Supervisors for funds to employ two deputy voting machine custodians. Mr. Dean abstained because he feels State law is not clear on the Commissioners' authority on Election Board budget matters.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

September 6, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the minutes of the previous regular meeting of August 30, 1983, were approved, with clarification of the paragraph pertaining to the Board of Election Supervisors. Vouchers 20086-20087, dated August 30, 1983, and 20088-20138, dated September 6, 1983, were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the following check drawn against the contingency fund was approved for release: \$18.48 - Easton Steel Service, Inc. - equipment to construct soccer goals (reimbursable through Program Open Space).

Kristi Cliff, commenting as a private citizen, stated that she is very unhappy with the State's plan to construct a grade crossing with a stop sign at the intersection of the Route 404 bypass and River Road. It will be extremely difficult to cross the road, and those attempting to do so will be tempted to take chances, she said. County Planner Alan Visintainer, who had researched the history of

the Denton bypass, said the State has never given any indication in its plans and public hearings that a grade crossing would be constructed. He and Ms. Cliff recommended that the Commissioners write to the Department of Transportation, with a copy to Governor Hughes, strongly objecting to the change in plans.

Mr. Visintainer said two different firms wish to purchase shell building #2, Federalsburg Industrial Park, and a sale in the very near future looks promising.

Upon a motion made by Mr. Dean, and seconded by Mr. Bell, the Commissioners adopted Resolution #83-009, Shift Differential, as follows. The resolution will be effective as soon as the necessary payroll changes can be made.

RESOLUTION #83-009
SHIFT DIFFERENTIAL

WHEREAS, on July 26, 1983, the Commissioners authorized submission to the Personnel Review Board of a proposed amendment to Chapter V, "Salary Administration," of the Personnel Regulations pertaining to shift differential; and

WHEREAS, the Personnel Review Board endorsed the proposed amendment in a letter to the Commissioners dated August 31, 1983.

THEREFORE, IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, That the proposed amendment, which follows, is hereby adopted:

A shift differential will be paid to any Caroline County Government employee who:

- 1) Reports to work at 12:00 midnight and works until 8:00 a.m.; or
- 2) Is scheduled and reports to work on a Sunday.

The rate of the differential is twenty cents per hour, and will not be compounded in cases of overtime.

IT IS FURTHER RESOLVED That the Personnel Regulations be amended accordingly.

DATE OF ADOPTION:
September 6, 1983

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell provided the signature of authority on a Statement of Concurrence with the Job Training Plan for the Upper Shore Service Delivery Area, funded by the federal Job Training Partnership Act.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell provided the signature of authority on an Assignment of Lease for use of the Denton Armory between the Commissioners of Denton, assignor, and the County Commissioners, assignee, which states that:

- 1) Assignor does hereby assign the certain Lease Agreement dated March 7, 1977, by and between the State of Maryland to the Commissioners of Denton to Assignee reserving and excepting, however, unto the Assignor (a) the garage and fenced parking lot on such premises and (b) the right to use the assigned premises for its own purposes at mutually agreeable times

- 2) Assignee shall be liable for the performance of all of the provisions and covenants of this Assignment of Lease and for the said Lease Agreement dated March 7, 1977.
- 3) Assignee agrees to carry out all the terms and conditions specified in said Lease Agreement dated March 7, 1977, as if it were the original Lessee signing same, and further agrees to relieve Assignor of any and all liability and responsibility under same

Carl Thornton, codes administrator, said budget cutbacks have reduced animal control services previously provided the towns. The one remaining animal control officer is already working seven days a week. Mr. Thornton said although complaints are being received about reduced service, and kennel maintenance is falling behind, he does not feel the officer should be asked to work more hours. Mr. Thornton has advised the Sheriff's Department that his officer will no longer be able to assist with picking up animals struck by cars. Mr. Thornton said a pack of dogs frequents the Idylwild Refuge near Federalsburg, acting much like a pack of wolves, and attempts are being made as time allows to capture the dogs. Mr. Thornton said he is recommending that those dissatisfied with the level of animal control services contact the Commissioners directly.

Mr. Thornton said he has prepared a nuisance ordinance, but has not sent it down for the Commissioners' review because he is unable to keep up with his present duties, much less take on new ones. There is no sense having a law on the books, he said, if it can't be enforced.

The drunk patrol program has been reactivated. The Board of Liquor License Commissioners and Mr. Thornton will soon be meeting with licensees and state police. A state patrolman will concentrate on drunk driving arrests one day a week. A new aspect of the program is determination of the bars visited by the person arrested just prior to arrest, and enforcement of the State law forbidding a liquor licensee to sell to an intoxicated person.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell provided the signature of authority on the following purchase orders:

#2318 to Caroline County Board of Education in the amount of \$7,000 for first payment of three to be made per contract of July 19, 1983, regarding "Parks and Recreation Area Development Grant Program."

#4030 to E. Stewart Mitchell in the amount of \$2,552.50 for RS3K Asphalt for County Roads.

#4057 to State Highway Administration of Maryland in the amount of \$2,506.82 for share of costs of roadway centerline striping per Contract #514-501-217.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed the following letter to Lowell Bridwell, Secretary, Maryland Department of Transportation:

The County Commissioners strongly urge you to amend the Construction Plan for the Denton By-Pass to include a grade separated intersection at River Road. We feel that a grade separated interchange is essential to the public safety, especially with North Caroline High School located just north of River Road. River Road will carry a large number of school buses, as well as many students driving to school. Having these students cross a high speed, four lane highway at-grade will create a dangerous situation.

We urge you to include, at a minimum, the half cloverleaf design included in all plans available to the public during the location and design process. Attached, for background information, is a memo outlining the historical sequence of

events which resulted in your Department changing this intersection to the at-grade crossing. Again, we feel that the public understanding during 1975-1979 was that an overpass would be provided.

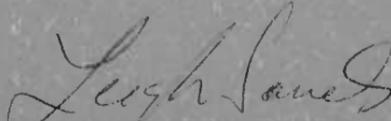
We are confident that you will make your decision in the best interest of the public safety and appreciate your prompt attention in this matter.

Sincerely,

CAROLINE COUNTY COMMISSIONERS

cc: Governor Hughes
Jim Wright, District Engineer,
Chestertown

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

September 13, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of September 6, 1983, were approved. Vouchers 20139-20222 were approved for payment and payroll checks 11327-11461 were approved for release.

The Commissioners signed Abatement or Deduction From Tax Roll forms 1473-1492, and Increase or Addition to Tax Roll forms 1011-1027.

President Bell signed purchase order #4094 to E. Stewart Mitchell in the amount of \$1,763.78 for 2,925 gallons of asphalt.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$452.64 - Nuttle Lumber Company - repairs to dog control kennel.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$1,820.50 - Nuttle Lumber Company - electrical work on Commissioners' Hearing Room (final billing on renovation).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$48.00 - Southern States Cooperative - spigot replacement - Choptank Marina (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$7,000.00 - Caroline County Board of Education - first payment under Parks and Recreation Area Development grant program, per contract dated July 19, 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order #2683 to the Caroline County Board of Education in the amount of \$4,000, the second payment under the Parks and Recreation Area Development grant program, per service contract.

Mr. Richards circulated a 1983-84 payment schedule to the Board of Education devised to more accurately reflect cash flow. There will be no payment in the month of July.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed an approval for payment number two in the amount of \$23,769 to Carl J. Williams and Sons, contractor, on the pre-engineered metal shell building project (number two) in the Federalsburg Industrial Park.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order #1787 to low bidder General Recreation, Inc., Newtown Square, Pennsylvania, in the amount of \$10,531 for portable bleachers, play benches, and transportation kits, bid project #CC-8383. All other bids submitted for the project were rejected.

Mr. Richards discussed the following:

- 1) Reduction in Insurance Premiums - Reductions are presently somewhat lower than originally anticipated, but by next March, the amount of reduction should be over \$4,000.
- 2) 911 System - Effective September 12, all problems with the telephone and radio equipment have been solved. C & P Telephone brought in a specialist who very ably made needed repairs. The Federalsburg switching equipment is now in the process of being changed over.
- 3) Major Purchase Project Status Report - Courthouse renovations, shell building number two, Goldsborough House renovation, backstops, pipe, bleachers, EOC washdown system in jail.
- 4) Coolspring Public Drainage Association - Mr. Richards circulated a copy of a letter from the taxables to the managers requesting a meeting with them. The letter was accompanied by a petition requesting dissolution of the association. Mr. Richards said it was unnecessary during the original construction to run the ditch under the Pennsylvania Railroad, which was done at great expense, and that a washout repair and maintenance work have also been performed. The County was asked at one point to absorb part of the cost and did so. The taxables are concerned about the ditch taxes assessed against them. Mr. Richards said since the ditch was seventy-five percent federally funded, the money may have to be returned if the ditch is dissolved. All outstanding debt must also be paid before dissolution. The Soil Conservation Service staff is providing guidance to the taxables and managers. Mr. Richards said the ditch has improved a formerly wet area.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following persons were unanimously appointed to the Caroline Health Planning Committee in the categories and for the terms indicated:

<u>Consumers</u>		<u>Expiration Date</u>
Rev. Kenneth Bedell	Preston	5/30/86
Jennie Holland	Federalsburg	5/30/86
Sheila Simms	Federalsburg	5/30/84
<u>Providers</u>		
David Dieter	Denton	5/30/85
David Hollis	Denton	5/30/84

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved work to be performed by Burris Fences, Seaford, Delaware, in addition to that originally called for in purchase order #1781. The additional cost will be \$1,012.80, seventy-five percent of which will be paid for by Program Open Space. Elinor Whaley, director of Recreation & Parks, said she is very

pleased with the company's work. The invoice will be submitted for payment following inspection of the project by Ms. Whaley.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a Program Open Space application and project agreement to develop 3.3 acres in the Greensboro School Park as a multi-purpose game field with soccer goals and nets, game standards, and seating for players and spectators. The total cost of the project is \$3,200, of which the County will pay \$800.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved an amended Agricultural Preservation District Agreement between the Maryland Agricultural Land Preservation Foundation and Dawson H. Carroll and Phyllis T. Carroll. The revision increases the property in the district from 391.75 acres to 399.95 acres.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to Adele Wilzack, secretary of the Maryland Department of Health and Mental Hygiene, that reads as follows:

The Commissioners of Caroline County have been maintaining contact with the Caroline County Health Department regarding Sewage Sludge Applications on Caroline County farmland.

In reviewing this matter, we note your Department has not granted any authority to the local County Health Departments. However, with the concern of the public, and the limited manpower in the Enforcement Division, additional qualified employees on the local level should at minimum have the right-of-entry and inspection authority as stated in issued permits.

We are herein requesting this authority be granted to the Caroline County Health Department, specifically John A. Grant, M.D., M.P.H., Health Officer, or his designees.

Please respond as soon as possible since two sludge applications are being finalized by the Wastewater Management Administration at this time. Thank you for your cooperation.

At 10:55 a.m., and as authorized by Article 76A, Sections 11(a)(1) and 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned the meeting into closed session to discuss a legal matter pertaining to American Syn-Fuels, Inc., and personnel matters.

At 11:45 a.m., the meeting reconvened into open session.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

September 20, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of September 13, 1983, were approved. Vouchers 20223-20276 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$720.00 - F. Dale Minner, Clerk of Circuit Court - criminal court costs due for the month of July and August 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$79.50 - Reliance Wood Preserving Company - lumber for POS project (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$18.81 - Preston Ford, Inc. - hoses purchased for Choptank dredging project (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$4,000.00 - Caroline County Board of Education - second advance payment for Parks and Recreation area development grant program (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$19,670.00 - Burris Fence - materials and labor to install fencing as specified in bid proposal for three backstops and fencing at Denton and Preston Elementary Schools (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously signed a proclamation that declares September 1983 as Parent-Teacher Association Membership Month, presented by Diane Thau, president of the Caroline County Council of PTAs.

Thomas Baynard, newly-elected president of the Board of Directors of Upper Shore Aging, Inc., introduced himself to the Commissioners.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order #2693 to Caroline County Board of Education in the amount of \$5,022, the third advance under the Parks and Recreation area development grant program, per service contract dated July 19, 1983.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a letter to Thomas Hobbs, area manager of HUD Region III, stating that the request of Upper Shore Aging's housing affiliate to become independent of its parent corporation (USA) should not be allowed to delay funding of new housing projects.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved the following list of FY 1984 easement sale applications for submission to the Maryland Agricultural Preservation Foundation, as presented by Alan Visintainer, county planner.

<u>FILE NUMBER</u> <u>NAME/PROPERTY ADDRESS</u>	<u>EASEMENT</u> <u>ACQUISITION</u> <u>ACREAGE</u>	<u>LIBER/FOLIO</u> <u>NUMBERS</u>
#05-06-80-02 (Reapplication) WALSH, Quentin R. & Mary Ann Denton, Maryland 21629	260.5	MCB 200/559
#05-06-82-02A (Reapplication) SWANN, Thomas R. & Lois J. Denton, Maryland 21629	332.7	143/562 214/76
#05-07-81-02 (New application) CARROLL, Dawson & Phyllis Ridgely, Maryland 21660	290.45	216/732

<u>FILE NUMBER</u> <u>NAME/PROPERTY ADDRESS</u>	<u>EASEMENT</u> <u>ACQUISITION</u> <u>ACREAGE</u>	<u>LIBER/FOLIO</u> <u>NUMBERS</u>
#05-03-82-04 (New application) JARRELL, Charles O. Jr & Jane H. Eastside Double Hills Road Denton, Maryland 21629	102.2	MCB 215/67
#05-07-83-01 (New application) SWANN, Robert E. & Margaret B. Hobbs, Maryland 21629	263.66	MCB 196/548
#05-04-83-03A1/#05-04-83-03A2 (New application) VOSHELL, William H., Rebecca V., C. Wesley Hunting Creek Road & Blades Road Choptank, Maryland	144.0	116/302
	104.84	149/598
#05-04-83-03B (New application) VOSHELL, Rebecca V. MEZICK, Mattie Ruth Hunting Creek Road & Blades Road Choptank, Maryland	7.11	151/281
TOTAL:	1,505.46	

No Caroline County tax dollars are used in funding the program.

At 10:25 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss a personnel matter.

The meeting reconvened into open session at 10:35 a.m.

There being no further business, the meeting of the County Commissioners adjourned.

Leigh Sands

Leigh Sands
Clerk

September 27, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of September 20, 1983, were approved. Vouchers 20277-20340 were approved for payment. Payroll checks 11464-11610 were approved for release.

Upon a motion made by Mr. Dean, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$330 - Baltimore Stationery - desk tops for Planning office.

Upon a motion made by Mr. Dean, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$5,022 - Caroline County Board of Education - third advance payment for Parks and Recreation area development grant program (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$827.64 - Quality Industries, Inc. - playground equipment for Denton tennis courts (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed purchase order #1744 to Graves Uniforms, Lewes, Delaware, in the amount of \$4,277.56 for uniforms for Sheriff's Department and 911 communications employees.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners signed a proclamation that declares September 24, 1983, as Hunting and Fishing Day in Caroline County.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed annual renewal licenses for the following Caroline County junkyards:

William E. Dunn/ Ridgely Ridgely Auto Sales, Inc.	W. Francis Ewing/Bethlehem Bethlehem Motors, Inc.
Bob Schultz & Son Salvage Denton	Foy's Salvage Greensboro
Wilmer Mitchell Greensboro	Ernest J. Collins Denton
Russell L. Wilson, Sr. Federalburg	W. Elbert Liden, Jr. Federalburg
Carmine Sonzone Miller Place, NY	Earl Ray Webber Denton
Oil City Salvage Denton	

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed the following letter to Hans F. Mayer, acting secretary of the Maryland Department of Economic and Community Development:

The County Commissioners have reviewed the Rural Development Program. We believe the Joint Funding Committee should be continued and developed as a coordinating and educational body for local governments seeking state and federal financial assistance on complex projects. We believe this function can be performed without the development of an investment strategy for Caroline County, and request that the development of such a report be terminated.

We continue to believe that DECD can perform a valuable role in providing technical assistance to local government, especially the smaller towns. We strongly urge you to continue and expand the current efforts of this type.

The Commissioners met with legislative delegates from the 36th and 37th districts; Senator Malkus; William Badger, Maryland Public Service Commission; Clarence Stull, mayor of Federalburg; Gordon Mears, Choptank Electric; and Paul Gerritsen, Delmarva Power and Light, Wilmington office, to discuss utility rates.

Mr. Badger made an opening statement, summarized as follows:

1. Mayor Stull is to be commended for the efforts he has devoted to the problem of rate disparity in the Federalburg area.

2. If Solo Cup were served by Delmarva instead of Choptank, their electric costs would be 33% lower. This is not a situation unique to Federalburg. As examples of other disparities: Shore residents pay 40% more than Cumberland residents served by Potomac Edison, and 13% more than Annapolis residents served by Baltimore Gas and Electric. Berlin residents pay 18% more than Choptank Electric users. If Solo Cup Company was in Rockville, their electric costs would be 18% higher. Important factors in determining consumer costs are the density of the service area, and the type of fuel used by the utility. The Choptank service area averages six users per mile, the Delmarva area 27 per mile, thus denying Choptank Electric certain economies of scale.

3. The Public Service Commission (PSC) created service boundary lines to stabilize service, to restrict unnecessary construction, to avoid duplication of service, and to minimize rivalry.

4. The PSC has determined that modification of existing boundary lines would not serve the public's best interests. If lines had been moved in 1976 as requested to benefit Solo Cup, electric costs for at least five other Industrial Park tenants would have increased between 14% and 30% annually.

5. The PSC would testify against legislation to change boundaries. Such legislation may well be denied on constitutional grounds. Choptank Electric made an initial \$800,000 investment in establishing their territory. If lines were changed and the amount not restored to Choptank, the courts may see it as confiscation of property. If the amount was restored, all Choptank users would have to contribute. Choptank serves the rural areas of the nine shore counties.

Delegate Horne stated that the General Assembly generally relies on the advice of the PSC, which was specifically established to handle this very specialized work. He does not feel it is realistic to expect a legislative solution.

Mr. Mears and Mr. Gerritsen agreed that the service boundaries should not be changed and that Solo Cup should assume the responsibility of providing the engineering and legal work necessary to bring their case before the Commission. Both companies wish to obtain authority from the Commission to reportion the demand and energy charges that principally comprise a user's bill. Each user will be affected differently, but the overall result would be more equitable pricing.

Mr. Mears stated that Choptank Electric has a case with the Federal Energy Regulatory Commission alleging price squeezing by Delmarva.

Mr. Badger stated that resolution of the rate cases and various requests for rate redesign should be achieved in the next twelve months, and that the disparity between the two companies will probably be lessened. He added that he intends to recommend to the Commission that they then institute new proceedings to examine the cost characteristics of Choptank Electric as they apply to the industrial class, and he urged the Town of Federalsburg and Park tenants to give testimony during the proceedings.

Jack Groch, representing the Caroline County Teachers' Association, informed the Commissioners the CCTA is circulating 250 petitions requesting that the Maryland Department of Transportation construct the Route 404 bypass and River Road as either a signalized intersection or as an overpass.

Joseph Quinn, member of the Board of Directors of the Caroline County United Way, obtained the Commissioners' permission to contact government personnel to set up an employee withholding plan. Contributions will go only to needy Caroline County organizations. Administrative expenses will probably be less than 10%.

There being no further business, the meeting of the County Commissioners adjourned.

Leigh Sands
Leigh Sands
Clerk

October 4, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of September 27, 1983, were approved. Vouchers 20341-20426 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$7,171.51 - Maryland State Department of Health - due the State as a result of audit of the Case Formula budget for period 7/1/77 through 6/30/82. (The local Health Department reimbursed the County from local funds in the amount of \$6,174.)

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$25.00 - Gale Bowman - mowed grass at the Greensboro Senior League Park (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$372.75 - Reliance Wood Preserving Company - lumber for the Choptank Marina project (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$873.94 - Hertz Furniture Systems Corporation - benches for the town of Denton park (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$350.00 - Cambridge Wire Cloth Company - wire for use at the Greensboro boat ramp (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved the following payment: \$11,105.85 - Maryland Department of Agriculture - easement acquisitions December 1979 through June 1982. (This payment is from Equity Account - Fund Balance - Agri Land. This is not a budgeted item, nor is it taken from County tax receipts.)

Elinor Whaley introduced Frank Snyder, waterway improvements coordinator, Department of Natural Resources. Commissioner Dean said the Commissioners are interested in exploring the feasibility of constructing boatslips at Denton. Mr. Snyder said State funds are available in the amounts of \$5,000 or \$25,000 for projects involving County-owned or leased property. Grants in excess of that require a local match. If slip rental fees are charged, 50% local matching funds would be required. More than one grant can be obtained, but no more than one annually. If funds are used for removal of obstacles or dredging, the State will pay 100% of the cost. Mr. Snyder recommended a careful evaluation of the proposed site. Mr. Dean moved that the Commissioners proceed with development of a transit (no rental fees) docking facility at Denton. Mr. LeGates seconded the motion, and it was passed unanimously. The Commissioners instructed Ms. Whaley to proceed with the project.

Diane Hutto, director of the Caroline Developmental Center, presented a proclamation that declares October 1983 as Hire-the-Handicapped Month in Caroline County. Ms. Hutto was accompanied by clients Linda Kennedy and William Dill.

The Commissioners reviewed the proposal of the Caroline County Board of Education to join the proposed Maryland Association of Education workmen's compensation self-insurance pool. The pool provides a much-needed opportunity for recognition and reward of a jurisdiction's good experience rating, which is not currently available under other insurance programs. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously endorsed the Board of Education's participation in the MABE insurance pool.

Mr. Richards reported that the Maryland Association of Counties' Education Funding Committee, of which he is a member, has developed recommendations to be submitted to the MACO Legislative Committee and to the Civiletti Commission on education. It is hoped that MACO will include the recommendations in their 1984 legislative platforms and that the Commission will present them to Governor Hughes for his endorsement. The primary goal of the Funding Committee is to assure State assistance to low-wealth subdivision, which are currently making an extraordinary financial effort to fund education.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously appointed Joseph J. Combs to the Board of Directors of Upper Shore Aging, Inc., for a three-year term retroactive to October 1, 1983. Mr. Combs will serve as a representative of a social services organization.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously agreed to lease the Holly Road landfill agricultural acreage to the current lessor for one more year at the rate of \$67 per acre, the State rental rate; and to advertise for bids on rental in subsequent years.

By unanimous consent, the Commissioners rejected the following recommendations of the Caroline County Personnel Review Board:

- 1) To grant three (3) days funeral leave to County employees upon the death of a member of their immediate family. Such leave shall not be charged against the employee's sick, vacation, or personal leave.
- 2) To grant two additional personal leave days, bringing personal days allowed to a total of seven annually.

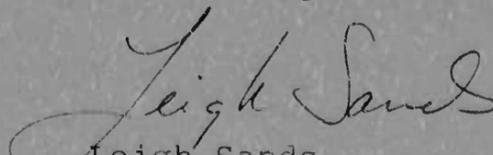
Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a grant application prepared by George Sands, library administrator, for federal funds in the amount of \$150,000 for renovation of the Federalsburg Branch Library. Local matching funds in the amount of \$120,000 are required and have been committed.

Mr. Richards discussed the recently-completed proposed pension plan for all Caroline County Government employees. The plan retains the basic structure of the current County Roads plan, incorporates the best features of both existing plans, and adds new features. Mr. Richards said although the plan is improved, the benefit level is still below that of the State pension plan, and that since benefits are not extremely generous, they should be considered a supplement to social security. The first year costs of the new plan are estimated at \$100,000, virtually the same as the cost of the existing plans, but costs will increase as payroll increases. The effective date of the proposed plan will be retroactive to July 1, 1982. Upon a motion made by President Bell, and seconded by Mr. LeGates, the Commissioners unanimously agreed to accept the proposed plan and to work with the Personnel Review Board and Edwin Unger to select a plan management company. Mr. Richards stressed the importance of contracting with a well-qualified firm. In response to a concern expressed by Mr. LeGates, Mr. Richards said amendments to the plan can be made as needed.

At noon, and as authorized by Article 76A, Sections 11(a)(7) and 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss codes enforcement litigation with Carl Thornton and a vacancy in the Sheriff's Department with Mr. Richards.

The meeting reconvened in open session at 12:45 p.m.

There being no further business, the meeting of the County Commissioners adjourned.


Leigh Sands
Clerk

October 11, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Alan Visintainer, Acting Co. Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of October 4, 1983, were approved. Vouchers 20427, 20428, 20430-20513 were approved for payment. Payroll checks 11613-11753 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$4.55 - Nagel Farm Service - miscellaneous materials for Program Open Space project (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was approved for release: \$2.05 - Easton Steel Service, Inc. - balance due for steel, Program Open Space project (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized the return of \$2,375 to Howard S. Beulah, surety, which amount is bail forfeiture ordered stricken by the Circuit Court for Caroline County pursuant to criminal case #2204, State of Maryland vs. John Henry Boston.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized Paul Wise, economic development administrator, to attend the fall professional seminar of the Industrial Development Research Council in Scottsdale, Arizona, on November 5-8, 1983. Mr. Wise is one of a total of four economic development professionals from the Shore invited to attend as associate hosts with the Maryland Department of Economic and Community Developments. This annual IDRC meeting is the biggest convention of large corporation site locators in the U.S. The estimated cost of the trip is \$1,100, of which fifty percent reimbursement will come from the State, since Caroline is a certified county.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved advertisement of invitation-to-bid on project #CC-10483, highway guard rail and accessories.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized submittal of the oval version of the great seal of Caroline County to the Chestertown office of the State Highway Administration. The seal will be featured on four welcome signs to be erected on Routes 404 and 313.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized the Courthouse Green Committee to pursue acquisition of an authentic Civil War era cannon for the Courthouse green through the U.S. Department of the Interior.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a proclamation that declares October 24 through October 28, 1983 as Eastern Shore Culture Week, as requested by Chesapeake College.

At 10:00 a.m., the Commissioners met with Lowell Bridwell, secretary of the Maryland Department of Transportation, Slade Caltrider, state highway administrator, James Wright, MDOT district engineer, and members of the legislative delegation for the annual presentation of MDOT's construction program. A discussion summary follows:

President Bell: (Argued very strongly for construction of an overpass at the Denton 404 bypass and River Road intersection. Strictly opposed to signalization.) If construction of the bypass has to be delayed to include an overpass, that's fine. If the overpass isn't included when the bypass is constructed, it will never be built.

Bridwell: I think that's a fair statement. You are projecting quite an accident rate at that intersection, and we flatly disagree with you. It is our responsibility to provide equivalent safety conditions for intersections through Maryland, and we are doing this. An interchange (bypass) is not needed here.

Caltrider: Based on our technical studies, the intersection doesn't come remotely close to needing an interchange, regardless of cost involved or the fact that there is a school nearby. The intersection will be totally safe to the best of our ability to design it that way.

Bell: The Eastern Shore counties are getting short-changed, especially Caroline. We are the only Shore county without a dual highway.

Bridwell: It will be a number of years before Route 404 is a four-lane highway. The four-lane section of the bypass will be adequate. You only have seasonal weekend problems, about fifty days a year. Once the bypass is in, you will have back-ups only infrequently. We are presently studying how much traffic would be diverted into Caroline if the Choptank River bridge at Cambridge is constructed as a toll facility. There will be some increase, but it won't be overwhelming. State law requires approval of a toll facility by the governing body of the county in which the bridge will be located.

Caltrider: (In response to question from President Bell) I don't think there will be a problem where the four-lane bypass meets the two-lane roadway, since it is a fairly high-capacity roadway. The capacity of Route 404 between Denton and Route 50 is not even being approached.

Jack Groch, representing Caroline County Teachers' Association: (Presented petitions signed by 300 citizens requesting an interchange.)

Bridwell: Physically we could carry River Road over 404, although we couldn't do the reverse, but we do not feel it is warranted. Besides, beach traffic does not coincide with school traffic.

Mr. Bridwell's last comment prompted unanimous disagreement by citizens and county officials. He responded by agreeing to have traffic counts on Fridays and Mondays re-examined.

Delegate Horne: Secretary Bridwell says he sees a cloud on the horizon--the significantly rising costs of mass transit. We saw it ten years ago. We were told that mass transit would never impact highways and bridges, but we didn't believe it. How can we keep discussing expansion of the Baltimore subway system when history has shown us the larger the system, the larger the deficit?

Bridwell: We will build phase two of the subway system (to Owings Mills) and extend the downtown system to the vicinity of Johns Hopkins Hospital. Federal money pays 85% of the cost of the Baltimore mass transit system (rail, bus, and subway) and the Maryland portion of the Washington system. The cost of the remaining 15%, capital and operating, is about \$100,000 annually. This is not a "deficit," it is the cost of running the system.

Horne: Prince George's and Montgomery counties and Baltimore City have the leverage to pass any transit legislation they desire. We can't stop expansion, but it should be curtailed. There is no profitable mass transit system in the country.

Bridwell: If you play confrontational politics with the large jurisdictions, you will lose. I'm looking for a new revenue source (tax) applied at the metro level.

Horne: I do want to say that I'm pleased with the resurfacing and renovation work MDOT is accomplishing throughout the State. (Commissioners concurred.) Conditions are so much better than they were a year ago.

Bridwell: Does Caroline have a reaction to increasing the Bay Bridge toll as an alternative to constructing the Choptank River bridge at Cambridge as a toll facility?

The Commissioners generally agreed they would have no objections.

Visintainer: The State Rail Administration is negotiating with Chesapeake Railroad Company to lease the Clayton-Easton branch line. We encourage you to complete lease negotiations as quickly as possible. Even if the firm comes in and fails, we will be no worse off.

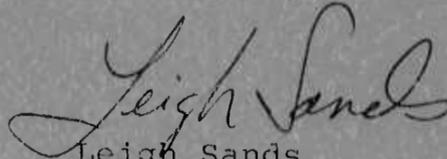
Bridwell: We are trying to push the negotiations forward. We do feel a responsibility to evaluate the ability of the firm to do what they propose.

Visintainer: The FY 1985 State budget includes no money for track improvements on the Cambridge branch line, although funds are budgeted for lines such as the Centreville-Chestertown branch. We feel there should be a continuing program to upgrade the Cambridge line. We need to show the Federalsburg Industrial Park tenants that the line is steadily being improved.

Bridwell: I will check into the reason no money was allocated. There have been reasonably good expenditures in the past two years, though.

* * * * *

There being no further business, the meeting of the County Commissioners adjourned.


Leigh Sands
Clerk

October 18, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Charles T. Dean, Sr.

At 9:30 a.m., and as authorized by Article 76A, Section 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by President Bell, adjourned the meeting into closed session to meet with George Nier, county attorney, regarding shell building number one, Federalsburg Industrial Park.

The meeting reconvened into open session at 10:15 a.m.

The Commissioners agreed to meet with the Mayor and Council of Federalsburg and respective attorneys regarding shell building number one. The meeting will be scheduled as quickly as possible, preferably before the end of the week, and will be held in the County Commissioners' Hearing Room.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the minutes of the previous regular meeting of October 11, 1983, were approved. Vouchers 20504-20586 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$43.17 - Federal Paper & Chemical - supplies needed for the disbursement of surplus foods (reimbursable through Maryland State Department of Education, Food Distribution Section).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$365.00 - N. W. Hayman Trucking, Inc. - delivery of surplus foods from Baltimore to Federalsburg to Denton (reimbursable through Maryland State Department of Education, Food Distribution Section).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$234.00 - Maryland State Department of Health - due for audit settlement of Health Department federal family planning grant for FY 81-82.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$2,500.00 - Howard S. Beulah - County share of forfeited bond paid in 1981.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$240.00 - F. Dale Minner, Clerk of Circuit Court - criminal court costs due for September 1983.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$3.74 - Nagel Farm Service - supplies for Choptank Marina dredging (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$450.00 - Mansfield & Sons, Inc. - infield excavation and filling Greensboro Senior League ballpark (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$730.00 - Miracle Recreation Equipment - Geodesic climber for Denton tennis court park (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$18.70 - The Easton Wholesale Company, Inc. - supplies for Choptank Marina dredging (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$461.97 - J. R. McCrone - Survey and stake property on Lockerman Street belonging to Caroline County Board of Education (reimbursable through Program Open Space).

Elinor Whaley, director of Recreation and Parks, reported that all FY 1983 Program Open Space projects are nearing completion, including purchase and installation of playground equipment at the 4-H and Youth Park, an FY 1984 project. Pending are the development of basketball courts in Federalsburg, of a park in Preston, and one in the northern part of the county. Upon a motion made by Mr. LeGates, and seconded by President Bell, President Bell signed a Program Open Space application and agreement for a development project of 6.67 acres at Denton Elementary School as follows: identification and clearing of a nature study/walking trail through woods, landscaping perimeter of site and along playground borders, and final surface treatment to previously constructed athletic playing areas. President Bell commended Ms. Whaley on her work.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners approved the following requests submitted by Dr. Schleiger, president of Chesapeake College: (1) Allocation of \$29,575 from the FY 1983 surplus to be used as matching funds for a Title III grant, effective October 1, 1983, to purchase equipment for the Industrial Maintenance Program; and (2) Allocation of the remaining \$150,841 on the FY 1983 surplus to the Capital Expenditure Fund Balance. This is in keeping with past practices of surplus allocations which allows for necessary future capital expenditures without requesting additional direct funding from the counties. Caroline will receive credit for having donated an extra \$19,000, which the State will match.

Upon a motion made by Mr. LeGates, and seconded by President Bell, President Bell signed the following agreement between the County Commissioners and Lloyd Price, which rescinds previous action taken on August 23, 1983:

WITNESSETH, That for and in consideration of the sum of ONE (\$1) DOLLAR, the receipt of which is hereby acknowledged, the following Agreement is made:

The Commissioners of Caroline County hereby agree to provide Lloyd Price with the free use of two (2) boat slips in the Choptank Marina, namely Slips No. 50 and 51, to be used in any way he sees fit, subject to the rules and regulations of the Marina, for the rest of his lifetime.

The said Commissioners of Caroline County also agree to provide for the installation of three (3) pilings outside the Marina, at a place to be determined by Lloyd Price, the said pilings to be and remain the personal property of Lloyd Price, to have and to hold to Lloyd Price, his successors and assigns, in perpetuity.

The above action was taken to compensate Mr. Price for his former property rights in the marina, including pilings originally erected at his expense.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners authorized the Board of Managers of Cook Banning Public Drainage Association to borrow approximately \$3,000 from the Peoples Bank of Maryland at the prevailing rate of interest in order to properly finance the association's drainage plan.

The Commisisoners deferred decision on the deed to Bio/Medic Corporation (Metal Systems) pending further review of the rever- sionary clause by staff.

The Commissioners signed Abatement or Deduction From Tax Roll forms 1493-1511, and Increase or Addition to Tax Roll forms 1028-1032.

Mr. Richards reported that the MACO Legislative Committee adopted the education funding recommendations submitted by the Educational Funding Committee. The Civiletti Task Force will be hearing public comments on the recommendations on November 9th. If the recom- mendations are adopted, Caroline could receive an additional three million dollars in State aid to education. The primary beneficiaries

will be the lower wealth counties. Mr. Richards recommended the appointment of a local task force to testify at the November 9th hearing, to the General Assembly in 1984, and to enlist the support of local organizations. Upon a motion made by Mr. LeGates, and seconded by President Bell, the following ten persons were appointed contingent upon their acceptance:

Robert Thornton	Robert Vandevisser
Allan Gorsuch	Edwin G. Richards
Charles Kinnamon, PTA	Sue McLaughlin, PTA
Keith Duda	Althea Tilghman
Francis Holsinger	Ruth Mink

Mr. Richards submitted for signature the previously discussed County Retirement Plan and Trust. The Commissioners deferred signature until next week.

Upon a motion made by President Bell, and seconded by Mr. LeGates, the Commissioners authorized staff to submit to the Maryland Juvenile Justice Advisory Committee the requested short concept paper proposing innovative responses to juvenile justice problems. The best ideas will be included in the new State program. Grant funds for locally administered programs under the new plan will probably become available, but will probably require a local match.

Mr. Richards presented the recommendations of the Personnel Review Board for a proposed reduction-in-force policy for the county, and other recommendations, all of which will be discussed next week.

The Commissioners accepted with regret the resignation of A. T. Blades, Preston, from the Upper Shore Private Industry Council.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

October 20, 1983
Denton, Maryland

The County Commissioners of Caroline County convened a special meeting at 8:30 p.m. in the County Commissioners' Hearing Room.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Also present were George C. Nier, county attorney; Clarence C. Stull, mayor of Federalsburg; Denzil Cheek, Federalsburg Council member; and Starke Evans, town attorney.

As authorized by Article 76A, Section 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss pending court cases regarding shell building number one, Federalsburg Industrial Park.

At 10:00 p.m., the meeting reconvened into open session.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

October 25, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of October 18, 1983, and a special meeting of October 20, 1983, were unanimously approved. Vouchers 20587-20641 were approved for payment. Payroll checks 11756-11899 were approved for release.

At 10:00 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned the meeting into closed session to discuss personnel matters.

At 11:15 a.m., the meeting reconvened into open session.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$216 - Caroline County Health Department - pre-exposure rabies vaccine for eight(8) county employees.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$1,012.80 - Burris Fences - balance due for fencing installations at Preston and Denton Elementary Schools (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$3,861.69 - journal entries for expenses for in-house services - container service at marinas (POS projects - labor and equipment by County Roads/Public Works) (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$354.28 - Repair deck on boardwalk at Choptank Marina (POS projects - labor and equipment by County Roads/Public Works) (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$212.90 - Weed control at Denton Elementary, Riverview Middle, Greensboro Senior League Park, Denton Tennis Court Park (POS projects - labor and equipment by County Roads/Public Works) (reimbursable through Program Open Space).

At 11:15 a.m., the Commissioners held an advertised bid opening on project #CC-10483, bridge guard rail and accessories. The following bids received were publicly opened and read aloud by Charles Emerson, public works director, and recorded:

<u>Name/Address</u>	<u>Base Bid</u>
L. S. Lee & Sons of PA, Inc. Laurel, Maryland 20717	\$42,044.10
Alan E. Brown, Inc. Exton, Pennsylvania 19341	\$48,600.25
Bethlehem Steel Corporation Bethlehem, Pennsylvania 18016	NO BID
Long Fence Company, Inc. Gambrills, Maryland 21054	\$47,415.52
Anderson "Safeway" Guard Rail Corp. Flint, Michigan 48501	NO BID

The bids were referred to staff for evaluation.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed Contract for Sale of Real Estate from the Mayor and Council of Federalsburg and the County Commissioners to Bio Medic Corporation (Metal Systems) of a three-acre parcel adjacent to Metal Systems for \$27,000. Paragraph 17 stipulates that Town and County have the option to repurchase the tract at fair market value at the end of seven years if during that time Metal Systems has not commenced to develop the property for expansion. After seven years, the Town and County have the right of "first refusal" at fair market value if Metal Systems wants to sell to a third party. Said third party would be required to develop the property into a going business within one year. Also signed was an Amendment to Lease made June 16, 1981, which adds a small parcel of land to the main parcel being leased by Metal Systems to bring lessee into compliance with County zoning regulations. Metal Systems will pay the full market value of \$2,300 on a rental basis.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed the new Pension Plan and Trust Agreement prepared by Alvin Shapiro of A. D. Benefit Plans, Inc., which package included an Application to IRS for Determination for Defined Benefit Plan, an Application for Employer Identification Number, an Employee Census, a Power of Attorney and Declaration of Representative, and a Summary Plan Description. The plan becomes effective on the date signed, and is retroactive to July 1, 1982.

Mr. Richards briefly discussed the latest County Roads pension plan asset statement. The annual interest earnings of between \$42,000 to \$52,000 currently exceed plan pay-outs.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners appointed George N. Weeks, III, personnel manager of Maryland Plastics, to the Upper Shore Private Industry Council in the "business" category. Mr. Weeks will fill the unexpired two-year term of A. T. Blades, which will end June 30, 1985.

Mr. Richards circulated a copy of a major purchase project status report prepared by Jim Scrivnor, purchasing officer, on the following topics: 911 communications system, shell building number two, Goldsborough House renovations, bleachers, bridge guard rail, EOC washdown system.

Mr. Richards informed the Commissioners that plumbing inspector Edwin Schanken fell while on the job and will be on sick leave for several months. The Plumbing Board through Carl Thornton, codes administrator, has arranged for Leroy Nichols, Sr. to perform inspection from Denton south at a flat rate of \$15 per inspection. Walter Breeding will handle inspections north of Denton at the same rate.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners designated Mr. Dean as Caroline County representative on the Maryland Association of Counties' Legislative Committee, with Mr. Richards serving as alternate.

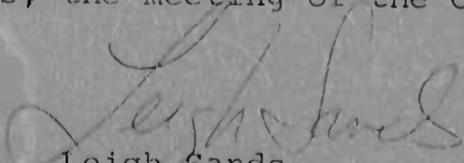
Mr. Richards briefed the Commissioners on the latest in the Buchanan vs. Eveland, et al., case.

Mr. Richards reported that the Federal Emergency Management Agency has approved county plans for the Emergency Operating Center decontamination flush-down system. Installation will cost approximately \$51,000, which will be fifty percent (50%) federally funded. Mr. Richards is pursuing provision of local match through other than cash outlay. Cash requirements will be taken from State funds available for this purpose.

At 12:20 p.m., and as authorized by Article 76A, Section 11(a)(7), the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss shell building number one.

At 12:50 p.m., the meeting reconvened into open session.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

November 1, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:45 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of October 25, 1983, were approved with one correction, and one explanatory addition was made to the minutes of October 18, 1983, as follows: Choptank marina/Lloyd Price - "The above action was taken to compensate Mr. Price for his former property rights in the marina, including pilings originally erected at his expense." Vouchers 20642-20695 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by President Bell, and on the recommendation of Sheriff Andrew, the Commissioners hired James Gilmore Bailey as a correctional officer trainee in the Caroline County Jail to fill a recent vacancy created through termination.

Mr. Richards reported that the C. W. Amos audit of FY 1982-83 Caroline County government records has been completed. Actual revenues proved to be very close to estimate. Excess expenditures over revenues (deficit) were \$255,000 for general county, and \$135,000 for county roads. Year-end surplus for general county was \$288,000, and \$90,000 for county roads. Mr. Richards pointed out that this considerable reduction from a \$900,000 total surplus two years ago leaves the county with little financial flexibility. Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners signed the standard letter of representation to the auditors.

Administrator Richards presented to the Commissioners a Tax Anticipation Note, a No-Arbitrage Certificate, and a Certificate of County Officers, which documents were drafted by counsel for the Peoples Bank of Maryland pertaining to the successful bid by said bank on August 23, 1983, for a loan to the County in the amount of \$1,250,000. After review of these documents, and upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners adopted the following resolutions, and signed the appropriate documents.

RESOLVED: That the Commissioners reaffirm that The Peoples Bank of Maryland was a low bidder in a request for a loan of \$1,250,000., with interest payable thereon at the rate of 7.25% per annum, the same due on October 1, 1984, if not earlier paid.

RESOLVED: That all the representations and statements made in the Tax Anticipation Note and No-Arbitrage Certificate and Certificate of County Officers, which pertained to the County Commissioners, are true to the best of their knowledge, information and belief.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners appointed Fillmore Kohler, Federalsburg, to the Educational Funding Study Committee, at his request.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners authorized retired county government employees to continue participation at their own cost in the Life Insurance Company of North America's \$5,000 life and accidental death group insurance plan. Retirees will be billed quarterly.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed a letter of intent to continue to participate in the Maryland Housing Rehabilitation program, as presented by Carl Thornton, codes administrator.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners signed a lease between Philip E. Nuttle, Jr. and Joseph D. Quinn, trading as Franklin Square Associates, landlord; and the County Commissioners, tenant, on a portion of the premises (approximately 1200 square feet) known as The Franklin Square Building, Denton, for a term of five years beginning November 1, 1983, ending October 31, 1988, for the sum of \$36,000. Caroline County Health Department operations (Environmental Health and the Home Health Agency) are housed in the building.

The Commissioners heard a presentation by Joseph Ellis, Richard Cole, and Robert Schmidt, representatives of Genstar Stone Products, Inc., on sludge and solid waste. The company will be contacting landowners on the Eastern Shore regarding sludge disposal sites.

Alan Visintainer, county planner, discussed his October 13 letter to Constance Lieder, secretary of State Planning, which takes very strong exception to the State's recommendation for regional easement purchase acreage goals in the agricultural and forest land preservation program. The State recommends an 8% acreage goal although:

1. 15% of all agricultural and forestry land converted to development between 1973 and 1981 was on the Eastern Shore.
2. The percentage increase in housing units on the Eastern Shore in the 1970-1980 period was 41.9%, the highest for any region in Maryland and far above the State average. The projected percentage increase in housing units in the 1980-1990 and the 1990-2000 time periods are far higher than that for the Central Piedmont region and well above the Statewide average.
3. The Eastern Shore contains 27.5% of all agricultural land of prime and productive soils identified as subject to "Conversion Imminent." The Eastern Shore contains 37.9% of these lands identified as subject to "Future Conversion Expected."
4. The Eastern Shore contains 50% (980,000 acres) of the year 2000 land preservation goal for the State of Maryland. The Eastern Shore contains 27.9% (675,000) of the forest land acreage preservation goals.

Mr. Visintainer said he has received a response from Ms. Lieder that her department is now working to ensure more equitable distribution of easement purchases. He will keep the Commissioners posted on the subject. If a bill incorporating the State's present recommendations is introduced to the General Assembly, it would be in the County's best interests to oppose it, Mr. Visintainer said.

Rhett Grant, new district conservationist, introduced himself to the Commissioners and presented a report on soil and water conservation progress in Caroline County. The report lists the number of individuals, groups and government agencies assisted by the Caroline conservation staff, and the types and quantity of conservation practices applied. The Maryland Department of Agriculture's cost-sharing programs to correct severe erosion and/or pollution problems and to maintain tax ditches are described. The Chesapeake Bay program was also discussed.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners accepted the lowest qualified bid submitted by Long Fence Company, Inc., Gambrills, Maryland, in the amount of \$47,415.52, for project #CC-10483, bridge guard rail and accessories, and rejected all other bids.

Mr. Richards said he is preparing the State and Local Government EEO-4 Report, which must be submitted to the federal Equal Employment Opportunity Commission every two years. The report describes the nature of work performed by various categories of employees, and lists salary ranges and a breakdown by race and sex.

Upon a motion made by President Bell, and seconded by Mr. Dean, the Commissioners deferred action for one week on all pending personnel matters, and authorized Mr. Richards to continue payroll for that period.

President Bell said he has received complaints about crab hucksters and roadside trucks selling furniture without a business permit or license, especially in the southern part of the county. Mr. Richards will check with the Clerk of Circuit Court and report back.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed purchase orders as follows:

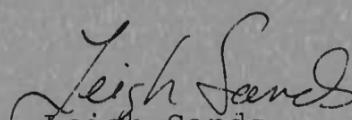
#2476 - Cheaspeake Publishing, Inc. - \$1,740
5,500 copies of 8-page tabloid newspaper insert -
annual report to taxpayers

#2909 - Republic Steel Corporation - \$7,961.24 -
pipe per contract

#2919 - Alban Tractor Company - \$2,618.07 - #312
motor grader parts

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed a Farm Lease Agreement between the County Commissioners, landlord, and Norris W. Hayman, tenant, for seventy acres of tillable land, part of the Holly Road landfill acreage, effective December 1, 1983 through November 30, 1984, for the sum of \$4,690 (\$67 per acre).

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

November 8, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of November 1, 1983, were approved. Vouchers 20696-20766 were approved for payment. Payroll checks 11902-12039 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$50 - Maryland Eastern Shore RC&D - FY 1984 assessment for Maryland Eastern Shore RC&C area operations.

Elinor Whaley, director of Recreation and Parks, discussed the following:

Dredging - Completed at Choptank marina and Watt's Creek at Marti-nak Park.

Denton boatslips for transients - Ms. Whaley has conferred with Ed Pelosky, Denton town manager, and is pursuing the possibility of obtaining funds to improve Town-owned land (a former mooring area) under the bridge. Mr. Pelosky has submitted an application for a \$25,000 State grant. Ms. Whaley will keep the Commissioners posted as the project develops.

Denton tennis courts - At Ms. Whaley's recommendation, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously approved submittal to the State of a request for reimbursement of a \$378.62 cost overrun.

Choptank marina - Public Works is in the process of winterizing the marina. Russell Dukes has expressed an interest in pumping gas during the 1983 winter months and keeping an eye on the boats at no salary. The Commissioners, by unanimous consent, agreed to sign Mr. Dukes on as a volunteer and to carry him on workmen's compensation and the County's liability insurance policy.

Sheriff Andrew reported that one correctional officer has resigned. The Commissioners authorized him to contact the next person on the list of employment candidates (those who responded to the last advertisement for that position and were qualified).

Gerry Bilderback, director of the recently established Upper Shore Private Industry Council, accompanied by Dr. Robert Schleiger, president of Chesapeake College, discussed the Council's activities. A pre-employment training course is currently being offered through the college. Skills training will later be offered at various locations in the five-county area. The primary purpose of the program is to provide training programs for unskilled workers in jobs for which there is local demand, to introduce those looking for work to prospective employers, and to subsidize on-the-job training.

At 10:00 a.m., as advertised, the Commissioners held a public hearing on the following: Caroline County Zoning Ordinance Amendments, Ordinance Number 83-003; and Caroline County Sub-Division Regulations Amendments, Ordinance Number 83-004.

County Planner Alan Visintainer summarized the content of the proposed amendments. None involve major issues. The amendments are, rather, clarifying in nature. Mr. Visintainer stated that the Planning Commission held the required public hearing on the amendments, received no objections to their passage, and recommends their adoption by the Commissioners. President Bell called for public comment. There being none, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adopted the Caroline County Zoning Ordinance Amendments, Ordinance Number 83-003, as proposed. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously adopted Caroline County Subdivision Regulations Amendments, Ordinance Number 83-004, as proposed: (There were no members of the public in attendance.)

Enacted On: November 8, 1983

Effective Date: November 19, 1983

AN ACT concerning

CAROLINE COUNTY ZONING ORDINANCE AMENDMENTS
ORDINANCE NUMBER 83-003

FOR the purpose of amending the setback requirements for commercial greenhouses or nurseries, roadside stands, and commercial fuel pumps; allowing as a special use exception two-family dwellings in the R-1 district, race tracks in the R, HC, C-1 and C-2 Districts, and small off-premises signs in all districts; establishing a time limit for special use exceptions; and including other clarifying and corrective amendments.

BY repealing and reenacting with amendments
 Article 5, Sections 5-1 and 5-2
 Article 18, Section 18-5
 Article 22, Sections 22-2.02, 22-3.02, 22-4.02, and 22-5.02
 Caroline County Zoning Ordinance (1982)

BY adding to
 Article 14, Section 14-6
 Article 18, Section 18-5
 Caroline County Zoning Ordinance (1982), and

BY adopting minor clarifying and corrective amendments as listed below Caroline County Zoning Ordinance (1982)

SECTION ONE. BE IT HEREBY ENACTED AND ORDAINED, That the Caroline County Zoning Ordinance shall be amended as follows:

Article 5 - District Regulations

Page 26 Add to:

SECTION 5-1. Official Table of Use Regulations by Zoning Districts

THIS TABLE LISTS THE PERMITTED USES IN EACH ZONING DISTRICT, THE TYPE OF REVIEW AND APPROVAL REQUIRED, AND ADDITIONAL REGULATIONS.

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW. [Brackets] indicate matter deleted from existing law.

SECTION 5-2. Official Table of General Design Regulations by Zoning Districts

THIS TABLE LISTS THE MINIMUM LOT AREA, WIDTH, DEPTH, YARDS AND THE MAXIMUM DENSITY AND BUILDING HEIGHT ALLOWED FOR PERMITTED USES IN EACH ZONING DISTRICT.

SECTION 5-1

- Pg. 27 Amend:
 Commercial Greenhouses or Nurseries from [Setback - 200 ft.] to BUILDING SETBACK - 100 FT.
- Pg. 28 Add to:
 Two-Family Dwelling - Allowed as SPECIAL USE EXCEPTION in R-1 Zoning District and MIN. LOT SIZE 1 ACRE IN R-1
- Pg. 28 Add to:
 Additional Regulations for Mobile Home Park, Mobile Home Subdivision and Planned Development - 5-2.
- Pg. 28 Delete:
 "Domiciliary Care Home" line
- Pg. 29 Add to:
 Roadside Stands - FRONT SETBACK 15 FT.
- Pg. 31 Add:
 RACE TRACK allowed as a SPECIAL USE EXCEPTION only in the R, HC, C-1 and C-2 Zoning Districts and PERMITTED in the F-1, F-2, F-3 Overlay Zoning Districts as defined.
- Pg. 32 Add to:
 Automobile Filling Station, Repair or Service Shop - FUEL PUMP SETBACK - 20 FT.

Article 14 - Signs

Pg. 70 Add to:

SECTION 14-6. SIGNS

	<u>Off-Premises General Advertising</u>	
Maximum Number Allowed Per Use	1	1
Maximum Sign Area (sq. ft.) Allowed	16	16
Maximum Height (ft)	8	8
Illumination Permitted	No	No
Permit Required	Yes (c)	Yes
Time Limit	None	None
Zoning Districts Allowed	A,OS,R,R-1, R-2,R-3	HC,C-1, C-2,I-2

Article 18 - Special Use Exceptions

Pg. 79 Add to:

SECTION 18-5. Time Limit

AN APPROVED SPECIAL USE EXCEPTION SHALL BECOME VOID, IF THE USE HAS BEEN ESTABLISHED BUT IS LATER DISCONTINUED OR ABANDONED FOR A CONTINUOUS PERIOD OF ONE YEAR.

Article 22 - Amendments

Pg. 87 Add to:

SECTION 22-2.02 Before any text amendment can be adopted a duly advertised public hearing shall be held by both the Planning Commission and the County Commissioners AS PRESCRIBED BY SECTION 21-5.

SECTION 22-3.02 Public Hearing Required - Before any rezoning by application can be adopted, a duly advertised public hearing shall be held by both the Planning Commission and the County Commissioners AS PRESCRIBED IN SECTION 21-5.

Pg. 88 Add to:

SECTION 22-4.02 A duly advertised public hearing shall be held by both the Planning Commission and the County Commissioners AS PRESCRIBED BY SECTION 21-5.

Pg. 89 Add to:

SECTION 22-5.02 Decision of the County Commissioners

(A) Within thirty (30) days from receipt of the Planning Commission's recommendation, the County Commissioners shall hold a duly advertised public hearing AS PRESCRIBED BY SECTION 21-5 on the proposed text amendment or rezoning

Corrections to Zoning Ordinance

Page Number	Line Number	Correction
iv	16	Varinaces to Variances
1	30	Walfare to Welfare
3	21	incorporated to incorporated
7	30	Home to Facility
8	41	permissable to permissible
11	30	abondoned to abandoned
11	49	occupany to occupancy
13	34	sub-assemblies to subassemblies
20	57	jursidiction to jurisdiction
24	36	subdivisons to subdivisions
25	40	amendemtns to amendments
31	12	[Race Track], Drive-In Theater
34	15	of to or
41	12	60,001 to 60,000

<u>Page Number</u>	<u>Line Number</u>	<u>Correction</u>
43	51	Disticts to Districts
44	2	lease to least
44	14	thrity to thirty
45	41	Dsitric to District
45	49	aplication to application
47	12	appripriate to appropriate
54	30	Delete: as
66	23	secifically to specifically
67	14	aplication to application
67	14	acompanied to accompanied
68	36	Indentification to Identification
72	10	Develoment to Development
73	51	Excetion to Exception
75	13	removble to removable
75	42	Orinance to Ordinance
75	30	succesor to successor
76	3	Zoing to Zoning
76	22	applicalbe to applicable
76	21	consistnt to consistent
79	14	acordance to accordance
84	17	Commisioners to Commissioners
88	8	decison to decision
89	17	thrity to thirty
89	23	decison to decision
89	26	facilites to facilities
89	32	neighborhod to neighborhood
92	34	huncred to hundred

SECTION TWO. BE IT FURTHER ORDAINED, That this Act shall be known as Ordinance Number 83-003; and

SECTION THREE. This Act is hereby adopted on November 8, 1983, and shall become effective on November 19, 1983.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Enacted On: November 8, 1983

Effective Date: November 19, 1983

AN ACT concerning

CAROLINE COUNTY SUBDIVISION REGULATIONS AMENDMENTS
ORDINANCE NUMBER 83-004

FOR the purpose of amending notice requirements for subdivision regulations amendments, preliminary plat submission requirements, guarantees for construction of required improvements in major subdivisions, requirements for inspection and acceptance of required improvements.

BY repealing and reenacting with amendments
Article I, Sections I-16(2) and I-16(4)
Article IV, Sections IV-2-A(4), IV-3-D and IV-3-E
Caroline County Subdivision Regulations (1980)

SECTION ONE. BE IT HEREBY ENACTED AND ORDAINED, That the Caroline County Subdivision Regulations read as follows:

Article I - General Provisions

Section I-16. Amendments

- (2) The Planning Commission shall hold a public hearing on any proposed amendment prior to submitting its recommendation to the County Commissioners. The time, place and date of the hearing, together with a brief synopsis of the proposed amendment, shall be published in at least [two (2) newspapers] ONE (1) NEWSPAPER of general circulation in Caroline County once each week for two successive weeks prior to the hearing.

- (4) If adopted by the County Commissioners, a copy of the amendments shall be certified to the Clerk of the Circuit Court for recording [, and a fair summary of the adopted amendment shall be published in at least one newspaper of general circulation in Caroline County].

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.
[Brackets] indicate matter deleted from existing law.

Article IV - Major Subdivisions

Section IV-2. Preliminary Plat

A. Filing and Review Procedure

- (4) The Zoning Administrator will distribute copies of the Preliminary Plat to the members of the Technical Advisory Committee for their review, and may call a meeting of the Committee to discuss the plat with the subdivider. The subdivider shall be advised to incorporate any recommended changes to the plat [prior to formal presentation to the Planning Commission] AND RESUBMIT THE PLAT TO THE ZONING ADMINISTRATOR AT LEAST ONE WEEK BEFORE THE PLANNING COMMISSION MEETING AT WHICH IT IS TO BE PRESENTED.

Section IV-3. Final Plat

D. Guarantees for Construction of Required Improvements

- (1) Prior to the signing of the Final Plat by the Chairman of the Planning Commission, all required improvements in the area covered by the Final Plat shall have been completed, inspected and accepted in accordance with Section IV-3(E) of this Ordinance, or the Subdivider shall have furnished AND THE COUNTY COMMISSIONERS SHALL HAVE ACCEPTED one of the following guarantees TO SECURE THE CONSTRUCTION AND INSTALLATION OF ALL REQUIRED IMPROVEMENTS:
- (a) [Acceptance by the Planning Commission of a] A SURETY bond. [with surety to secure to the Commission the actual construction and installation of improvements.]
 - (b) Placement of funds in escrow with an escrow agent satisfactory to the COUNTY COMMISSIONERS [Planning Commission], together with an agreement [between the escrow agent and the Planning Commission] governing the release of funds from escrow.
 - (c) AN IRREVOCABLE LETTER OF CREDIT.
- (2) The Subdivider shall submit copies of all contracts for the installation of the required improvements. All contracts shall contain completion dates consistent with that set under Subsection IV-3D(5). All contracts and contractors shall be satisfactory to the County Engineer.
- (3) The amount of the GUARANTEE [bond or escrow funds] shall be based on the sum of contracts entered into by the Subdivider for the completion of all required improvements, OR THE COUNTY ENGINEER'S ESTIMATE IF CONTRACTS HAVE NOT YET BEEN EXECUTED, plus a minimum contingency of fifteen percent (15%).
- [(4) The Subdivider may request the release of funds from escrow to pay invoices for work completed in the scheduled installation of the required improvements. The Subdivider shall furnish to the Planning Commission or its authorized representative, copies of all invoices related to a request for the release of funds from escrow. An inspection shall be made by the

appropriate agency representatives to determine if the construction of improvements has progressed sufficiently to justify the release of the requested funds.]

- (4) [(5)] Generally, the Subdivider shall be required to complete all REQUIRED improvements [guaranteed by bond or escrow] within twelve (12) months from the date of Final Plat approval. The time of year and construction season length shall be considered in setting the completion date. An extension may be granted by the COUNTY COMMISSIONERS [Planning Commission] only upon a showing of good faith effort by the Subdivider to complete the improvements within the specified time period.
- (5) [(6)] No GUARANTEE [bond or escrow funds] shall be accepted by the COUNTY COMMISSIONERS [Planning Commission] for CONSTRUCTION OF REQUIRED IMPROVEMENTS IN additional sections of a subdivision if the required improvements in any previous section are not complete and the time limit for completion has expired.

E. Inspection and Acceptance of Required Improvements

- (1) Roads, streets, sidewalks and drainage - An on-site inspection shall be made by the County Planner, the County Engineer, the Zoning Administrator, the Soil Conservation District representative, and the County Roads Superintendent who shall make a written report to the County Commissioners or Roads Board indicating whether the required improvements have been satisfactorily installed. The County Commissioners or Roads Board may then adopt a Resolution accepting the improvements for County ownership and maintenance, and [the Planning Commission] may authorize the release to the Subdivider of the GUARANTEE [bond] or remaining escrow funds.
- (2) Electric and telephone utilities - The Subdivider shall provide a letter from the appropriate electric or telephone company indicating that the required utilities have been satisfactorily installed.
- (3) Community water and sewerage facilities - IF THE PLANNING COMMISSION HAS REQUIRED DEDICATION OF COMMUNITY WATER AND/OR SEWERAGE FACILITIES TO A PUBLIC OPERATING AGENCY, the Subdivider shall provide a letter of acceptance from the appropriate agency. [for any community water and sewerage facilities.]

SECTION TWO. BE IT FURTHER ORDAINED, That this Act shall be known as Ordinance Number 83-004; and

SECTION THREE. This Act is hereby adopted on November 8, 1983, and shall become effective on November 19, 1983.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed an Application for Public Official Liability Insurance (annual renewal of policy 700440) from Midland Insurance Company.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed invitations-to-bid numbers CC-11283 and CC-11183, lubricants and fuels, respectively.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners, following review of the Sheriff's Department incident report, unanimously authorized payment of \$73.50 to Harvey Exum, Denton, for 21 rabbits killed by stray dogs, which amount is seventy percent (70%) of the amount requested, as is customary.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed a proclamation that declares November 20-26, 1983 to be "Adoption Week" in Caroline County.

Mr. Richards reviewed with the Commissioners a memo prepared by Betsey Krempasky, coastal zone coordinator, regarding the local impact of the EPA Chesapeake Bay Study. The memo states the Study's overwhelming conclusion is that the Bay will continue to deteriorate unless action is taken immediately. Both the State and federal governments will place greater emphasis on programs and regulations to control pollution in the Bay and its tributaries. Several new regulatory programs have already been proposed and many existing programs will be strengthened. Enforcement and inspection programs for development permits will also be increased. A summary of the major areas of impact on Caroline County as anticipated by Ms. Krempasky follows:

Town Sewage Treatment Plants: More stringent standards will be established for sewage treatment plants, including stricter enforcement of discharge permits, especially in those towns with sewage flows exceeding 0.5 million gallons per day. However, since the Choptank River and Marshyhope Creek are spawning areas for anadromous fish, all sewage treatment plants will probably be required to install and maintain facilities which reduce the amount of chlorine residual in the effluent. Since the federal government has reduced the grants available for upgrading sewage treatment plants, a greater financial burden will be placed on the towns.

Septic Tank Systems: Caroline County has had a policy not to establish sanitary districts in those areas identified as having failing septic tanks. However, with the State's new emphasis on water quality improvement, the State will try to enforce the correction and proper maintenance of the failing septic systems and may pressure the County to construct central sewage facilities. The State Health Department has already proposed stricter regulations concerning the construction of new septic systems. The local impact of such regulations will mean that fewer areas of the County will be approved for on-site systems and already existing building lots may be rendered unbuildable. Planning Department staff are now reviewing the second draft of these proposed regulations and will try to have them changed so the impact on Caroline County is less severe.

Agriculture: Non-point pollution has been identified in the EPA Study as the major reason for water quality degradation in the Chesapeake Bay. With Caroline County having approximately 90% of its land area in agriculture or forest, any program which seeks to control non-point pollution will have a substantial impact in the County, especially on the farming community.

Wetlands and Agricultural Drainage: The preservation of non-tidal wetlands is one area with little regulatory control in the State government at this time. The enactment of new laws and regulations to preserve non-tidal wetlands is possible and will have a great impact on the future of agricultural drainage projects in the County. There is a possibility that no new public drainage associations will be permitted and that the maintenance programs for existing public drainage associations will be drastically changed. Several non-tidal wetland areas in the first and second election districts of the County have been identified by the Nature Conservancy as being ecologically significant.

Other Concerns: In addition to the recommendations of the joint task force, the State Department of Natural Resources has recommended to the Governor some additional strategies for improving the water quality of the Bay. These include strengthening the existing grading and sediment control program and implementing the State Storm Water Management Program. This latter requires Caroline County to adopt a stormwater management ordinance by July 1, 1984, a major undertaking. A greater requirement for adequate environmental review of all development projects is

envisioned. The County may also have to revise several existing ordinances including the Subdivision Regulations, the Water and Sewerage Plan, the Comprehensive Plan, the Grading and Sediment Control Ordinance and the Zoning Ordinance.

Mr. Richards reported that the county will be assisting in marketing of the 2,000 copies of Voices of the Land. If all copies are not sold, Caroline will be reimbursed after Wye Institute, publisher, is reimbursed, and if no profits remain, Caroline will receive remaining copies of books.

Mr. Richards submitted for Commissioners' careful review the proposed agreement between the Town of Federalsburg and the County on shell building number one. The Commissioners generally concurred with the terms and requested Mr. Richards to refer it to County Attorney George Nier for scrutiny.

Mr. Richards reported that Caroline County has \$350,000 in bond anticipation notes coming due December 1, 1983, with Caroline County Bank. Three pending capital projects are Federalsburg Library renovation (\$120,000), County Roads renovation (\$200,000) and completion of Courthouse renovation (relocation of Permits office, Circuit Court vault fireproofing, etc.) The existing obligation and pending projects can be combined in one note issuance. Mr. Richards has discussed with Peoples and First National banks a ten-year negotiated bond sale of between 250,000 and one million dollars at a fixed interest rate of 8½ to 9½ percent. (The current ceiling on County borrowing authority is 1.6 million dollars.) Annual total debt retirement for one million dollars would be \$100,000 for ten years. The Board of Education will notify Mr. Richards of capital projects which must be accomplished over the next several years. Short-term renewal may be requested of Caroline County Bank until a negotiated sale can be arranged.

At 11:00 a.m., the Commissioners convened as the Board of Health. (See Board of Health Minutes.)

At noon, the meeting of the County Commissioners reconvened. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners unanimously adjourned into closed session to meet with members of the Board of Social Services at their request.

At 12:45 p.m., the meeting of the County Commissioners reconvened.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners unanimously approved the recommendation of the Personnel Review Board regarding reduction-in-force as follows:

REDUCTION-IN-FORCE

- A. Policy. A reduction-in-force shall occur whenever there is lack of work, lack of funds, reorganization, or the abolishment of positions. Only permanent employees shall be affected by the reduction and entitled to the provisions that follow.
- B. Notification. Employees selected for reduction-in-force shall be given written notice at least thirty days prior to the effective date. Such notification shall include the reason for the reduction, the effective date and projected extent, an explanation of benefits to be received and payment due, and the chances for recall.
- C. Designation. The County Commissioners working with the County Administrator shall designate those classes to be reduced or those positions to be abolished.
- D. Order of Layoff. Employees shall be selected for layoff according to seniority, with the least senior employees scheduled first. Department heads may request to keep junior employees in specified jobs essential to operations.

- E. Bumping. Employees in the affected classes who have three or more years of service shall be permitted to bump less senior employees and take over the job. However, senior employees may only bump into a job for which they do not have to be retrained, or one which they formerly performed. When an employee who is within one year of retirement is bumped, he/she shall retain his/her current rate of pay.
- F. Benefit Provisions. The County shall absorb the individual portion of medical insurance for affected employees for two (2) months after the effective date. The life insurance premium shall be paid for one month after the effective date. Service time during the layoff as it relates to the pension system shall be provided for in the pension plan.
- G. Recall. The rights of affected employees shall be provided for in Chapter VI, Section 603.1.
- H. Layoff Pay. When an employee is laid off, one week of pay for each year of service shall be awarded.
- I. Transfer. An employee scheduled to be laid off may apply for vacant positions for which he/she is qualified, and shall receive preference over other applicants.

The proposed policy will be submitted to the Personnel Review Board for final approval. The policy is eligible for adoption by the Commissioners after the Review Board's 45-day review period has terminated (December 29, 1983), and if adopted will constitute an amendment to the Personnel Regulations.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously assigned the following positions to salary scale as indicated at a step sufficient to give each employee a ten percent increase:

Public Works Supervisor	Grade 10
Assistant Supervisor, Roads	Grade 9
Motor Equipment Operator IV	Grade 7

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners agreed to send out termination notices for the following positions effective January 1, 1984: personnel administrator, purchasing agent, coastal zone coordinator and two (2) Highway Worker II's.

The Commissioners signed Abatement or Deduction from Tax Roll forms 1512-1513, and Increase or Addition to Tax Roll forms 1033-1036.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

November 15, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 10:10 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates

Absent: Edwin G. Richards, County Adm.

County Administrator Richards was testifying at a State hearing on infrastructure (capital programs and borrowing) in Annapolis.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of November 8, 1983, were unanimously approved.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the Board of Health of November 8, 1983, were unanimously approved. Vouchers 20767-20844 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$180.00 - F. Dale Minner, Clerk of Circuit Court - criminal court costs due for October.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$1,169.68 - Maryland Unemployment Insurance Division - unemployment benefits paid to former employees for the quarter ending September 30, 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$400.00 - Maryland School for the Blind - tuition for first half of school year 1983-84, as required by Laws of Maryland, Chapter 133.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$32.03 - Manlove Automotive Service - supplies for Martinak dredging (reimbursable through Program Open Space).

At 10:00 a.m., the Commissioners met with Margaret Myers, Virginia Brown, Beth Adams, and Mary Blair, members of the Woman's Club of Denton. Ms. Myers, chair of the Schoolhouse Centennial Celebration, presented the Commissioners with a copy of the Club's new cookbook, The Chesapeake Collection, with the following remarks:

One hundred years ago, on October 15, 1883, to be exact, "the new frame building was complete and was accepted for use" by the Caroline County School Board (quoted from School Board minutes of that date.)

The building served as a school until 1925, and was purchased by the Community Club of Denton in 1926, a group that is now The Woman's Club of Denton. In 1978, the building was accepted for listing on the National Register of Historic Places and is known simply as the Schoolhouse in that publication.

Over their years of ownership, the women of the Community Club/Woman's Club have performed many services to their community, including using their building as home for the library from 1935-1962. At the same time they have maintained the Schoolhouse, their clubhouse.

A year and a half ago, facing the need for major maintenance, the decision was made to compile a cookbook, one that would highlight the Eastern Shore of Maryland - not only its cooking, but also its history. Hence, The Chesapeake Collection. Its purpose - to collect some of the old and eatable to support the preservation of the old and valuable. We think we have produced a cookbook the Eastern Shore will be proud of, and that it will help greatly in our historic preservation efforts and encourage others in theirs.

We will be presenting it to the school alumni and the public as our gift to our 100-year-old piece of history at our Centennial Celebration this Saturday, November 19, at the Schoolhouse. We have come today to present a copy of The Chesapeake Collection to you, as representatives of the county where the Schoolhouse is located and The Chesapeake Collection was born.

The Commissioners graciously accepted the book, congratulating the members on their accomplishment, and presented it in turn to George Sands, library administrator, to become a part of the Caroline County Public Library collection.

Thomas Eveland, Caroline 350 Committee chair of the County symbols project, inquired about the Commissioners' willingness to designate a county tree, flower, bird, etc. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously expressed their interest in doing so, provided the necessary research is accomplished by the subcommittee.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously selected A. D. Benefit Plans, Inc. to administer the new Caroline County pension plan.

Paul Wise, economic development administrator, discussed his recent attendance of a national economic development seminar at Phoenix, Arizona (fifty percent State-sponsored); and prospective occupants for the Federalsburg Industrial Park and the proposed Denton Industrial Park.

The meeting of the County Commissioners was adjourned.

* * * * *

At 7:00 p.m., the Commissioners met with Sheriff Andrew, Deputies Charles Andrew and Donald Nagel, William Cooper, chairman of the Central Alarm Board, and eight board members. Mr. Cooper stated that the board feels the problems of the emergency communications office are due to lack of professional operation and direct supervision. Specific problems cited include:

- 1) No definite written procedures.
- 2) Lack of complete communications cross-training of Sheriff's Department and communications employees.
- 3) Twenty-four hour shiftwork being required of some employees.
- 4) Insufficient number of employees to carry out duties.
- 5) Resulting low morale and lack of efficiency.

The Board members recommended the following solutions:

- 1) Establish emergency communications as an independent agency, to include local police, fire, ambulance and rescue organizations.
- 2) Increase office staff to nine communications clerks and one fully-responsible supervisor.
- 3) Train all clerks in all aspects of communications office work.
- 4) Establish an Emergency Operation Center Board to govern the office and all operating procedures. The Board would consist of members of the Central Alarm Board and representatives of police agencies.

Mr. Richards said he concurred with identified problems, and said that the office was at least two and possibly three employees short. The County will have to budget an additional \$18,000 to \$20,000 annually to make the system work properly.

All acknowledged that cross-training is a problem, since communications work makes certain requirements of an individual, and requires regular performance of duties to insure efficiency.

Discussion continued on an employment schedule to rectify current problems, with all in agreement as to proposed phases of hiring and program development.

The Commissioners agreed, by unanimous consent, to make a motion at their November 22nd meeting on hiring.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

November 22, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Charles T. Dean, Sr.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the minutes of the previous regular meeting of November 15, 1983, were approved. Vouchers 20845-20910 were approved for payment. Payroll checks 12042-12191 were approved for release.

Gerry Bilderback, director of the Upper Shore Private Industry Council, presented a Maryland Department of Employment and Training Job Training Partnership Act (JTPA) Grant Request and Approval signature sheet for the Private Industry Council Upper Shore Service Delivery Area. Upon a motion made by Mr. LeGates, and seconded by President Bell, President Bell signed the Dislocated Worker grant application, effective September 1, 1983 to April 30, 1984.

Discussion was held on legislation to be submitted to the 1984 General Assembly. The Commissioners will be meeting with legislators next week to make official requests. Mr. Richards said that a jail funding bill will be needed, since last year's bill was defective. President Bell said he would like to seek funding for a State unemployment office to be located in Caroline County.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners authorized advertising for a supervisor/trainee for the County emergency communications system to be hired as soon as possible. Hiring of additional communications clerks, as discussed last week, will be considered in the spring.

At 10:00 a.m., as advertised, the Commissioners held a bid opening on project #CC-11183, fuels. The following bids received were opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Tri-State Oil Company (Hudson Oil Company, Denton) Post Office Box 334 Snow Hill, Maryland 21863	\$195,613.00
Tri-Gas & Oil Company, Inc. Post Office Box 465 Federalsburg, Maryland 21632	\$172,079.00
Greensboro Supply, Inc. Post Office Box 28 Greensboro, Maryland 21639	\$179,308.60
Paradee Oil Company Post Office Drawer A Dover, Delaware 19901	\$171,138.50
Southern States Cooperative, Inc. Denton Service (represented) Post Office Box 278 Denton, Maryland 21629	\$174,806.32

The bids were referred to staff for evaluation.

At 10:15 a.m., as advertised, the Commissioners held a bid opening on project #CC-11283, lubricants. The following bids received were opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Tri-Gas & Oil Company, Inc. Post Office Box 465 Federalsburg, Maryland 21632	\$ 9,285.41

<u>Bidder</u>	<u>Base Bid</u>
Wharton & Barnard, Inc. Route 3, Mallard Drive Delmar, Maryland 21875	\$ 6,029.93
Dryden Oil Company, Inc. 9300 Pulaski Highway Baltimore, Maryland 21220	\$ 8,628.10
Paradee Oil Company Post Office Drawer A Dover, Delaware 19901	\$ 9,435.95
Southern State Cooperative, Inc. Denton Service (represented) Post Office Box 278 Denton, Maryland 21629	\$10,241.75

The bids were referred to staff for evaluation.

The Commissioners met with Norma Miller, director of Mid-Shore Project Head Start. Ms. Miller wishes to begin developing Head Start programs in Caroline, and will need a letter of support from the Commissioners to do so. In 1979, Shore Up! Inc., a Community Action Agency serving the lower Eastern Shore, began operation of Head Start, which is non-profit and federally funded, in Kent, Queen Anne's, and Talbot counties. Five centers and nine classrooms are currently in operation, serving 151 low-income, three- and four-year-old children, ten percent of whom are handicapped. The four major components of the program are to provide educational opportunities and early identification of health problems, to increase parental involvement, and to assist families to obtain needed social services. The Commissioners recommended that Ms. Miller contact day care centers, the Board of Education, and Denton town manager Ed Pelosky regarding possible program sites, and then meet again with the Commissioners.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners, following review of the Sheriff's Department incident report, unanimously authorized payment of \$32.20 to Harvey Exum, Denton, for seven hens and five guineas killed by stray dogs, which amount is seventy percent of that requested, as is customary.

Elinor Whaley, director of Recreation & Parks, reported that improvements at the Denton tennis courts, Denton Elementary School (phase 1), and Preston Elementary School (phase 1) have been completed, and that reimbursement through Program Open Space is expected shortly. She presented a POS application for development of three acres of the Preston Elementary School community park, which, upon a motion made by Mr. LeGates, and seconded by President Bell, received signature of approval. Development will consist of improvements to the playground area, erection of a concession/storage building, and landscaping, at an estimated total cost of \$6,024, of which \$4,518 will be POS-funded if the application is approved by the State.

At 10:10 a.m., and as authorized by Article 76A, Section 11(a)(7), the Commissioners, upon a motion made by Mr. LeGates, and seconded by President Bell, adjourned into closed session to meet with county attorney George Nier regarding a roads matter, and shell building one.

At 10:40 a.m., the meeting of the County Commissioners reconvened into open session.

Joseph Quinn and Ben Gordy of C. W. Amos and Company presented the Commissioners with the results of the FY 1982-83 audit of county government records. Mr. Quinn noted the following:

- 1) The adopted budget was followed very closely by all departments.
- 2) Long-term debt increased by approximately \$400,000.
- 3) Bond anticipation notes on capital projects have accumulated to the point where they should be converted to long-term financing.

- 4) There has been a drop in overall funds available to the county. The amount of surplus applied to FY 1983 from prior years was \$514,000. Of that, only \$288,758 remains to be applied to FY 1985 (budget already struck for FY 1984). The general fund equity as of June 30, 1982 was \$761,650; as of June 30, 1983, \$536,381, a drop of \$225,269.
- 5) In FY 1982, Caroline's assessable base was \$142,542,000; in FY 1983, \$151,207,000, an increase of six percent.
- 6) There are three areas of deficiency in complying with revenue sharing regulations, which can be corrected as follows:
 - a) Place funds in a separate account to allow for an audit trail.
 - b) Commit funds for specific purposes/in specific areas, as opposed to using them "to reduce the tax rate."
 - c) Keep detailed records of fund expenditures to allow for comparison with commitment.

Mr. Richards reported that the Health Department has agreed to assist with preparation of the required stormwater management ordinance, and others.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

November 29, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Charles T. Dean, Sr.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the minutes of the previous regular meeting of November 22, 1983, were approved. Vouchers 20911-20950 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by President Bell, President Bell signed a Program Open Space application and project agreement for development of two acres of the Greensboro Lions Club Park to include: outfield preparation for a softball field with removable outfield fence, and an access road and parking area for field users and spectators. Total cost of the project is \$1,600, of which all but \$400 will be State-funded. The Lions Club members will pay the remainder.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$10,531.00 - General Recreation, Inc. - portable bleachers and benches per bid #CC-8383 (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by President Bell, President Bell signed the Maryland Department of Employment Training Job Service Component Plan Concurrence Sheet for the Upper Shore Service Delivery Area for the period October 1, 1983 through September 30, 1984. The plan was revised at Caroline's request to include the following information: (1) The size of the labor force for Caroline County changed from 8,300 to 10,500; (2) In December 1983, a Job Service office will be opened in Denton, and will serve the needs of Caroline County residents.

Upon a motion made by Mr. LeGates, and seconded by President Bell, President Bell signed Blue Shield of Maryland, Inc., Group N369 Dental Contract dated November 4, 1983, effective September 1, 1983, between the Caroline County employees and Blue Shield.

The Commissioners met with delegates John Ashley, Richard Colburn, Ronald Guns, William Horne, and Samuel Johnson; and Senator Walter Baker regarding Caroline's 1984 legislative needs.

1. Creation of \$110,000 State debt - Caroline County Jail - To replace last year's defective legislation. Delegate Horne said a corrected bill has already been written, and should "sail through."
2. Allocation of State funds for Caroline County Unemployment Office - President Bell would like to see such an office opened as of July 1, 1984, to work cooperatively with the soon-to-open employment office. Delegate Horne said although funding could be done administratively, a legislative bill could be introduced to require funding. President Bell said he feels the office should be staffed in part with county residents. He thanked all present for their efforts in establishing the employment office.
3. Technical comment on the possibility of using a non-binding referendum to obtain voter opinion on the questions of adoption of code home rule, elected vs. appointed school board, and establishment of a five-man board of county commissioners. Delegate Colburn will investigate if and how this can be accomplished and report back to the Commissioners.
4. Support of the Civiletti Commission plan to equalize disparities in state funding for education. Mr. Richards said the Commission's 3A proposal runs somewhat parallel to that recommended by the Maryland Association of Counties, and urged the representatives to look very seriously at it. The plan retains the basic Lee-Maurer formula, which benefits less wealthy counties. No county will be harmed by the proposed plan.

Mr. Richards explained that the most important issue is one of principal: that the State recognize the true cost of education, and the change through time of that cost. "We wanted 100% equalization, and 3A only proposes 75%, but at least the plan recognizes true cost," he said. The consensus of the representatives was that although they were cognizant of the importance of the issue, they were reluctant to enact a new funding formula that would result in a tax increase. Delegate Horne said he felt some form of the Civiletti plan would pass. (The plan contains both high cost and low cost alternatives.) The high cost alternative, however, almost mandates a tax increase, which may or may not be necessary "over the long haul," he said. At any rate, legislators will insist on accountability, and that the money goes into the classroom. Mr. Richards replied that although he understood the need to be fiscally conservative, it is crucial to identify the issue as one not of specific dollars, but of recognizing the real cost of education and making a firm commitment to gradually equalize costs.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

December 6, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 10:05 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of November 29, 1983, were approved with one correction. Vouchers 20951-21050 were approved for payment. Payroll checks 12194-12335 were approved for release.

Mr. Dean presented two exhibits on the Treaty of Paris to be displayed in the Courthouse and the Caroline County Public Library. He was presented with these at a Treaty of Paris celebration conference on December 2, 1983, sponsored by the Maryland Humanities Council.

The Commissioners met with Clarence C. Stull, mayor of Federalsburg; Andrea Sommers, administrative secretary for the Federalsburg town office; Lester Tipton, Federalsburg treatment plant operator; and Lester Coble, Jr., R. S., director of Environmental Health Services. Discussion was held on the sewer moratorium being imposed upon the town of Federalsburg. The moratorium establishes that no new sewer hookups can be made in Federalsburg, which in effect means no new building permits can be issued, until the town's sewer facilities can adequately handle the additional load.

Following is a summary of comments from the group.

Coble: The State issued the moratorium; the County agency is to see that it is enforced. The installation of a third flow meter would increase the available capacity. I understand Federalsburg has received this flow meter and they are in the process of having it installed. The town has also notified American Syn-Fuels their waste load upsets the balance in the treatment plant due to a solid build-up from their polymer, and that Syn-Fuels is in need of a pre-treatment system.

Stull: Federalsburg has purchased and installed the third flow meter. Syn-Fuels has until Friday to show a drastic change in their effluent or they will be ordered to shut down and will be disconnected from the town sewer.

Tipton: The proposed pilot treatment plant will prove or disprove the unit's capability to decrease the effluent. The polymer waste from Syn-Fuels blocks the trickling system and won't allow anything to pass through.

Stull: I don't see why we need to change to allow for additional sewer capacity. The proposed plant moving to shell building number two is already hooked up to the town sewer, so there won't be additional flow. This problem has been neglected for years.

Richards: What happens to the building that is being vacated? The building would have to remain empty in order to refrain from additional loading to the system.

LeGates: Although they are in a building that is presently hooked up to the town sewer, the hook-up rights will probably stay with the building and its owner rather than be transferred to the old tenants.

Coble: The State Health Department has approved a temporary on-site septic system to be constructed for shell building number two, until which time town sewer facilities are available for hookup.

Stull: The Federalsburg town council voted against constructing an on-site septic system.

The Commissioners questioned what could be done in regards to the town's refusal for the temporary septic system.

Alan Visintainer, county planner/engineer: The cost of this system in comparison to the total project cost is small. I feel this is a good solution. The County Water and Sewerage Plan allows this, and the decision is that of the Health Department and the shell building buyer.

Following the discussion, the Commissioners were invited to attend a meeting on Friday, December 9, 1983, with the Town of Federalsburg and American Syn-Fuels.

At 11:10 a.m., as authorized by Article 76A, Section 11(a)(7), Annotated Code of Maryland, and upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners adjourned into closed session to discuss pending litigation with the county attorney.

The meeting reconvened into open session at 11:40 a.m.

Mr. Richards presented the following resolution for the Commissioners' review and approval. He informed them this is a one-time commitment in which the monies will come from the pension fund, and in most cases no new hiring will be needed.

RESOLUTION NUMBER 83-010

Special Retirement Benefits

IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, THAT THE FOLLOWING BENEFITS ARE HEREBY APPROVED AND ADOPTED:

To provide special retirement benefits as follows:

<u>Recipient</u>	<u>Monthly Benefit</u>
Anthony	\$259
Lord	239
Lutz	398
Cole, Charles	390
Fountain	495
Cobb	373
Tinley	355 (upon reaching age 55)

In addition, Mildred Irwin is to be given credit for three years service bonus and to be considered to receive benefits calculated as if normal retirement age had been attained.

To be eligible to receive these benefits, each employee must accept this offer in writing no later than January 20, 1984. The retirement must take place during the year of 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved the special retirement resolution as presented.

Mr. Richards presented a second resolution of two parts formalizing entry of appointed officials into a separate pension plan. The reason for this is the appointed officials would better benefit from a defined contribution plan, rather than the defined benefit plan which was set up for regular merit-system employees. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved the resolution as follows:

RESOLUTION NUMBER 83-011

Establishment of Account With ICMA Retirement Corporation

IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, THAT THE FOLLOWING IS HEREBY APPROVED AND ADOPTED:

In that appointed County officials are not included in the new County pension system, the Commissioners agree to establish an account with the ICMA Retirement Corporation for each full-time appointed official named below.

Emerson, Charles
Richards, Edwin G.
Sands, K. Leigh

Thornton, Carl L.
Visintainer, Alan D.
Whaley, Elinor L.

The Commissioners agree to contribute eight percent (8%) of the amount of annual salary of each appointed official to an account with the ICMA Retirement Corporation set aside as a retirement

program to benefit appointed officials. The Commissioners reserve the right to review this amount each budget year beginning in June 1985, but at no time will the amount be set less than the equivalent contribution made to County Employee Pension System.

The Commissioners agree to transfer to an account with the ICMA Retirement Corporation an amount equivalent to the Present Value of Benefits earned by the appointed officials in the County Pension System in exchange for a signed statement from each that he/she agrees to terminate participation in that pension system and waives any claim to benefits from that system. The amounts to be transferred as calculated by A. D. Benefit Plans, Inc., are as follows:

Emerson	\$2,463
Richards	9,199
Sands	1,489
Thornton	2,619
Visintainer	2,862
Whaley	390

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

The Commissioners agreed by unanimous consent to have their clerk devise a resolution for presentation to V. Edwin Unger of Federalsburg in appreciation for the time and effort he devoted in assisting the County's effort to consolidate the County's pension plans.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously agreed with the recommendation of County Attorney George Nier to make settlement with three of the County's large creditors: Heirs Associates, Ltd.; Wade Insulation, Inc.; and American Paving Corporation, all of whom were subcontractors of Thompson Builders, Inc. Settlement is not to include interest or finance charges.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted with one material change the drafted modification agreement to the agreement dated August 16, 1981, between the County and the Town of Federalsburg, prepared by Starke M. Evans, Federalsburg town attorney. Such agreement is to be adopted and executed in due course.

By unanimous consent, President Bell provided signature on a Certificate of Assurance to the Secretary of the Treasury, stating Caroline County will comply with the requirement of the Revenue Sharing Act, as amended, in order to receive Revenue Sharing payments for Entitlement Period 15.

Mr. Richards informed the Commissioners the first quarterly income tax check has been received. There was an 11.5% increase over last year. He stated the County's revenues and expenditures are in line with estimates. He also stated the jail is projected to generate a lot of income.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed the following agreement with the Maryland Department of Employment and Training:

This agreement made this fifth day of December, 1983 is between the Department of Employment and Training, State of Maryland and Caroline County Government.

Caroline County agrees to furnish the Department of Employment and Training approximately eight hundred fifty (850) square feet of space at the "Denton Armory," located at Fourth and Randolph Streets in the city of Denton. (See attached floor plan.)

The cost of utilities, janitorial services and maintenance of the space occupied by the Department of Employment and Training will be the responsibility of Caroline County Government.

The Department of Employment and Training will be responsible for the installation and maintenance of the telephone equipment for the use of that State Department.

The Department of Employment and Training will be responsible for the conduct of all persons using the area assigned to said Department during the time when it is in use as a function of the Department of Employment and Training.

The Department of Employment and Training will normally conduct business between the hours of 8:00 a.m. and 4:00 p.m. daily, from Monday through Friday. Any deviation from these hours will be with the approval of Caroline County Government.

The effective date of this agreement is December 5, 1983, and this agreement will proceed on a month-to-month basis subject to cancellation by either party on sixty (60) days, written notice.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

President Bell requested that a meeting of department heads be scheduled in January to discuss the budget.

There being no further business, the meeting of the County Commissioners was adjourned.

Tammy M. Mitchell
Tammy M. Mitchell
Acting Clerk

December 13, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of December 6, 1983, were unanimously approved. Vouchers 21051-21119 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$500.00 - Wesleyan Center - cost of electricity for cold room storage of food since the September food distribution (reimbursable through the Maryland State Department of Education, Food Distribution Section).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$2,773.15 - Journal entry - Recordation of expenses of County Roads Board equipment, labor and materials used in dredging of Martinak State Park and the moving of that equipment from the Park (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a proclamation declaring December 12 through 16, 1983, as Teacher Appreciation Week, as presented by Dr. Allan Gorsuch, acting superintendent of schools, Robert Thornton, Board of Education, and Tyrone Holmes, Caroline County Teachers Association.

Carl Thornton, codes administrator, reported on the December 9 meeting between Federalsburg officials and American Fuel Technologies, Inc. (Syn-Fuels) representatives. The Town had given the company until

that day to make drastic changes in their wastewater system or to remove the effluent they generated from the town sewer system. The following has been accomplished by the company to date:

1. Installation of a pilot dissolved air flotation (DAF) unit. Construction of a building around the system to maintain temperature. Operation of the system by a qualified individual.
2. Installation of a bypass in the DAF system that will enable the plant to reroute unacceptable effluent to the company lagoon.

The company plans to recycle more wastewater in order to reduce demand and volume of discharge, but the effect of the coagulant polymer residuals on the fermentation process will have to be determined. Mr. Thornton said the Health Department has ordered the County not to issue any plumbing permits in Federalsburg, which is of concern, because the County is in the process of finding an occupant for shell building number two. Alan Visintainer, county planner, said although the occupant will not be able to hook up to the town sewer system until the State moratorium is lifted, a temporary sewage system could be erected on site. That, however, would be an interim solution since there is other acreage in the park to be marketed and developed, he said.

Mr. Thornton reported on a recent fire in West Denton that killed an elderly man, caused by a badly rusted woodstove. The County is powerless to prevent such occurrences because it lacks a functional housing code. Should an ordinance be adopted, an inspector will be needed to enforce it. Mr. Thornton recommended this year that the Commissioners hire an inspector, and will do so again next year.

Mr. Visintainer reported that Caroline County and each municipality will be required by July 1, 1984, to adopt a comprehensive Stormwater Management Ordinance. Draft ordinances must be submitted to the Maryland Water Resources Administration on or before March 31, 1984. Since stormwater management and grading and sediment control are similar programs it is the intent of Mr. Visintainer and Mr. Thornton to combine the requirements of both programs into a single ordinance if the State is amenable. (Mr. Thornton had previously reported that because of recent extensive changes in State law, the County grading and sediment control ordinance now needs to be amended accordingly.) Mr. Visintainer stated his serious concerns about the effectiveness of the stormwater management measures advocated by WRA. The measures are designed for metropolitan counties with tremendous amounts of development, he said, not for a county like Caroline with flat topography and a high water table. The measures will result in additional costs, and may provide little benefit. The State is currently offering only technical assistance with the new regulations. Mr. Visintainer said he will probably be coming back to the Commissioners in January with a recommendation for appointment of an advisory group, to include engineers, to study the matter and make recommendations to the Commissioners.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the second low bid of Tri-Gas & Oil Company, Inc., as the lowest responsive bid meeting all bid requirements, as recommended by purchasing officer Jim Scrivnor, for bid #CC-11183, fuels and delivery, to commence January 1, 1984, as specified in the contract documents. The Commissioners rejected all other bids submitted. President Bell signed an agreement with the contractor dated December 13, 1983.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners unanimously accepted the lowest responsive bid of Tri-Gas & Oil Company, Inc., meeting all bid requirements, as recommended by purchasing officer Jim Scrivnor, for bid #CC-11283, oils and lubricants and delivery, to commence immediately after January 1, 1984, as specified in the contract documents. The Commissioners rejected all other bids submitted. President Bell signed an agreement with the contractor dated December 13, 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed the required annual Public Official Bond for Louis C. Andrew, principal. The bonding company is Selected Risks Insurance Company, the amount of the bond \$10,000, and the effective period December 1, 1983 through November 30, 1984.

The Commissioners signed Abatement or Deduction from Tax Roll forms 1514-1526, and Increase or Addition to Tax Roll forms 1037-1038.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized preparation of a letter to the Town of Federalsburg authorizing and instructing them to issue checks before December 30, 1983, to the following three subcontractors who filed court claims as a result of nonpayment for construction work on shell building number one, Federalsburg Industrial Park. The amounts listed below have been found acceptable by the subcontractors as full settlement of claims filed.

Heirs Associates, Ltd.	\$23,387.67
American Paving Corporation	21,000.00
Wade Insulation, Inc.	<u>2,368.32</u>
TOTAL:	\$46,755.99

A fourth claim remains to be settled. Mr. Richards said the claims will be paid from loan funds and rent collections on the building.

Mr. Richards reported that a hearing is scheduled in United States District Court, Baltimore, at 2:00 p.m. on February 3, 1983, regarding Buchanan vs. Eveland, et al. If the defendants' motion to dismiss is not successful, the trial will be held on June 18.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order #4294 to Long Fence Company, Inc., Gambrills, Maryland, for \$9,352.80 for guardrail items for Garland Bridge, per bid #CC-10483, and additional items.

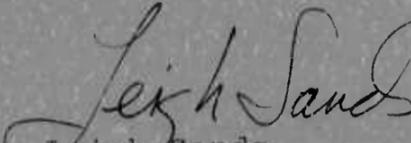
Nancie Hall and Laurie Stull, chairmen of the proposed Two Johns Festival, presented a preliminary State grant application in the amount of \$2,000 for the Caroline 350 Committee project. A local-talent vaudeville show and costume ball will be held at Dan Crouse Park, Denton, on May 19, 1984. The Maryland Department of Natural Resources will provide a barge that will be used as a floating stage. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed the application.

Commissioner Dean briefly discussed the Maryland Association of Counties conference at Hunt Valley he attended in December.

At 11:45 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss a personnel matter.

At 11:50 a.m., the meeting reconvened in open session.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

December 20, 1983
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:00 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

The Commissioners presented employee awards to the following persons, and thanked them for their years of valuable service in county government:

Two Years
Carol Ann Bennett
Ramona Hubbard
Marie Jarrell
Tammy Mitchell
Fayettea Downes
Heidi Sharp
Michael Adams
Kevin Motter
Fletcher Warner

Fifteen Years
Donald Dust
Earl Ramsey

Five Years
John Hutson
Jesse Werner

Ten Years
Doris Monath
Marvin Butler
Shelton Schulties

Twenty-five Years
Edward Willis

At 9:30 a.m., the Commissioners adjourned to sit as the County Roads Board.

At 10:00 a.m., the meeting of the County Commissioners reconvened.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of December 13, 1983, were unanimously approved. Vouchers 21120-21206 were approved for payment. Payroll checks 12338-12502 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$420 - Christian E. Jensen, M.D. - medical examinations for employees of sheriff and jail employees.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$180 - F. Dale Minner, Clerk of Circuit Court - criminal court costs due for month of November 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$345 - N. W. Hayman Trucking Company - food transportation from Baltimore to Federalsburg and Denton (to be reimbursed).

At 10:00 a.m., as advertised, the Commissioners held a public hearing to consider six petitions for establishment of agricultural preservation districts. Alan Visintainer, county planner, discussed each of the petitions, describing the parcels of land involved and identifying their location. Both the Agricultural Preservation Advisory Board and the Planning Commission have reviewed the petitions and recommend approval and submission to the State. President Bell called for public comment.

Petition 83-05

Emily Bender, Marydel, property owner living directly north of land petitioned: Feels property owner is not preservation-motivated. Owner has removed trees, plans to clear approximately twenty (20) additional acres, and has filled in a section of tax ditch causing drainage problems on Ms. Bender's property. State that the quality of the soil is not particularly good. Expressed concern that restrictions will also apply to Bender property.

Visintainer: Although the review boards were somewhat concerned about the nature of the soil, they concluded the property does meet minimum standards for acceptance. The appraisal value of the property, however, will be adversely affected by the conditions described. None of the restrictions the property owner voluntarily assumes under preservation district regulations affects neighboring property owners.

Commissioners LeGates and Bell expressed doubt that petition 83-05 should be approved. Discussion continued.

Mr. Dean made a motion to recommend approval of each and all petitions presented. The motion died for lack of a second.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners denied approval of Petition 83-05, and upon recommendation of Mr. Visintainer, agreed to seek Attorney Nier's opinion. Mr. Dean abstained from voting.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners approved the following petitions for submittal to the Maryland Agricultural Land Preservation Advisory Board:

Petition 83-04: Oryst Mandycz, and Deborah Powell Mandycz, 106.77 acres on both sides of Maryland Route 311, approximately two miles south of Marydel.

Petition 83-07: J. Raughley Wyatt, and Thomas H. Wyatt, Jr. (deceased), 155.9 acres on the north side of Maryland Route 314 and the west side of Garland Road, three miles northeast of Denton.

Petition 83-08: Wilbur and Mabel T. Levengood, 296.29 acres on the west side of Davis Road, approximately one mile south of Goldsboro.

Petition 83-09: Roy D. and Joyce E. Collins, 186.50 acres on the east side of Choptank Road adjoining the village of Choptank.

Petition 83-10: Oscar N. and Olga K. Maloney, and William R. Ross, Jr., 216.47 acres on both sides of American Corner Road, south of American Corner.

Mary Anne Fleetwood presented the Commissioners with a copy of her recently published book, Voices from the Land: A Caroline County Memoir, edited by Betty Carroll Callahan, photography by Hal Rummel, sponsored by the Caroline County Historical Society, published by the Queen Anne Press of Wye Institute, Inc. Mr. Fleetwood expressed appreciation for the \$6,500 project loan from the Commissioners and said book sales are brisk.

Nick Henry, Hobbs, complained about a clogged ditch causing his property to flood. Mr. Richards said he would have County Roads inspect the area.

Mr. Richards reported that opposition to the proposed Tanyard Public Drainage Association remains substantial, despite modifications to the drainage plan by the viewers and the Soil Conservation Service. Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners rejected the report of the Board of Drainage Viewers. Mr. Dean abstained. Should property owners ever wish to organize a public association, it would be necessary to begin the process all over again by submitting a petition to the Commissioners.

Elinor Whaley, director of Recreation and Parks, submitted the Program Open Space 1984 Annual Program for the Commissioners' review. Included in the program is a five-year plan (1981-82 through 1985-86) for land/improvements acquisition and development which lists the following grand total expenditures for completed and planned projects during the period: state/federal acquisition - \$332,141; state/federal development - \$417,377; local development - \$139,113; total - \$888,631. The acquisition program for 1984-85 involves 75 acres at a cost to the state of \$221,108 (no local cost). The development program for 1984-85 and carryover from 1983-84 will

cost \$158,000 in state funds and \$52,662 in local funds. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved the annual program and President Bell provided the necessary signature.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a letter to Delegate Idamae Garrett, which states that the Commissioners support enactment of House Bill 10 - Transportation - Disposition of Property, which would give counties and municipalities the opportunity to acquire certain surplus state land before it is offered back to the person from whom it was originally purchased, as recommended by Ms. Whaley.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed copies of Department of Natural Resources Coastal Zone Management County Contractual Agreement for the term January 1, 1984 through June 30, 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved submission of a proposal for Public Officials and Employees Liability Insurance to International Surplus Lines Insurance Company in view of substantial premium increase by present carrier Midland Marine Insurance Company.

By unanimous consent, President Bell signed a letter to William McGhee, Maryland National Bank, notifying him of the Commissioners' intent to amend the Caroline County Roads Board Retirement Trust Agreement of March 29, 1974, to cover the County Commissioners of Caroline County Retirement Plan and Trust as adopted October 25, 1983, and that the original trust agreement with Maryland National Bank will remain in force until the amendments are made.

By unanimous consent, the Commissioners authorized a letter to Governor Hughes stating the Commissioners' strong endorsement of the request of Secretary Adele Wilzack of the Department of Health and Mental Hygiene that the State allocate an additional \$250,000 for health planning, and that high priority be given to increasing the local health planning allocation.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously reappointed David F. Tribbett, Ridgely, to the Planning Commission for a five-year term retroactive to May 1, 1983, and terminating April 30, 1988.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed a letter to the Mayor and Council of Federalsburg authorizing and instructing them to prepare three checks drawn against the retainage account in full settlement of claims filed by subcontractors of shell building number one. (See minutes of December 13, 1983, for itemization of claimants and amounts of settlement.) The checks are to be immediately forwarded to the county attorney, who will obtain releases from each company.

By unanimous consent, the Commissioners signed a letter of appreciation to V. Edwin Unger, Federalsburg, for his thorough and excellent review work on the new Caroline County Retirement Plan and Trust.

The Commissioners read a memo from Sheriff Andrew recommending and endorsing operator Doris Monath for the position of communications supervisor trainee based on her outstanding past performance.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously agreed to cancel next week's meeting, and authorized President Bell to sign the vouchers.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed an agreement with County Administrator Edwin Richards for continuation of employment through December 31, 1985, and citing conditions of employment.

There being no further business, the meeting was adjourned.

Leigh Sands
Leigh Sands
Clerk

January 3, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of December 20, 1983, were approved as corrected. Vouchers 21207-21298 were approved for payment. Payroll checks 12505-12637 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously designated Doris Monath as Central Alarm communications supervisor trainee, as recommended by the Central Alarm Board and Sheriff Andrew.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized advertisement for hiring of two Central Alarm communications clerks, as previously discussed. One is a replacement position, the other is a new position.

Mr. Richards called to the Commissioners' attention the Town of Denton's proposal for extension of services and facilities to new residents and accompanying annexation resolution for parcels of land constituting an enclave in the area of Second Street. The Town does not propose change in land use or zoning. State law provides that the county governing body may petition the Town for referendum at any time within the 45-day waiting period following the Town's required public hearing and enactment of the resolution.

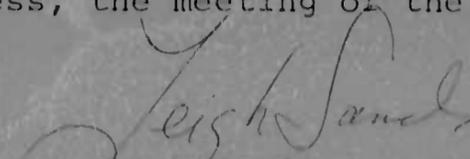
Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$220 - Christian E. Jensen, M.D. - physical examinations for employees of Sheriff's And Central Alarm departments.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved a funding authorization presented by Elinor Whaley to be submitted to the Maryland Department of Natural Resources to obtain \$16,802 in Program Open Space funds for acquisition by the Town of Preston of 4.54 acres as the initial purchase of land to constitute the James T. Wright Memorial Park.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed School Grounds Use Agreement dated January 3, 1984, between the County Commissioners and the Denton Little League whereby the County gives fourth priority for use of the Denton Elementary School-Community Park grounds to the League with certain restrictions, and sets forth other terms of use. The term of the agreement is for one year beginning January 3, 1984, and is automatically renewed.

The Commissioners met with Oryst Mandycz regarding their decision to refer to counsel Mr. Mandycz's petition (#83-05) for establishment of an agricultural preservation district. Mr. Mandycz submitted a letter from Rhett Grant, district conservationist, Soil Conservation Service, that states that he inspected the new ditch Mr. Mandycz constructed on his property and the outlet pipes under the railroad bed. No impeded drainage was found affecting property west of the railroad tracks and water flows freely from the outlet ditch into the Smith-Leslie tax ditch. Mr. Mandycz presented the letter with hope the Commissioners would more favorably consider his petition. The Commissioners informed him that a decision would be made following receipt of County Attorney Nier's opinion.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

January 10, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of January 3, 1984, were unanimously approved. Vouchers 21299-21388 were approved for payment.

The Commissioners signed Increase or Addition to Tax Roll forms 1039-1041, and Abatement or Deduction from Tax Roll forms 1527-1534.

The Commissioners listened to a complaint from Salvatore Reale, Gilpin Point Road, regarding noise emanating from a tractor-driven irrigation pump on the Bell Creek farm property of Thomas Burkelew, tenanted by Timothy Jester. The tractor is being operated about 250 feet from Mr. Reale's home and has no muffler. At Mr. Reale's request, the Department of Health and Mental Hygiene last summer measured the level of sound, and found it to be 66 decibels. The maximum allowable noise level for residential property during day-time is 65 decibels according to State law. Although a violation was determined, no action was taken because the reading was within the plus or minus one tolerance margin allowed for sound meter inaccuracy. The State informed both landowner and tenant in writing of its finding. Mr. Reale fears a reoccurrence of the problem again this summer, and feels a county law is needed requiring fixed internal combustion engines to be adequately muffled and stipulating a minimum placement distance from the nearest residence. Carl Thornton, codes administrator, quoted as follows from the only applicable section of present County law: Zoning Ordinance, Section 4-1. - Agricultural District - "Furthermore, it is intended that in this zoning district there shall be no basis, under the Ordinance, for recourse against the effects of any normal farming operation as permitted in this zoning district, and conducted in accordance with good husbandry practices, including but not limited to noise, odor, vibration, fumes, dust or glare." Lester Coble, director of environmental services, Health Department, said the department has received similar complaints in the past, but the problems had always been corrected voluntarily by the property owner. He added that the State not long ago found it necessary to slightly increase the maximum allowable noise level to allow industry to continue to operate. The Commissioners offered to have letters sent to property owner and tenant, but Mr. Reale felt a legislative solution should be sought. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners referred the necessity for noise abatement regulations for irrigation pumps to the Planning Commission for study. Alan Visintainer, county planner, questioned whether the Commissioners would want to incur the expense of monitoring equipment and trained personnel needed to enforce a noise level law.

Joseph Quinn of C. W. Amos & Company discussed the previously distributed financial report and orally presented a series of recommendations and comments contained in a management letter. A summary of recommendations follows:

- 1) The County's accounting system needs updating and a review for possible changes that consider mini or micro computer applications.
- 2) The Commissioners' office and the Treasurer's office both generate accounting information.
- 3) Interest on public drainage association investments.
- 4) The Commissioners provide an "Allowance for Uncollectible Taxes" account.

- 5) A physical inventory has been started, but does not provide for a complete accounting of capital expenditures incurred by the County.
- 6) Adoption of general policy barring discrimination; designation of personnel to work with civil rights laws; implementation of formal cash flow forecasting program.
- 7) The County should specifically state intended uses of revenue sharing funds.

Discussion ensued on the disposition of interest earned on public drainage association accounts. Both Mr. Quinn and Treasurer William Cole agreed that it would be a very difficult task to separately account for the earnings of each association. Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners agreed to continue to deposit and accumulate the interest in the general drainage account to subsidize the drainage program. Mr. Dean abstained.

Carl Thornton distributed copies of the 1983 calendar year permit summary. The summary lists the number of permits issued for homes, accessory buildings, additions, and mobile homes, the construction value and mean construction value, from 1977 through 1983, and the percent of change.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously appointed David B. Nagel, Preston, as alternate member of the Board of Zoning Appeals for a three-year term ending December 31, 1986.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously reappointed G. Bert Hastings, Federalburg, to the Personnel Review Board to serve a ~~one~~^{three}-year term effective January 1, 1984, in the "general public" category.

The Commissioners signed letter of appreciation to Mrs. James Palumbo, president of the Caroline County Garden Club, for their splendid efforts in decorating the Courthouse for Christmas, and to Margaret Myers, who organized the Christmas Lighting Ceremony on the Courthouse Green.

The Commissioners signed a personnel transaction form for clerk Leigh Sands which authorizes budgeted change in pay status from grade 8, Step 2 to Grade 9, Step 2.

The Commissioners briefly discussed code home rule, with discussion to continue and a decision to be made at the next meeting. Mr. Dean proposed that code home rule be put on the 1984 general election ballot in the form of a binding referendum, stating that he saw no necessity in having the question put before the voters in both the 1984 and 1986 elections, which would be necessary if the 1984 referendum was non-binding. Mr. LeGates said he agreed with Mr. Dean, but wished to defer a motion on the issue until next Tuesday. President Bell said he has requested of Delegate Horne the exact wording of the ballot question.

Mr. Richards discussed his memo regarding the problems caused by hauling uncompacted trash from the southern part of the county. Almost fifty percent of containers hauled are from either the Preston or American Corner sites, accounting for about forty-five percent of miles driven. If the County were to use an on-site compactor in the southern part of the county, the following benefits could be expected:

- 1) The volume of trash buried at the landfill could be reduced by as much as one-third, reducing operating costs and prolonging the life of the landfill (a critical issue).
- 2) The mileage driven by the county trash truck could be reduced by as much as 8,000 to 10,000 miles per year, which would also reduce the amount of the time committed to hauling.

- 3) Site clean-up would be made such easier, reducing the amount of man-hours and equipment.

Use of a compactor would involve the following:

- 1) An investment of \$25,000.
- 2) Closing of one site, since only one new compactor can be justified.
- 3) Hiring of a full-time attendant for the site.

Mr. Richards requested that the Commissioners give the matter their attention so that plans can be made for next year.

At 11:50 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to discuss personnel matters with Administrator Richards.

The meeting reconvened in open session at 12:15 p.m.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

January 17, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of January 10, 1984, were unanimously approved with one specific change: further condensation of the auditor's recommendations and comments on management practices. Vouchers 21389-21454 were approved for payment. Payroll checks 12640-12772 were approved for release.

The Commissioners met with department heads regarding the budget. President Bell reminded them that fiscal conservatism would be expected in the second half of the budget year just as it was in the first. The FY 1984-85 departmental budget requests should be pared of excess before presentation to the Commissioners, he said.

At 9:50 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss a personnel matter with Sheriff Andrew.

At 10:05 a.m., the meeting reconvened in open session.

The Commissioners convened an advertised public hearing relative to Application No. 8312R-A, a request by Linwood F. Trice, Sr. to rezone ten (10) acres of land from the existing zoning classification R-Rural to MH-Mobile Home District, for the purpose of expanding an existing mobile home park, said property being located on the south side of Ischer Road, approximately four (4) miles northwest of Federalsburg. Alan Visintainer, county planner, read the hearing notice aloud, and said the Commissioners had been given the minutes of the Planning Commission and letters from neighboring property owners. Following public hearing, the Commission voted to recommend that the County Commissioners deny the application because

of neighborhood opposition and incompatibility with existing land use. Should rezoning be approved, the applicant must install community water and sewer systems according to Health Department specifications and upgrade park roads to meet county road specifications. Mr. Trice briefly discussed his proposed project, and showed the Commissioners a copy of the contract that each tenant will have to sign. He said he feels the neighboring farmers who oppose rezoning fear increased population will result in complaints about their agricultural practices, such as spreading manure and operating machinery. Mr. Visintainer replied that even if complaints arise, the Zoning Ordinance protects farmers in agricultural districts who observe good agricultural husbandry. He submitted two letters, just received, from Katherine S. Wright and Shirley Cheesman, who oppose the application. President Bell called for questions and comments from the public. A letter from Harry and Janice Nagel, neighboring property owners who oppose the application, was presented and read aloud by Mr. Dean. Mr. Visintainer explained that the Commissioners would not be applying the "change or mistake" rule in evaluating the application, but would use the following criteria since mobile home parks are categorized a "floating" zone: population change, available public facilities, transportation patterns, compatibility with the county's Comprehensive Plan. He said the most valid issue is that of compatible land use in the neighborhood, and recommended that the Commissioners focus their attention there. Marty Cheesman, neighboring property owner, told of the destructiveness of children living in another trailer park near one of his fields. He pointed out that although those who complain about agricultural practices may not have legal redress, the farmers will still have to listen to their complaints. Thomas Eveland, Denton, asked the Commissioners to keep in mind that the mobile home park district was created several years ago to discourage scattering of trailers throughout the county, and to allow trailer owners to live in properly maintained parks. Mabel Kelley, owner of property adjoining the applicant's, stated her objection to the proposed rezoning. There being no further comments, the hearing was adjourned. A decision on the rezoning request will be made in the next two weeks.

The Commissioners convened an advertised public hearing relative to Application No. R8313R-A, a request by Arthur Reedy to rezone five (5) acres of land from existing zoning classification R-1, Single Family Residential, to C-2, General Commercial, for the purpose of constructing and operating a grocery and sundries store, said property being located on the north side of Maryland Route 454 near the Marydel, Maryland town limits. Mr. Visintainer read the hearing notice aloud, and said the Commissioners had been given the minutes of the Planning Commission. Following public hearing, the Commission voted to recommend that the County Commissioners approve the application. Mr. Visintainer said the Commissioners, in this instance, can rezone the area only if there has been a change in the character of the neighborhood where the store would be built, or a mistake in the existing zoning classification. The criteria cited in the preceding hearing may be used as supplementary justification, he said. Walter Palmer, III, Mr. Reedy's attorney, distributed copies of applicable sections of the Comprehensive Plan, and showed on a map the proposed location of the store. There is only one C-2 district in Marydel, he said, in the area of Walker's Groceries. Mr. Reedy said his present store site is not large enough for sufficient parking, and the building has been added on to five times and is a "cut-up mess." Mr. Reedy wishes to offer fresh meats, a delicatessen, baked goods, and improve his produce line. The number of employees would probably increase to as many as twenty-five (25). Hours of operation would be 9:00 a.m. to 9:00 p.m. Mr. Palmer said the necessary arrangements have been made with the State for relocation of right-of-way and obtaining access from Route 454 to the proposed parking area. Mr. Visintainer explained that the Zoning Ordinance requires an off-street, surfaced parking area of at least twenty (20) spaces for a store of the type proposed. Catherine Hitchner, who lives across the street from the proposed store site, stated her opposition to the rezoning. Her chief concern is that the store will at some point sell alcoholic beverages, which she feels would be detrimental to the welfare of the children in the area and to her lifestyle. Carl Thornton,

codes administrator, explained that Mr. Reedy would have to submit an application to the Board of License Commissioners, which would be reviewed at public hearing, and evaluated on the basis of whether or not it is necessary to accommodate the public, and on the character of the applicant. Lester Coble, director of environmental services, Health Department, said soils at the site cannot handle a septic system much more demanding than that which would service the grocery store. On that basis alone, a tavern license would probably not be obtainable. Elizabeth Prandeski, who lives across the road from the site, said she opposes the application on the grounds that it is unnecessary, and presented a protest petition which she had posted in Walker's Groceries for signing. She asked whether the store could be restricted from selling alcoholic beverages. Mr. Visintainer said such a restriction is known as "use conditioning," and that Maryland law does not allow limitation of uses that are otherwise allowed in the zoning district. President Bell called for final comments and questions from the public. None were received. Mr. Palmer presented his summary, stating that the requested rezoning would provide a commercial area within a quarter-mile of the town, as the Comprehensive Plan recommends (Walker's Groceries being slightly more distant). President Bell adjourned the hearing, saying that a decision would be made in the next two weeks.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, and as recommended by Marvin MacDonald, acting purchasing officer, the Commissioners unanimously accepted the bid of Salisbury Steel Products, Inc., in the amount of \$4,164 for six removable bunks for the Caroline County Jail. This was the only bid received.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized publication of an invitation-to-bid on project #CC-11784, creosoted bridge timber.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners agreed to send a letter to the Maryland Department of Transportation requesting the creation of a no-passing zone (double yellow line) on Route 404 in front of the Stone Hearth Inn, as requested by Carol Stockley, Denton.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously accepted with regret the resignation of Alice Grogan Palumbo from the Board of Library Trustees, and, upon recommendation of the Trustees, appointed Rebecca N. Turner, Preston, to fill the term until its expiration on December 31, 1984.

Carl Thornton reported that the Board of Electrical Examiners has requested him to testify in favor of Senate Bill 151, which will enable electricians to practice in all Maryland counties by obtaining one license.

The Commissioners discussed code home rule at some length. Mr. Dean explained the effects of home rule, his feelings about it, and said he had talked to various citizens, the consensus being that Caroline Countians are mature and intelligent enough to live under code home rule. President Bell stated his primary concern is that people understand what they would be voting on. Mr. LeGates said the only feature of home rule he didn't approve of was the authority to abolish the elective office of county treasurer and replace it with the position of appointed finance officer. Mr. Richards explained that the office could not be abolished under home rule without a public hearing, and that five percent (5%) of voters could initiate a referendum on the Commissioners' decision. The Commissioners already have the means of eliminating the office by requesting the delegates to submit a bill to the General Assembly, which technically could be done even without the Commissioners' approval. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously announced their intention to formally consider adopting code home rule for Caroline County by advertising as required, holding the necessary public hearings, and making a formal decision on adoption, which shall be subject to public referendum in the November 1984 election. Mr. Richards will obtain a formal opinion from the county attorney exactly setting forth procedures to be followed.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

January 24, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of January 17, 1984, were unanimously approved. Vouchers 21455-21516 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$60.00 - F. Dale Minner, Clerk of Circuit Court for Caroline County - criminal court costs due for month of December 1983 (payment January 17, 1984).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$1,417.50 - Journal entry to remove from account 25.902 to the contingency account payment to ATEC ASSOCIATES, INC. - dated August 30, 1983 for subsurface exploration and soils engineering report.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized the county treasurer to draw \$650,000 from a line of credit established with The Peoples Bank of Maryland via a \$1,250,000 tax anticipation note dated November 1, 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners granted the early retirement requests of Howard J. Anthony, Freda G. Lord, Jeanette M. Lutz, Otis Cobb, and Joseph E. Tinley, and authorized them to receive pension benefits as set forth in Resolution 83-010, Special Retirement Benefits, adopted December 6, 1983. Retirement for each of the above will take place on or before July 1, 1984.

Mr. Richards reported that the federal government has adopted final administrative regulations prohibiting discrimination against handicapped persons. The following will be required of all jurisdictions receiving revenue sharing funds:

- 1) Publication of policy of non-discrimination and identification of contact person (January 17, 1984).
- 2) Adoption of a grievance procedure if more than \$25,000 is received annually (October 17, 1984).
- 3) Evaluation of all activities, policies, and practices to identify areas of non-compliance. Completion of all non-structural changes needed for accessibility. Preparation of plan for needed structural changes (October 17, 1984).
- 4) Completion of structural changes for accessibility (October 17, 1986).

The Commissioners discussed the rezoning applications heard at public hearing last week. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved Application No. R8313R-A, a request by Arthur Reedy to rezone five acres from R-1, Single Family Residential, to C-2, General Commercial, for the purpose of constructing and operating a grocery and sundries store near Marydel.

Following explanatory comments by Mr. Dean, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, approved Application No. 8312R-A, a request by Linwood F. Trice, Sr., to rezone ten acres from R-Rural to MH-Mobile Home District, for the purpose of expanding an existing mobile home park north-west of Federalsburg. Mr. Bell abstained.

The above rezonings, which constitute amendments to the Zoning Ordinance, will be submitted for formal adoption next week.

County Planner Alan Visintainer reported that he had received a letter from the Delaware Department of Natural Resources and Environmental Control stating that Jemm Investors has applied to Kent County, Delaware, for a zone change to "general industrial" at a site west of Sandtown, north of Delaware Route 10, adjoining a solid waste landfill at the Maryland-Delaware border. Jemm Investors is in the solid and hazardous waste business, owning Eastern Disposal, Inc., Atlantice Coast Environmental, Inc., and a storage facility near Henderson. The proposed land use is office and equipment storage and repair. A Kent County Board of Adjustment permit would be needed if the company wished at some point to store, treat, or dispose of hazardous waste materials. Because of the proximity of the proposed site to Caroline and the nature of the company's business, county officials have been invited to comment on the application. Mr. Visintainer said solid waste handling would not be of concern since the site is next to an established landfill. He will, however, send a reply asking to be kept informed of any plans to handle hazardous waste.

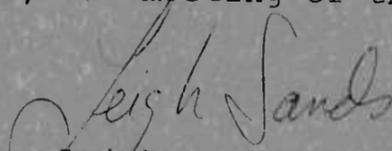
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed "Promissory Notes Extension Agreement" with The Caroline County Bank, noteholder, whereby the Bank agrees to extend payment of the principal amount due on notes in the amount of \$250,000 and \$100,000 executed on December 21, 1981, and November 1982, respectively, together with the interest accruing from December 21, 1983, until April 21, 1984, at which time the unpaid principal, together with the accrued interest, shall be due and payable.

The Commissioners held a lengthy discussion of the proposed closing of a south county collection site, which will be concluded next week.

At 10:55 a.m., and as authorized by Article 76A, Section 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to discuss shell building one-related suits with county attorney George Nier and associate Douglas Everngam.

The meeting reconvened in open session at 11:35 a.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

January 31, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:00 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

At 9:00 a.m., and as authorized by Article 76A, Section 11(a)(6), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session to meet with county attorney George Nier regarding the grand jury's request that the Commissioners appear before them.

At 9:10 a.m., the meeting reconvened in open session.

The meeting of the County Commissioners was recessed, and the Commissioners sat as the County Roads Board until 9:30, when the Commissioners' meeting reconvened.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of January 24, 1984, were unanimously approved. Vouchers 21517-21571 were approved for payment. Payroll checks 12775-12916 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$300.00 - F. Dale Minner, Clerk of Circuit Court - due for criminal court costs nolle prossed July 1, 1983 to December 30, 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$112.86 - Robert E. Jarrell, attorney for Bruce and Barbara Ware - refund of recordation tax incorrectly billed (paid 6/30/81).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$3,070.45 - Scott Landscaping - fencing purchased for program open space projects (to be reimbursed through Program Open Space).

Having been informed by the county attorney that there is no applicable state law on filling the vacant position of Caroline County treasurer, and that county law stipulates only that the Commissioners appoint a "suitable" replacement, the Commissioners upon a motion made by Mr. Dean, and seconded by Mr. LeGates, agreed upon the following procedure: (Mr. Bell abstained.)

1. The position will be advertised in the county newspaper on February 8, 15, and 22, 1984.
2. All applications must be in writing and include a resume listing education and pertinent experience.
3. Applications will not be accepted after Friday, February 24, 1984.
4. Interviews will be conducted. Applicants will be furnished a description of the duties and responsibilities of the county treasurer.
5. Decision on appointment of the new treasurer shall be made by March 1, 1984, if at all possible.

President Bell informed news media representatives that a closed session was held on Friday, January 27, 1984 from 3:30 p.m. to 4:10 p.m. in the Hearing Room. The Commissioners discussed with their attorney their forthcoming appearance before the grand jury.

Mr. Richards informed the Commissioners that Caroline's 1983-1984 first quarter Lotto revenues were \$6,563.45.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners formally adopted Ordinance 84-001, Rezoning Application Number 8313R-A, as follows:

Enacted On: January 31, 1984

Effective Date: January 31, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8313R-A

ORDINANCE NUMBER 84-001

WHEREAS, pursuant to the Caroline County Zoning Ordinance, Arthur W. Reedy has filed an application to rezone approximately five acres of land, from the existing zoning district classification of "R-1" Single Family Residential to "C-2" General Commercial. Said property is located on the north side of Maryland Route 454, northwest of Marydel. Said property is shown on Caroline County Tax Map Number 2 as part of parcel 44; and

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning with certain conditions; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners made the following findings:

1. There was a mistake in the existing zoning classification.
2. The use of this property for a grocery and sundries store is compatible with the existing and proposed development for the area and the County Comprehensive Plan, due to its location on a major through highway and proximity to the Town of Marydel.
3. The property in question adjoins an existing "H-C" Highway Commercial District.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED, by the County Commissioners of Caroline County, Maryland that Map 2 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED to rezone to "C-2" GENERAL COMMERCIAL the property described above and as shown on a map contained in the Planning Commission minutes, subject to the condition that the following actions leading to the erection of a grocery and sundries store on the subject property are completed by the specified dates:

1. Application for a Zoning Certificate and/or Building Permit for structures comprising a substantial portion of the improvements shall be submitted by January 31, 1986; and
2. Construction shall be substantially complete by January 31, 1987.

Subject to the provisions of Section 22-7, failure to comply with these specified dates shall cause the rezoning of the property to be void and it shall revert to its immediately prior zoning district classification; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-001.

This Act is hereby adopted on January 31, 1984, and shall become effective on January 31, 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners formally adopted Ordinance 84-002, Rezoning Application 8312R-A, as follows:

Enacted On: January 31, 1984

Effective Date: January 31, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8312R-A

ORDINANCE NUMBER 84-002

WHEREAS, pursuant to the Caroline County Zoning Ordinance, Linwood F. Trice, Sr., has filed an application to rezone approximately ten acres of land from the existing zoning district classification of "R" Rural to "MH" Mobile Home District. Said property is located on the south side of Isher Road, northwest of Federalsburg. Said property is shown on Caroline County Tax Map Number 54 as part of parcel 41; and

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended denial of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

1. The proposed mobile home park expansion complies with the requirements of the Caroline County Zoning Ordinance Section 9-3 (Mobile Home Parks and Subdivisions).
2. The development will not overburden schools or public facilities and will not adversely affect existing transportation patterns.
3. The development is compatible with existing and proposed development in the area and is compatible with the County Comprehensive Plan.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED, by the County Commissioners of Caroline County, Maryland that Map 54 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED to rezone to "MH" MOBILE HOME, a floating zoning district, the property described above and as shown on a preliminary site plan date October 21, 1983 contained in the Planning Commission minutes, subject to the condition that the following actions leading to the mobile home park expansion are completed by the specified dates:

1. Submission of the final site plan and improvement plans to the Planning Commission by January 31, 1984; and
2. Construction of improvements shall be substantially complete by January 31, 1987.

Subject to the provisions of Section 22-7, failure to comply with these specified dates shall cause the rezoning of the property to be void and it shall revert to its immediately prior zoning district classification; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline County Zoning District Maps, accordingly; and

BE IT FURTHER ORDAINED, That this Act shall be known as Ordinance Number 84-002; and

This Act is hereby adopted on January 31, 1984, and shall become effective on January 31, 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved Agricultural Land Preservation District Petition #83-05 submitted by Oryst and Deborah P. Mandycz for 115.72 acres located east of Maryland Route 311, approximately one mile south of Marydel. The petition will be sent to the Maryland Agricultural Land Preservation Foundation for final approval.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously agreed to purchase one trash compactor to be installed at the Laurel Grove Road or Preston collection site depending on the results of a county survey to be conducted in February.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a proclamation presented by Monica Agapaloglou, James Robinson, and Allan Gorsuch, which declares February 5-11, 1984, to be "Scouting Anniversary Week."

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a letter to the Maryland State Police authorizing them to operate on MHz frequencies 33.70 and 33.44 licensed to Caroline County. New radio equipment is being phased in by the State Police, and Caroline's frequencies will occasionally be used for emergency messages in which the county has interest or involvement.

At 10:20 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session to discuss personnel matters.

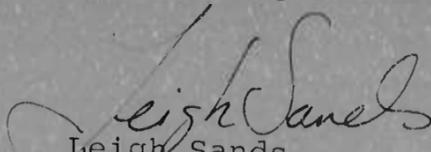
At 11:05 a.m., the meeting was reconvened in open session, and was then adjourned while the Commissioners met in Room 204 with the grand jury.

The meeting reconvened at 1:15 p.m.

Following review of applications received and recommendations made by the Central Alarm Board, the Commissioners unanimously agreed to hire Joyce Ober and Bryan Ebling to fill the positions of emergency communications trainees. Three other recommended applicants will be informed that should additional communications positions become vacant in the next ninety days as anticipated, they will be offered employment.

President Bell made a public announcement regarding his application for the position of county treasurer. He has decided, he said, for personal and professional reasons, "to complete the office of county commissioner to which I was elected, and not seek appointment as county treasurer."

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

February 7, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of January 31, 1984, were unanimously approved. Vouchers 21572-21649 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$60 - Christian E. Jensen, M.D. - physical examinations for fire control employees (payment dated January 31, 1984).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$247.62 - Select Service & Supply Company - baseball equipment for use at schools (reimbursable through Program Open Space).

At 9:30 a.m., as advertised, the Commissioners held a bid opening for project #CC-11784, creosoted bridge timbers (for Draper's Mill Road Bridge). The following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
F. Bowie Smith & Son, Inc. Baltimore, Maryland	\$17,299.35
Koppers Company, Inc. West Orange, New Jersey	\$14,576.00

The bids were referred to staff for evaluation.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously adopted Resolution 84-001, Reduction-In-Force, as follows:

COUNTY COMMISSIONERS
OF
CAROLINE COUNTY, MARYLAND

RESOLUTION 84-001
REDUCTION-IN-FORCE

WHEREAS, on November 8, 1983, the Commissioners authorized submission to the Caroline County Personnel Review Board of a proposed amendment to the Personnel Regulations to be called "Reduction-In-Force"; and

WHEREAS, Section 4-6 of the Personnel Ordinance states that the Commissioners shall not give final consideration to the adoption of amendments until receipt of comments from the Board or until after forty-five days after the amendment has been submitted to the Board; and

WHEREAS, the forty-five-day review period expired December 29, 1983, and no comments have been received.

THEREFORE, IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, That the amendment, which follows, is hereby adopted as proposed:

- A. Policy. A reduction-in-force shall occur whenever there is lack of work, lack of funds, reorganization, or the abolishment of positions. Only permanent employees shall be affected by the reduction and entitled to the provisions that follow.
- B. Notification. Employees selected for reduction-in-force shall be given written notice at least thirty days prior to the effective date. Such notification shall include the reason for the reduction, the effective date and projected extent, an explanation of benefits to be received and payment due, and the chances for recall.
- C. Designation. The County Commissioners working with the County Administrator shall designate those classes to be reduced or those positions to be abolished.
- D. Order of Layoff. Employees shall be selected for layoff according to seniority, with the least senior employees scheduled first. Department heads may request to keep junior employees in specified jobs essential to operations.
- F. Bumping. Employees in the affected classes who have three or more years of service shall be permitted to bump less senior employees and take over the job. However, senior employees may only bump into a job for which they do not have to be retrained, or one which they formerly performed. When an employee who is within one year of retirement is bumped, he/she shall retain their current rate of pay.

- F. Benefit Provisions. The County shall absorb the individual portion of medical insurance for affected employees for two (2) months after the effective date. The life insurance premium shall be paid for one month after the effective date. Service time during the layoff as it relates to the pension system shall be provided for in the pension plan.
- G. Recall. The rights of affected employees shall be provided for in Chapter VI, Section 603.1.
- H. Layoff Pay. When an employee is laid off, one week of pay for each year of service shall be awarded.
- I. Transfer. Employees scheduled to be laid off may apply for vacant positions for which he/she is qualified, and shall receive preference over other applicants.

IT IS FURTHER RESOLVED That the Personnel Regulations be amended accordingly.

COUNTY COMMISSIONERS
OF CAROLINE COUNTY

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a proclamation declaring February 12-18, 1984, to be "Vocational Education Week" in Caroline County. The proclamation was presented by Jennifer Dyer, president, Maryland FBLA; Wanda Dunn, VICA; John North, FFA; Fannie Satterfield, FFA; Kim Coulbourne, FBLA; Vanessa Cogdell, FBLA; Gray Smith, FBLA; Christie Willoughby, FBLA; and Marcelle Lee, FBLA.

Robert Rouse, extension agent, gave the Commissioners an update on avian influenza. Because of the seriousness of the local threat of influenza, he said, the extension service has been asked to compile a list of all backyard flocks in Caroline County. Avian influenza has been found in a 60,000-bird layer flock in northern Cecil County, Maryland. A state and federal quarantine area has been established involving Cecil County from the C&D Canal northward. All poultry and poultry product establishments within the quarantine area will be required to operate under the regulations and restrictions established by the United States Department of Agriculture task force and the Maryland Department of Agriculture. Movements of poultry, poultry products, and equipment used to handle live birds, eggs, and carcasses will be operating under a supervised permit system to prevent the spread of the disease to other areas. Surveillance testing will be conducted on all poultry flocks within the quarantine area. In Pennsylvania alone, over ten million birds have been killed, and the disease is still not under control. Although not a health threat to consumers of poultry and egg products, avian influenza would be disastrous to the poultry and egg industry and have a devastating effect on the entire economy of Delmarva.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized publication of invitation-to-bid #CC-2184, one new 1984 automobile, a replacement vehicle for the Health Department, which the State will pay for.

Mr. Richards reported that five Sheriff's deputies (diving team) worked a total of 47½ hours of overtime due to an accident at Mud Mill.

Carl Thornton, codes administrator, reported on the 1983 calendar year animal program as follows:

<u>Calls responded to</u>	:	590	
<u>Dogs picked up</u>	:	506	
Euthanized	:	379	(by Talbot County Humane Society)
Adopted	:	66	
Expired	:	36	
Reclaimed	:	25	

Annual average of
dogs picked up since
program began in 1979: 800

Mr. Thornton has enlisted the assistance of the Times-Record in notifying the public of unclaimed purebred dogs available for adoption.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized payment to retiree Otis Cobb, county roads department, of 49.25 days of unused sick leave, half the total accumulated, as provided for in the Personnel Regulations.

William Greenage, soil conservation district supervisor, and Rhett Grant, district conservationist, met with the Commissioners regarding record-keeping for the public drainage associations in the county. Mr. Grant said that the amount of time involved in researching and preparing the annual tax rolls has become extremely burdensome to the treasurer's office and soil conservation service staff. Mr. Grant and Mr. Greenage requested the county's assistance in computerizing the records as soon as possible, and to keep their needs in mind when purchasing computer equipment. Mr. Grant said funds from the soil conservation district could be used to help offset the cost. Mr. Richards said the county is probably two years away from computerization, but that he will try to find means of aiding them in the interim.

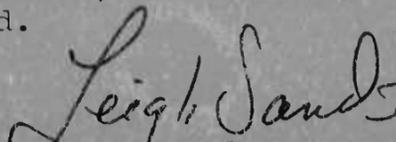
The Commissioners signed Increase or Addition to Tax Roll forms 1042-1044 and Abatement or Deduction from Tax Roll form 1536.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed "Agreement for the Distribution of Commodities and Funds for Emergency Food Assistance" with the Maryland State Department of Education. The Commissioners are designated the sponsoring agency, and the Caroline County Department of Social Services, who will administer the program, the recipient agency. Mr. Richards said that Social Services was successful with the program last year, and that the state has authorized funding for two more years. The county is reimbursed for administrative costs.

At 11:20 a.m., and as authorized by Article 76A, Section 11(a)(3), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session to discuss the Denton Industrial Park with Alan Visintainer, county planner, and Paul Wise, economic development administrator.

The meeting reconvened in open session at 12:10 p.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

February 14, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:55 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Administrator

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of February 7, 1984, were unanimously approved. Vouchers 21650-21741 were approved for payment. Payroll checks 12919-13066 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following checks drawn against the contingency fund were unanimously approved for release: \$217.00 - Norris Williams; \$1,107.94 - Nuttle Lumber Company; \$439.41 - Lenco Mechanical Contractor - Repair of frozen water lines at the 4-H and Youth Park (costs below insurance deductible).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$660.00 - F. Dale Minner, Clerk - criminal court costs for January 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$1,028.36 - The Maryland Unemployment Insurance Administration - benefits paid to former employees for the quarter ending 12/31/83.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$315.46 - American Pro - three bases and anchors for schools (reimbursable through Program Open Space).

By unanimous consent, the Commissioners instructed staff to schedule three public hearings during March and April in the northern, central, and southern areas of the county on the proposal to adopt code home rule. State law requires at least two hearings.

At 10:00 a.m., as advertised, the Commissioners held a public hearing regarding six petitions received for establishment of agricultural land preservation districts. Alan Visintainer, county planner, after introductory explanation, described each proposed district. The petitions, he said, have been reviewed by the Planning Commission and the Agricultural Preservation Advisory Board and found to meet all qualifying criteria, and are therefore recommended for approval. President Bell called for public comments and questions on the petitions one by one; none were received. The Commissioners, by separate motion, unanimously approved each of the following petitions for submission to the Maryland Agricultural Land Preservation Foundation (motion and second indicated):

Petition Number 83-11: Paul G. And Dorothy K. Geihlsler - 127.97 acres on the northwest side of Choptank Road, west of Marsh Creek, near Choptank. (Dean/LeGates)

Petition Number 83-12: Robert E., Constance T., and Roberta B. Fletcher; and James O., L. Gertrude, and Agnes M. Morgan; and Joan Morgan Price - 100.92 acres on the east side of Garland Road just south of Garland Lake. (Dean/LeGates)

Petition Number 84-01: Victor H. and Vera W. Rieck - 71.4 acres on the northwest side of Choptank Road, and on the northeast side of Poplar Neck Road, near Choptank. (LeGates/Dean)

Petition Number 84-02: Walter M. Shaffer, Jr. and Walter M. Shaffer - 203.60 acres on the east side of Garland Road and the north side of Shepard Road, approximately three miles south of Greensboro. (Dean/LeGates)

Petition Number 84-03: William H. and Eunice M. Parker - 116 acres north of Substation Road, southwest of Hickman Road, approximately six miles southeast of Denton. (Dean/LeGates)

Petition Number 84-04: Lemuel C., Jr. and Norma Lee Kinnamon; and Richard C. Kinnamon - 211.39 acres north of Maryland Route 480, east of River Road, approximately one and one-half miles east of Ridgely. (Dean/LeGates)

By unanimous consent, the Commissioners signed petitions presented by Allan Gorsuch, acting superintendent of schools, addressed to Benjamin Cardin, speaker of the House, and the members of the Ways and Means Committee; and to Melvin Steinberg, president of the Senate, and the member of the Budget and Taxation Committee, which read:

We need your leadership and help. We are committed to Civiletti Plan 3A. We applaud the governor for including \$60 million in his budget. However, we continue to hope that fiscal circumstances will permit full funding of 3A in 1985.

If state resources force the minimum of \$60 million in the first year of a five-year program, it is essential to adopt 3A in the 1984 session for years 2 through 5. This would provide the full \$244 million in year 5. Importantly, it would mean reaching the objective of equalizing 75% of the average per pupil cost by the end of the fifth year.

The Commissioners met with Miriam Dyer, student advisor, and members of Maryland State Future Business Leaders of America and competition winners Jennifer Dyer, Christie Willoughby, Gray Smith, Nicole Lloyd, and Deborah Davis. The students gave a slide presentation of their trip to the national competition in San Francisco, and then gave the Commissioners a check for \$2,000 as reimbursement for the \$3,000 (from contingency fund) given last June by the Commissioners for the trip. The students organized fund-raising events such as a yard sale, bake sale and type-a-thon to raise the money. The Commissioners thanked the students and commended them on their initiative. The money will be deposited as a miscellaneous revenue and shown as a prior period adjustment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized an invitation-to-bid on project #CCRP-01-04, "recreational park fence project."

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved the following 350 Committee grant applications, as presented by Tammy Mitchell, for submission to the state:

1. Caroline County Distance Run (half-marathon, 13.1 miles) May 19, 1984 - \$1,500 - Pat Stark, chair.
2. Parade in Federalsburg, September 8, 1984 - \$1,500 - Betty Happersett, chair; Robert Jester, co-chair.
3. Visual History Project (educational slide show and photo exhibit) - \$1,130 - Betty Callahan, chair.

Mr. Richards reported that, based on the final estimate for the current budget year recently received from the state, Caroline will suffer a \$75,000 property tax revenue shortfall. Higher than anticipated gasoline tax and income tax revenues will offset the shortfall somewhat. Significant growth is reflected in the amount of the assessable base for the forthcoming budget year - \$180,901,170 (before abatements and deletions). This will be the first time in recent years that the county's annual average growth of six percent will exceed the inflation rate. Caroline's constant yield tax rate has been set by the state at \$1.98.

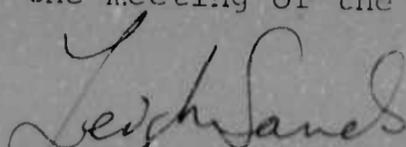
The Commissioners approved preparation of a budget calendar similar to that of the previous year.

Mr. Richards discussed his memo on the breakdown of the FY 1984 budget. In summary, the Commissioners are directly involved in administering only 34% of the County's budget. The remainder is transferred to other agencies over which the Commissioners have oversight responsibility, but no direct control. The internal budget is comprised primarily of salary and employee-related expenses, which is the case for any service industry, such as government, insurance, and health care.

At 12:25 p.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to discuss personnel matters (Human Rights Commission; Sheriff's Department).

At 1:10 p.m., the meeting reconvened in open session.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

February 21, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of February 14, 1984, were unanimously approved. Vouchers 21742-21786 were approved for payment.

Carl Thornton, codes administrator, reported that 6.7 million dollars will be made available to homebuyers through the Maryland Home Financing program at an interest rate of 6.8 percent. A maximum loan amount of \$48,000 has been set for loans statewide. Applicants must be Maryland residents, have incomes of less than \$13,000 for single individuals or \$17,500 if married, and meet other requirements. Award will be by lottery. Mr. Thornton, who will be administering the program in Caroline, said fifty mortgages totaling 1.4 million dollars have been awarded to Caroline residents since the program's inception in 1975.

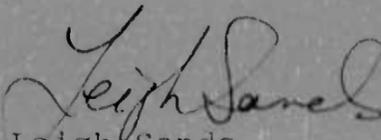
Mr. Richards presented a Modification Agreement between the County Commissioners and the Town of Federalsburg, which modifies an agreement dated June 16, 1981, regarding disposition of money related to a completion loan for shell building number one, Federalsburg Industrial Park. The modification agreement sets forth procedures for defending and settling claims against the County and Town by contractors and subcontractors of Thompson Builders, Inc., and for releasing escrow funds to satisfy legitimate payments and claims. The modification was drafted by attorney Starke Evans, and reviewed and approved by county attorney George Nier. Mr. Richards said it is in conformity with the County's oral agreement with the Town. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed the Modification Agreement.

Allan Gorsuch, acting superintendent of schools, and Ernie Blazejak, school facilities engineer, presented a list of capital improvement projects that the Board of Education would like funded through the local bond authority granted by the state legislature in 1982. Eight projects totaling \$97,500 are proposed for Denton Elementary School, Riverview Middle School, Colonel Richardson Middle School, North Caroline High School, and Colonel Richardson High School. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted the list of projects and agreed to give them final consideration when all other proposed projects, such as county roads barn and Federalsburg library renovation, have been fully evaluated.

Mr. Richards reported that the federal court judge has dismissed all but two counts of the case of former employee John Buchanan against the County.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a letter to the State Highway Administration requesting them to investigate the feasibility of establishing a new entrance from the Federalsburg bypass to an extension of Railroad Avenue or University Avenue in order to improve truck access to the Caroline Industrial Park and other businesses in town.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

February 23, 1984
Denton, Maryland

The County Commissioners of Caroline County convened a special meeting in the Hearing Room at 3:45 p.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.

Absent: John S. LeGates

Those also present: William Donald Schaefer, mayor of Baltimore; Mark Wasserman, Baltimore's physical development coordinator; Mayor of Denton Janet K. Hutson; Denton Commissioners John W. Webster, Joseph Steelman, Lester Branson, and Stephen Hickman; Denton Town Manager Ed Pelosky; Jim Wright and Vaughn Hutson, State Highway Administration; County Planner Alan Visintainer; County EDC Administrator Paul Wise, and news media representatives.

Civiletti proposal 3A was endorsed by all present, and the importance and means of making it a reality were discussed.

Mr. Visintainer traced the route of the Denton bypass on a wall map, and said construction was just getting underway. Mayor Schaefer commented that it was Secretary of Transportation Lowell Bridwell who asked the Mayor if unused State funds earmarked for Baltimore City could be diverted to the Caroline County bypass project, enabling it to proceed slightly ahead of schedule.

Mayor Schaefer offered the assistance of his staff members regarding municipal waste treatment and industrial development techniques.

At 4:15 p.m., Mayor Schaefer was taken on a tour of the bypass sites.

The meeting was reconvened at 5:15 p.m. for an in-depth discussion of education funding, with educators and PTA members participating.

The meeting adjourned at 6:00 p.m.

Leigh Sands
Leigh Sands
Clerk

February 28, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:15 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates

Absent: Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of February 21, 1984, and of the special meeting of February 23, 1984, were unanimously approved. Vouchers 21787-21845 were approved for payment. Payroll checks 13069-13221 were approved for release.

The Commissioners met with Douglas Everngam, attorney with Nier, Jarrell & Hubbard, regarding shell building one, Federalsburg Industrial Park. Following discussion, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously authorized him to settle the suit of Thompson Builders against the County and Town of Federalsburg in the amount of \$12,500, to be paid to the bankruptcy estate.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to the Maryland Agricultural Land Preservation Foundation approving exclusion by Raughley Wyatt of an eight-acre gravel pit from his agricultural preservation district.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners signed a letter to Constance Price authorizing her to use Choptank Marina boatslip numbers 50 and 51 through December 31, 1984.

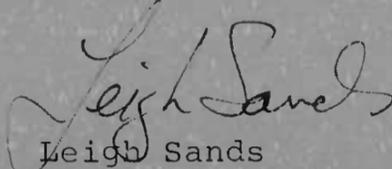
Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners authorized a letter to Governor Hughes requesting that he delay implementation of a fishing regulation requiring increase in minimum gill net size from 3½ inches to 4 inches, which the Administration is proposing as a means of allowing the striped bass population to recover. (Mr. Dean abstained.) The Commissioners feel a new net size should not be imposed until the success of fish restocking efforts can be determined.

At 10:00 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to interview the following applicants for the position of county treasurer: Harry Adler, Harvey Fleetwood, Dorsey Wooters, James Voss, Evelyn Williamson, J. Thomas Ober, Sr., and C. Tolbert Rowe.

The meeting reconvened in open session at 2:00 p.m.

The Commissioners announced that the new treasurer would be appointed at the next regular meeting.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

March 6, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:50 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of February 28, 1984, were unanimously approved. Vouchers 21846-21911 were approved for payment.

By unanimous consent, the Commissioners signed Abatement or Deduction from Tax Roll forms 1537 and 1538, and Increase or Addition to Tax Roll forms 1045 and 1046.

At 9:55 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with county attorney George Nier regarding the position of county treasurer.

The meeting reconvened in open session at 10:20 a.m.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized Marvin MacDonald, acting purchasing officer, and the Commissioners' clerk to open and record bids for project #CC-2284, automobile for the Health Department in the clerk's office.

At 10:21 a.m., and as authorized by previous section cited, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously resumed closed session to continue their discussion with Mr. Nier.

The meeting reconvened in open session at 10:30 a.m.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed a letter to William A. Cole accepting his resignation as county treasurer effective as of the end of the business day on March 30, 1984, thanking him on behalf of all the people in Caroline County for the conscientious manner in which Mr. Cole performed his duties and responsibilities, and wishing him a long and happy retirement.

Commissioner Bell: The next order of business before the County Commissioners is the nomination and appointment of a suitable person to fill the unexpired term for the Office of Treasurer of Caroline County. The vacancy will occur by March 30, 1984. Gentlemen, do I hear any nominations for this office?

Commissioner LeGates: I nominate Dorsey Wooters for the Office of Treasurer of Caroline County to succeed the present Treasurer, William A. Cole.

Commissioner Bell: Do I hear any other nominations?

Commissioner LeGates: I move that the nominations be closed.

Commissioner Dean: I abstain from seconding the motion.

Commissioner Bell: I second the motion that the nominations be closed.

Commissioner Bell: Motion carries by majority, with one abstention. There being only one nomination, I direct the Clerk to enter in the minutes that Dorsey Wooters is the successful nominee.

Commissioner LeGates: I move that we adopt the following resolution:

RESOLVED: After careful consideration of the qualifications of all seven applicants for the position of Treasurer of Caroline County, in accordance with Section 36 of the Code of Public Laws for Caroline County, we hereby deem Dorsey Wooters to be a suitable person for Treasurer of Caroline County and appoint him to hold the office for the remainder of the term which ends July 4, 1987, provided that Dorsey Wooters, within 20 days after William A. Cole's resignation is effective, delivers to the County Commissioners of Caroline County, in satisfactory form, a public official's bond in the amount of Fifty Thousand Dollars (\$50,000.00); and also after confirmation from the Office of the Treasury for the State of Maryland that the bond prescribed by Section 53 of Article 81, Annotated Code of Maryland, has been received in proper form, the Clerk of Court for Caroline County is authorized to administer the oath of office to Dorsey Wooters.

Commissioner Bell: I second the motion to adopt the resolution.

Commissioner Dean: I abstain.

Commissioner Bell: The motion carries by majority.

Mr. MacDonald reported that the following bids received for project #CC-2184, one new 1984 (replacement) automobile for the Health Department, were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Smith Ford, Inc. Denton, Maryland	\$ 5,148.10 (ESCORT)
Preston Ford, Inc. Preston, Maryland	\$ 4,925.00 (ESCORT)

The bids were referred to staff for evaluation.

Caroline County Historical Society members Max Chambers, Mary Larrimore, and Jack Boulais presented the Commissioners with a 3-foot by 5-foot flag they had designed. The flag's field is light green, Lady Caroline Eden's favorite color, said Mr. Chambers,

and features the oval seal on the hoist side, with the words "Green Garden County" at the foot, and a white border on the hoist side. The Society feels their design should be adopted as the County flag instead of the proposed landscape-style flag, and requested permission to finalize the design and submit it to the Commissioners as the official County flag. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized their request, but reserved the right to select which flag would be adopted.

Mr. Boulais, speaking on behalf of the Museum and Library of the Maryland Historical Trust, requested the Commissioners to consider making an FY 1984-85 allocation of \$500 to the Trust, as has been done in past years. Last year the County did not contribute. The Trust provides such services to the County as funding and placement of roadside historical markers, and sponsorship of traveling exhibits.

Mr. Richards introduced Doris Monath, recently promoted to supervisor of the 911 system, and Ms. Monath introduced new communications clerks Tammy Ober, Victoria Goldsborough, and Bryan Ebling.

Alan Visintainer, county planner, reported that staff work has been completed on the 1984 revision of the Caroline County Comprehensive Water and Sewer Plan, which serves primarily as a municipal guide for expansion and improvement. The towns will be furnished copies and asked to comment. The Commissioners will schedule a work session prior to the required public hearing on April 10. President Bell signed a letter to the State transmitting a copy of the plan for their review.

At 11:10 a.m., the Commissioners adjourned to meet as the Board of Health. (See Board of Health Minutes.)

At 11:30 a.m., the meeting of the County Commissioners reconvened.

An advertised bid opening for project #CCRP-01-84, recreational park fencing, was held, and the following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Anderson Fence Company, Inc. Marion, Maryland	\$ 8,359.00
Long Fence Capitol Heights, Maryland	\$ 8,868.00
Emory L. Walston & Sons Denton, Maryland	\$10,761.68
Hause Landscaping Company Easton, Maryland	\$ 9,257.84

The bids were referred to staff for evaluation.

Following lunch, the Commissioners met with Queen Anne's County Commissioners Oscar Schulz, Thomas Pierson, and Vernon Sultenfuss; Administrator Robert Sallitt; and County Roads staff Joseph Brice, James Wright, and Larry Morris regarding four deteriorating bridges that join the two counties. Charles Emerson, public works director, and Mr. MacDonald were also present. The following were mutually agreed upon:

- 1) Taylor Road, Woodyard Road, and Trunk Line Road/El Morris bridges will be rebuilt jointly or by contract. Wooden structural elements will be removed and replaced with metal pipe. Each county will pay one-half the cost. Mr. Emerson and Mr. Brice will jointly prepare a reconstruction schedule.
- 2) Mr. Emerson will contact Fred Eskew, Maryland Department of Natural Resources, regarding the State's willingness to participate in the cost of rebuilding Crouse Mill bridge near Tuckahoe State Park. Concrete is the preferred reconstruction

material. A cost estimate will be obtained, with the cost of constructing fishing walkways on both sides of the bridge shown separately. The possibility of having the State pay one-third of the bridge cost and the entire walkway cost will be explored. The two counties will equally share cost unfunded by the State.

3) Queen Anne's County will allow Caroline to use its road-striping machine on an as-available basis. Caroline will reimburse the cost of labor and material.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed Abatement or Deduction from Tax Roll form for Ralph J. and Karen M. Collins, Federalburg, in the amount of \$48.71, to be subtracted from Mr. Collins' total assessment as shown on the 1983-84 tax roll of the Trice Towers Public Drainage Association. The reason for abatement is erroneous assessment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously signed a joint letter from the Upper Shore Association of Counties to Governor Hughes requesting the State to establish a helicopter medivac unit on the upper Eastern Shore.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized Mr. Richards to solicit proposals for computer purchase for the Courthouse.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted with regret the resignation of John Shults and Alan Thornton from the Economic Development Commission, and upon recommendation of the Commission, appointed William A. Jones, Greensboro, to fill the unexpired portion of Mr. Shults' term, which will expire June 30, 1985.

President Bell signed a letter to Chris Anderson, manager of Tuckahoe State Park, which expresses the Commissioners' appreciation for the Park's donation of the three young sycamore trees planted along Market Street on the Courthouse Green.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

March 13, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 10:00 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of March 6, 1984, were unanimously approved. Vouchers 21912-22010 were approved for payment. Net payroll checks 13224-13370, and 16325 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$185.42 - Passon Sports - base sets for high school and little league (to be reimbursed through Program Open Space).

Rhett Grant, district conservationist, presented for the Commissioners' approval the 1984 list of managers for Caroline's public drainage associations. Decision on approval will be made next week. Mr. Grant said in the last several months his office has

obtained \$65,000 in erosion control funding from federal and state governments. He said he felt Caroline's ditching program is the most active and best organized in Maryland, but that additional help is needed, and that computer assistance, especially in the preparation of annual tax rolls, is a strong necessity.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized invitation-to-bid on safety shoes for public works personnel. The County pays \$42.95 annually toward the cost of one pair of shoes for each employee.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized recent retiree George P. Adams to participate in the Caroline County Retirement Plan and Trust, and to begin drawing monthly benefits as of April 1, 1984, according to the benefit election and authorization for periodic payment forms.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized expenditure of \$500 for aerial photography of the Hobbs Road and Holly Road landfills. Mr. Richards explained that unless the life of the Hobbs operation can be prolonged through re-engineering, the alternative Holly landfill will have to be lined in order to obtain a State permit for use. Queen Anne's County just obtained a quotation on landfill lining, he said, in the amount of 2.5 million dollars. The regional incinerator project is not moving forward as hoped, so full-scale landfill operation will have to be continued.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously accepted the low bid submitted by Preston Ford, Inc., in the amount of \$4,925 for project #CC-2184, one new 1984 sedan for the Health Department, and rejected all other bids.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously accepted the low bid submitted by Anderson Fence Company, Inc., in the amount of \$8,359 for project #CCRP-01-84, recreational park fencing, and rejected all other bids.

The Commissioners examined a modification by Dave Ingraham to the model of the proposed landscape-style county flag. Three stalks of wheat have been added to the lower fly side. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized purchase of one 3-foot by 5-foot flag in the design presented, with the intention of adopting it as the county flag if it flies well.

The Commissioners discussed municipal tax differential in preparation for their evening meeting with town officials. Mr. Richards reviewed his memo, stating that there is not a strong enough argument for payment of tax differential at present.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

March 13, 1984
Denton, Maryland

At 7:30 p.m., and in accordance with Article 81, Section 32A, Annotated Code of Maryland, the Commissioners convened a special meeting to discuss municipal tax differential.

Attending: Janet Hutson, mayor of Denton; Ed Pelosky, Denton town manager; Clarence Stull, mayor of Federalsburg; Harper Lane, commissioner of Ridgely; John Riffle, commissioner of Greensboro; and Janet Moore, Times-Record newspaper.

President Bell read aloud Administrator Richards' memo, which follows:

Tax differentials are based on the premise that some county services are not provided equally in incorporated and unincorporated areas. If this is true, some taxpayers would be paying for services they are not receiving.

Listed below are county services provided primarily in unincorporated areas that are supported at least in part from general tax revenue. Not included in this list this year is County Roads since no general tax revenue was included in the roads budget. Also listed are non-tax revenue which offset the use of tax revenue.

<u>Services</u>		
Sheriff's Department		\$ 162,700
Permits & Inspections		60,121
Planning		58,696
Solid Waste (excluding landfill)		<u>98,500</u>
		\$ 380,017
 <u>Less: Offsetting Revenue</u>		
Police Aid	\$ 78,000	
Fees	<u>77,500</u>	
		(155,500)
TOTAL TAX CONTRIBUTION TO SERVICES PRIMARILY IN UNINCORPORATED AREAS		\$ 224,517
TAX RATE EQUIVALENT		13.6%¢
TAX RATE EQUIVALENT OF COUNTY GRANTS TO TOWNS PER SECTION 17 OF LOCAL CODE		12.9%¢

Mr. Richards said \$78,000 is deducted from the Sheriff's Department because it represents state funding, as opposed to county general tax revenue. Departmental services provided to all areas/citizens of the county are serving papers and court security. The department also responds to calls within town limits, and provides back-up.

Mayor Stull commented that it would be nice if a tax differential formula could be devised in order to eliminate the necessity of annual meetings.

Mr. Richards reminded him that in addition to state law, which requires annual meetings, current expenditures change from year to year, which would make a set formula unworkable.

Since 1931, County law has directed the Commissioners to annually pay the towns a sum equal to six percent of the total county taxes levied and collected on property within their town limits for the purpose of assisting with street repair. Mr. Richards said that only recently has the six percent payment been justified, that earlier payments were actually "overpayments." In all probability, he said, the County will continue to increase expenditures for services in unincorporated areas, which will strengthen the towns' argument in the future for tax differential.

Mayor Hutson, referring to the Town's letter of December 1983, reminded the Commissioners that Denton administers the HUD Section 8 Housing program that serves the entire county.

Mr. Pelosky said the Town bears the expense of hiring and training housing program employees, and pays its inspectors for the time necessary to perform the required biannual rental unit inspections. FY 1983 program administration cost was \$16,882 plus \$6,500 for Housing Council services, totalling \$23,382. Fees covered \$13,774,

leaving a remaining cost to the Denton taxpayers of \$9,608. The Town is willing to pay for services rendered within the Town. In FY 1983, twenty-two percent of the program participants were from Denton. The remaining percentage is represented by the figure \$7,494, for which the Town feels the County should be responsible.

Mr. Richards said that several years ago the Town expanded an existing housing program at the County's request, enabling the County to obtain federal funds for a project. At that time, he said, the federal government reimbursed Denton in full for administering the housing program, although this is no longer true. The Town's request deserves consideration, Mr. Richards concluded, but not within the scope of tax differential.

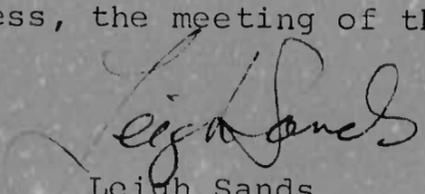
The Commissioners, by unanimous consent, authorized Mr. Richards to work with Mr. Pelosky and present the Commissioners with a recommendation for payment to the Town of Denton for housing program services.

Mayor Stull referred to his letter of February 24, 1984, and said he feels the Town should be paid for their six-man police force.

Dog control was discussed, with Messrs. Lane and Riffle commenting that they felt the level of County service had declined in their towns. Mr. Richards explained that the Commissioners had reduced the number of dog wardens from two to one, which has had an unavoidable impact on service.

Mr. Richards summarized his position by stating that since the six-percent payments to the towns are equivalent to the thirteen cents on the tax rate cited in his memo, he felt the County is covering its obligation and that no further payments under the definition of "tax differential" are currently needed.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

March 20, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of March 13, 1984, and the special evening meeting with the towns to discuss tax differential, held the same date, were unanimously approved. Vouchers 22011-22066 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$1,686.00 - Vera Worm - preparation of transcripts for State of Maryland v. John Buchanan.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$345.00 - N. W. Hayman Trucking - pick-up and delivery of food for distribution program (to be reimbursed by Maryland Department of Education Food Distribution Section).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners, as previously agreed upon, unanimously authorized payment when due to Smith, Somerville & Case in the amount of \$2,500 for professional services on behalf of Roland C. Kent, defendant in Buchanan v. Eveland, et al.

At 9:40 a.m., and as authorized by Article 76A, Sections 11(a)(1), and 11(a)(13), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with Carl Thornton, codes administrator, and to discuss real estate in the Federalsburg Industrial Park.

The meeting reconvened in open session at 10:10 a.m.

The Commissioners met with Ed Kelleher, Maryland Institute for Governmental Service to be briefed on Code Home Rule in preparation for the public hearings scheduled on March 27, April 11, and April 26. The hour-long discussion covered the following aspects of home rule:

1. Steps of adoption procedure
2. New local powers; powers retained by the State
3. Change in day-to-day operation
4. Conduct of legislative sessions

Dr. Patricia Florestano, director of the Institute, will give a similar presentation at the hearings and answer questions.

The Commissioners met with James Spies and Virginia Green, managers of the Long Marsh Public Drainage Association, which encompasses land in both Caroline and Queen Anne's counties. The group indicated they had completed the first of three phases of repairs to the ditch well under the original estimate. They said they are now preparing to begin the second phase, which is estimated to cost \$25,000, and are asking both Caroline and Queen Anne's counties to share the costs. The Board of Managers will submit a formal letter of request.

Rhett Grant, district conservationist, presented a list titled "New Appointment for PDA Managers for Approval by County Commissioners 1984," containing one nominee for each of the county's 69 associations. The Commissioners approved the list as presented with one amendment: Richard Trice, Preston, will serve a three-year term on Trice Towers PDA in lieu of nominee listed.

J.O.K. Walsh, director of Chesapeake Country Economic Development Corporation, and James Perkins, president, Board of Directors, presented an update on annual activities, including the March reception for Japanese industrialists at the Tidewater Inn. Mr. Walsh described the organization's mission, marketing techniques, and scope of the 1983 program.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order #3673 to Hutchison's Building Supply in the amount of \$5,400 for four 1-foot by 16-foot Texture 111 buildings to be erected on public school grounds for use as concession stands for recreational activities. The buildings were requested by Elinor Whaley, director of recreation and parks.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved a Central Alarm console expansion, as recommended by the Central Alarm Board, at an approximate cost of \$2,389, which will be drawn against budgeted funds.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a letter to Tyras Athey, chairman of the House Ways and Means Committee, expressing support for Senate bill 355 - Transportation - Elderly and Handicapped, which would enable counties to receive Department of Transportation funding for paratransit systems serving the elderly and handicapped.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a United States Bankruptcy Court Proof of Claims against the estate of Thompson Builders, Inc.

There being no further business, the meeting was adjourned.

Leigh Sands
Leigh Sands
Clerk

March 27, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of March 20, 1984, were unanimously approved. Vouchers 22067-22135 were approved for payment. Net payroll checks 13373-13528 were approved for release.

The Commissioners reviewed a report of expenses for Martinak Day 1983, presented by Carol Stockley, chairman of the event. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized \$500 from County promotions for 1984 Martinak Day expenses, and complimented Ms. Stockley on her efforts.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$210.00 - A. T. Jones & Sons, Inc. - costumes rented for Founders Day celebration.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$506.00 - Kaufmans - bookcases.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed Supplemental Public School Construction Loan Agreement (Loan of 1983) with the State of Maryland acting through the Interagency Committee on School Construction with the approval of the Board of Public Works. The State agrees to provide a low-interest \$121,000 loan to the County for the following public school capital improvement projects:

Preston Elementary	Roof Work	21,000
Riverview Middle	Roof Work	49,500
Colonel Richardson High	Energy Work	12,000
North Caroline High	Energy Work	11,500
Greensboro Elementary	Energy Work	5,000
Preston Elementary	Energy Work	12,000
Greensboro Elementary	Energy Work	10,000

The amount of the loan plus interest will be deducted by the State Comptroller from Caroline's income, recordation, and license tax revenues on March 1 annually from 1984 through 1998.

Mr. Richards reported that the annual Maryland Department of Transportation letter has been received regarding Caroline's eligibility to participate in a transportation bond issue. Although \$4,385,000 is available to Caroline, Mr. Richards said the County will not have retired its last major transportation debt until mid-1986, and further borrowing, unless of an emergency nature, should not be entered into until then.

Mr. Richards commented on a budget letter recently received from Chesapeake College. The college has managed not only to live within its budget, he said, but has also generated surplus funds, which have been deposited into a building maintenance and repair fund. County officials will discuss formalizing this procedure at a forthcoming meeting at the college, and will also consider creating a \$5,000 line item in each participating county's annual budget for the next five years for maintenance of the now twenty-year-old buildings. For a college the size of Chesapeake, Mr. Richards said, approximately \$500,000 should be accumulated. Interest generated by the fund will pay many day-to-day repairs. Governor Hughes has proposed a budget supplement which may make payment of \$5,000 in the first year unnecessary.

At 10:00 a.m., as advertised, the Commissioners held a public hearing on the proposed establishment of River Bridge Public Drainage Association. Edgar Todd, Soil Conservation Service engineer, recited the chronology of petition filing, appointment and activities of the Board of Drainage Viewers, and the preparation of the viewers' report. Mr. Todd traced the course of the one mile ditch on an aerial map and read aloud the names of the benefitted property owners. He explained that 75% federal funding is currently available for construction costs, that the County is willing to pay 10% of the cost, and that the taxables would be responsible for 15% of the construction cost and maintenance cost. Mr. Todd read aloud the findings of the Board of Drainage Viewers. William H. Smith, although listed as one of the five taxables, will receive no benefit, and according to the viewer's report, should have a 30-inch culvert constructed under his driveway at the taxables' expense to handle water flow generated by the ditching project. Mr. Todd read aloud for each taxable the number of benefitted acres and the proportion of construction cost each would be billed for. Each taxable was asked for a voice vote either for or against organization of River Bridge Public Drainage Association. The results of the voice vote were unanimously favorable. (Joseph Eaton replied for Charles Thorpe.) Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the viewers' report as presented, and declared River Bridge PDA to be officially organized and established.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously agreed to continue their present policy of referring of all requests for payment of pauper funeral expenses to the Maryland Anatomy Board, as provided by State law.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed, on behalf of the County Commissioners, a lease with the Caroline County Developmental Center, Inc., for three parcels of land encompassing 110,310 square feet, more or less, in the Seventh Election District, near Ridgely. The term of the lease is from July 1, 1983 to June 30, 2082. Rental for the 99-year term of the lease is \$1. Paragraph 8 of the lease states in part:

It is understood and agreed between the parties hereto that Lessee intends to construct, at some later date, a new facility on the Leased Premises, which will require long term financing. If Lessee decides to do so, Lessor agrees to execute such documents necessary to assist Lessee in obtaining such financing provided Lessor is not in anyway rendered obligated or liable for the payment of any portion of such financing.

Within a reasonable time after completion of such new facility at the Leased Premises, Lessee is hereby authorized to demolish and raze the existing buliding (being an old public school house).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed Resolution Number 84-002, as follows:

MEMORIAL RESOLUTION

LLOYD F. PRICE

WHEREAS, Lloyd F. Price served with distinction from 1969 to 1982 as manager of Choptank Marina; and

WHEREAS, during the 1930's Mr. Price recognized the waterfront village of Choptank to be well-suited for the development of a marina; and

WHEREAS, as a result of Mr. Price's wide and enthusiastic advocacy, Choptank Marina became a reality; and

WHEREAS, Choptank, Caroline County's first marina, has provided recreational enjoyment for many people, and is a continuing source of pride for Caroline Countians; and

WHEREAS, during his tenure as manager he exemplified the finest traditions of public service-integrity, dedication beyond the call of duty, and concern for the individual; and

WHEREAS, he was a lifelong member of the Chesapeake Bay Watermen's Association and known for his promotion of conservation long before it became popular to do so; and

WHEREAS, he was well-respected by his many friends and associates.

NOW, THEREFORE, BE IT RESOLVED, That the County Commissioners of Caroline County, Maryland, hereby express their deep sorrow at the death of Lloyd F. Price on January 31, 1984; and

BE IT FURTHER RESOLVED, That this resolution be officially recorded in lasting tribute to his memory, and a copy sent to his wife, Constance McDonald Price.

ADOPTED: March 27, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Mr. Richards reported that he has obtained preliminary information from Ed Pelosky, Denton town manager, on their Section 8 Housing program, and that discussions are now in progress.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed purchase order #0484 in the amount of \$790 to NDAA LPL Insurance Service for Lawyer's Professional Liability Insurance for the state's attorney and staff.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved use of one oak table and seven chairs belonging to Judge J. Owen Wise in east room off the courtroom (alternate jury room and attorney's conference room). Judge Wise reserves the right to withdraw them at any time. The Commissioners requested that each item be marked as his personal property.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners, on the recommendation of the Economic Development Commission, reappointed W. A. Stewart Wright, Jr., Denton, and Michael Hollick, Greensboro, to the Commission for five-year terms retroactive to July 1, 1983.

President Bell signed a personnel transaction form for new employee Dorsey Wooters, county treasurer.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners, on the recommendation of the Upper Shore Private Industry Council, reappointed Robert L. Willey, Denton, to the Council for a three-year term effective July 1, 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners gave unanimous courtesy approval to the appointment of Doris Wolter, Federalsburg, to the Upper Shore Aging Advisory Council to fill the unexpired portion of Ted Gelletly's two-year term (through September 30, 1984).

At 11:05 a.m., and as authorized by Article 76A, Sections 11(a)(2), and 11(a)(7), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with F. Elmer Robinson and Wayne Robinson regarding a recent decision by the Board of Education to expel a student, and to meet with county attorney George Nier regarding shell building one, Federalsburg Industrial Park.

At 11:40 a.m., the meeting reconvened in open session.

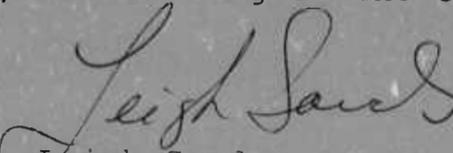
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized Mr. Nier to settle with George T. Harkins, Inc., in the amount of \$4,000 as full satisfaction of his claim regarding shell building one.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized Mr. Nier to settle with George Liebmann, Trustee, in the amount of \$12,500 as full satisfaction of the claim regarding shell building one.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the proposal of Solo Cup Company to pay sixteen and one-quarter percent of the original cost of "Exhibit C property" listed in a lease between the County and Solo, and made all necessary further arrangements to conclude the sale.

The Commissioners accepted with regret the written resignation of Carl L. Thornton, Jr. as codes administrator, thanked him for his years of exceptional service to the County, and wished him well in future endeavors.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

March 27, 1984
Denton, Maryland

At 7:30 p.m., as advertised, the Commissioners convened a public hearing at the Denton Elementary School, Sharp Road, to consider adoption of the code form of home rule for Caroline County pursuant to the provisions of Article XIF of the Constitution of Maryland, and Article 25B of the Annotated Code of Maryland. Approximately 70 people were in attendance.

President Bell, following a brief opening statement, introduced Dr. Patricia Florestano, director of the Institute for Governmental Service, University of Maryland. Dr. Florestano and Ed Kelleher, assistant director, served as consultants to the Caroline County Governmental Study Commission, which was established in 1980 by legislative act. Dr. Florestano said the members of the Commission were among the most active and hard-working that the Institute had worked with. The Commission issued a report in May 1981, which recommended, among other things that Caroline County initiate procedures necessary to implement code home rule so as to put the question on the general election ballot no later than 1985.

Copies of the report and of the Institute's three information sheets "Procedures for Adoption of Code Home Rule," "Powers of Counties Adopting Code Home Rule," and "Passing Local Laws in a Code Home Rule County," were made available to those attending.

Dr. Florestano described the procedures for adoption as follows:

- 1) The county commissioners decide to formally consider adoption of code home rule for the county. Notice of this intention, along with the dates and places of public hearings on the issue, will be published in at least one newspaper of general circulation in the count at least three times at weekly intervals within a period of thirty days prior to the first hearing.
- 2) The Commissioners will conduct at least two public hearings. All citizens and taxpayers must have the opportunity to be heard at the hearings.

3) Within sixty days of the last hearing, the commissioners shall make a decision regarding code home rule. If they decide in favor of it, they will enact a resolution stating that the county shall operate under article XI-F of the Maryland Constitution. A copy of the resolution shall be forwarded to the supervisors of elections in the county.

4) At the next regular, congressional election, the question of code home rule shall be submitted to the voters of the county.

5) If a majority of those voting are in favor of the change to code home rule status, the county commissioners shall within ten days proclaim that fact and the county will become a code home rule county thirty days later.

Mr. Kelleher described code home rule powers as follows:

The county will continue to enjoy all of the powers it has been exercising. These include the powers contained in Article 25 of the Maryland Code, in the County Code of Public Local Laws and in other public general laws of the state which pertain to the county.

The county will, as a result of adopting code home rule, also enjoy all of the powers granted to charter counties which are contained in Article 25A, Section 5, except those in Sections 5(A), (P), and (S). Section 5(A) withholds the general power to enact local legislation and to assign specific penalties to violations of its laws. Section 5(P) withholds the power to borrow money and issue bonds. These powers for code home rule counties are somewhat more detailed than those for charter counties. The Maryland General Assembly also retains the right to impose a maximum limit on the debt of the county. Section 5(S) withholds the power to amend the county charter (which does not exist for a code home rule county), and to enact local laws under the general health and welfare power.

It should be noted that code home rule counties do not have the power to enact local laws related to planning and zoning. All but charter counties must comply with Article 66B of the Maryland Code for planning and zoning powers.

This definition of the powers of code home rule counties is based on an opinion of Attorney General of Maryland, dated December 22, 1977.

Dr. Florestano explained that the County Commissioners, under Code Home Rule, would have a maximum of 45 legislative days to introduce, discuss, and pass local legislation. Typically, she said, code counties devote two days a month to legislative matters. The procedure for passing local laws under code was explained as follows:

- A. DAY 1
A bill is introduced by a commissioner and the public hearing is scheduled. Copy of the bill is posted on the county bulletin board, including the time and place of the hearing. Provide copies of this to public and media, including date of introduction and name of commissioner who introduced the bill.
- B. 7 OR MORE DAYS AFTER "A".
The public hearing is held.
- C. 7 OR MORE DAYS AFTER "A".
The bill is passed. (If not passed, the process stops here.) The entire bill or a fair summary is published in a local newspaper at least three times at weekly intervals within four weeks following passage.

D. 40 DAYS AFTER "C".

A petition to referendum must be filed by this date. It requires the signatures of at least 10% of county registered voters. If half the signatures are filed within 40 days, the deadline is extended 40 more days.

E. 45 DAYS AFTER "C".

If no petition is filed, the bill becomes a law.

Dr. Florestano said there is no evidence that the act of enacting code home rule will raise the tax rate or cost taxpayers another dime. In some cases, depending on more efficient procedures, it may save the County money. The public's level of expectation regarding services may eventually rise, however, causing government to move into new areas and costs to increase.

President Bell opened the hearing to comments and questions from the public, a summary of which follows.

Frank Ricketts: What is the difference between the code and charter forms of home rule?

Kelleher: Maryland counties have two forms of home rule available to them, municipalities only one. Charter tends to be adopted by the larger, more urban counties, such as Prince Georges, Montgomery, Baltimore, Anne Arundel, Howard, Harford, and the atypical Talbot, who feel they need the general welfare powers clause. Kent, Worcester, and Allegheny counties have adopted the code form. If a county decides to adopt the more complex charter form, the must appoint a charter commission, which would have one year to write a proposed charter. A charter is basically a local government form of a constitution, and is a formal law. In code, Article 25B of the State Annotated Code is all there is, and it tells you what you can do.

Judge J. Owen Wise, who served as chairman of the Study Commission, came to the podium to highlight the Commission's report and to share insights and understanding gained from the year-long study. (See Transcript A.)

Summarization of public comments continued

John Asher, Denton, 1965 Study Commission member: We should not criticize code home rule because we think our own people don't have the ability to do the job. Our Commissioners are capable. Our county administrator is regarded throughout the state as one of the best in Maryland. Home rule has built-in safeguards. If we don't like what's being done, we can change it.

Barbara Holmes, Ridgely, 1980 Study Commission member: The Commission devoted a lot of time and effort to this particular issue. I encourage everyone to read it and to vote in favor of Code Home Rule.

Carol Stockley Denton, 1980 Study Commission member: (Read aloud from list of General Assembly hearings on local bills published in Baltimore Sun.) I can't see the necessity for our State legislators to be concerned with certain local issues. Our concerns should be discussed here in the county. I'm certainly hopeful you all will arrive at the same conclusion the Study Commission did and vote for Code Home Rule.

Thomas Eveland, Denton, former County Commissioner: (Described an incident during his term where a delegate from Baltimore County amended a piece of Caroline County legislation without Caroline's knowledge or consent.) Code Home Rule is simply taking what we have now and improving upon it as we see it needs to be improved. I am wholeheartedly in favor of it, and I hope you talk it up among yourselves.

Paul Wise, Denton: I'm very much in favor of Code Home Rule.

William A. Cole, Denton: I, too, am in favor of it.

James Brown, Williston: I've heard what Dr. Florestano and members of the Study Commission have said about Code Home Rule-- it sounds great. So why all the commotion in the newspaper, the Bud Hutton article. If it's good, let's get on with it, and let the people have a shot at it.

Dr. Florestano: Sometimes what happens in this kind of procedure is that people who are not immediately involved in the governance process are concerned about change and the negative impacts of change. The Study Commission made sure we brought in people from other jurisdictions so they could grill them regarding problems associated with Code Home Rule. Generally, we found there were none, but you still get some sense of inertia from the citizens. What County officials and Commission members are trying to show is that it's time to make a change, that maybe it wasn't eight or ten years ago, but it is now.

Maynard Milleman, Preston: What kind of format does it take to operate Code Home Rule? Will it take more Commissioners, more staff?

Dr. Florestano: The major difference is the 45 legislative days, which you didn't have before. You do not need more Commissioners to do this. Code counties are operating with three Commissioners. You are referring to a minority report in the Commission report-- the majority of members think three will be sufficient. The Commissioners may in a few years feel they are overworked, but that is a decision they will individually have to make.

Commissioner Dean: We will still have three Commissioners unless somebody wants it changed. Kent, Allegheny and Worcester are all Code counties and have three commissioners.

Asher: I would like to clarify that those submitting the minority report recommending an increase to five Commissioners would have done so even if the county were to stay with the present form of government. Code Home Rule had nothing to do with it.

Eveland: The comment has been made that there will be a shifting of duties. I think there will be very little shifting because the Commissioners will still have to review legislation whether the form of government is Code or Commissioner

Jim Bilbrough: Code must have some disadvantages; there isn't any form of government that doesn't.

Judge Wise: As I say, we asked everyone who appeared before us; we even asked a man named Hugh Nichols who started out as a man working on a county charter committee and eventually became the Howard County executive. He's seen it from all sides, and he said there are none. You have to remember you have professional bill drafters in Annapolis--most of them are attorneys--but what comes out up there is often not what the people over here intended. There may be additional printing costs, but at least you would be able to come to the Courthouse to see what a bill says. You can't do that now.

Dr. Florestano: If you believe the legislators you send to Annapolis are more capable than your own local government officials, and if you don't want to see the avenues of petition and referendum opened up to local people, then you may not want to support Code Home Rule. But, generally, what we've found is that it provides more openness for government and a closer check on the laws that are made. Quite honestly, we have found no jurisdiction having a problem with Code Home Rule.

James Voss, Denton, 1965 Study Commission member: Our Commission thought Code Home Rule was the appropriate course to pursue nineteen years ago, and we think so even more today. I personally think it is the route to go. It will not make the Commissioners' job any easier, but our governmental process clearly will be simpler.

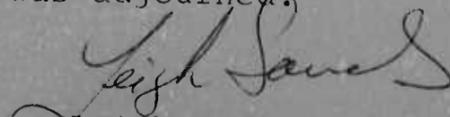
Janet Hutson, mayor of Denton: Home rule certainly works in the Town of Denton, and I feel quite confident that it will work for the County. I recommend that everyone vote for it.

Dale Minner, Denton: I don't see any reason why anyone should be opposed to putting Code Home Rule on the ballot.

Harry Muir, Denton: I'm concerned more people aren't in attendance.

President Bell: I think as hearings continue, there will be a better turnout. The last two hearings are scheduled as follows: 7:30 p.m., Wednesday, April 1, Greensboro Elementary School; and 7:30 p.m., Thursday, April 26, Federalsburg Elementary School. Are there any further comments?

There being none, the hearing was adjourned.


Leigh Sands
Clerk

April 3, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of March 27, 1984, were unanimously approved. Vouchers 22136-22200 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$400 - Maryland School for the Blind - half-year tuition for school year 1983-84.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$32.88 - Federal Paper & Chemical Company - paper supplies used for distribution of food (to be reimbursed by Maryland State Department of Education, Food Distribution Section).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$1,568.65 - Journal entry to charge Program Open Space for reimbursable expenses incurred for repairs to baseball parks (County Roads invoices 4221-4228).

Marvin MacDonald, acting purchasing officer, reviewed the results of Public Works surplus equipment disposal by sealed bid. Upon a motion made by Mr. Dean, and seconded by President Bell, the following bids were unanimously accepted:

<u>Item Number</u>	<u>Description</u>	<u>High Bidder</u>	<u>Bid Amount</u>
214/634	1951 Ford Flatbed Truck	William D. Fisher	\$ 226.00
524	Rosco Roller	Robert E. Blades	200.00
529	Tampo SP-91 Roller	Robert E. Blades	300.00
547	Warner/Swassey Hydraulic Excavator	Charles Cole	650.00
617	1956 Dorsey Semi-Trailer	O. E. Breeding	1,600.00
637	Gravelly Mower	Ed Schanken	100.00
638	Hopper-Type Roller	Wilbur Levengood, Jr.	27.00
903	1966 3/4-ton Truck	Amos Jones	500.00

7481	Yard Crane	Schultz & Sons	111.50
AC-2	1976 GMC 4-wheel Drive Pickup	George Elliott	476.50
AB-1	1974 Plymouth Sedan	Donald H. Shively	155.00

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed Certificate of Title for the following vehicles registered in the name of the County Commissioners for the purpose of transferring ownership:

<u>Vehicle Identification Number</u>	<u>Title Number</u>	<u>Description</u>
TKL246B522455	7271384	1976 GMC Pickup Truck
80251983	9009965	1966 3/4-ton Truck
RL21G4G194531	09000499	1974 Plymouth Sedan

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to the Peoples Bank of Maryland requesting advancement of the sum of \$50,000 to the County Commissioners under Tax Anticipation Note in the principal amount of \$1,250,000 dated November 1, 1983.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed Form 5500-G for the County Commissioners of Caroline County Retirement Plan and Trust as required by Section 6058 of the Internal Revenue Code.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved and signed a letter to the Mayor and Council of Federalsburg notifying them of settlement of two subcontractors' claims regarding shell building one, Federalsburg Industrial Park, and authorizing and instructing them to send the following two checks to George Nier, county attorney:

George Liebmann, Trustee	\$12,500
George T. Harkins, Inc.	4,000

Betty Shull and Carolyn Spicher presented a proclamation declaring April 8-14, 1984, to be "Private Property Week" in Caroline County, which the Commissioners, by unanimous consent, approved and signed.

Mr. Richards discussed the proposed FY 1985 Chesapeake College budget, and the proposed capital budget (\$25,000 per year for five years to be contributed by the five participating counties according to population). Caroline's cost will be increased approximately \$32,000, which was justified in Dr. Schleiger's budget presentation, Mr. Richards said.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized the Farmers Market Committee to use Market Street in front of the Courthouse as their 1984 market site, and install appropriate signs as they have done in the past.

Mr. Richards informed the Commissioners that the Office of Revenue Sharing's Section 504 regulations now require local governments to adopt a grievance procedure for handling complaints regarding the rights of handicapped persons. A Section 504 coordinator will need to be designated by the Commissioners, as well as a review committee. Mr. Richards said a small annual appropriation will have to be budgeted henceforth to cover costs, and that complying with the new procedures will create an additional workload for Commissioners and staff.

The Commissioners met with Donna Horsey, Caroline board member of the Mid-Shore Council on Family Violence, Inc.; Betsy Bateson, program coordinator, and Gail Weissert, Caroline board member. The Council is a private non-profit organization concerned with violence within families. It serves Caroline, Dorchester, Kent,

Queen Anne's and Talbot counties, and is primarily a volunteer organization. The agency provides the following services: emergency shelter, food, transportation; 24-hour hotline; crisis counseling, information, referral and advocacy services for legal assistance, mental health treatment and social services; and domestic violence educational programs. Ms. Horsey explained that House Bill 1290 - Marriage License Fee - Domestic Violence Program - which was passed by the General Assembly in 1983, permits each county to impose a fee of up to \$15 for each marriage license in addition to the established \$10 fee received by the Clerk of Circuit Court. The Mid-Shore Council is requesting each of the counties it serves to raise the fee to the maximum amount allowable. Talbot County approved the fee in October 1983. The \$20,000 generated by increase in fees will be used among other things, to establish a much-needed long-term shelter, and pay professional staff, who are currently working many hours on a volunteer basis. Dale Minner, clerk of Circuit Court, said the increase would not cause any administrative problems for his office. A 1978 report ranks the Eastern Shore highest in the state for interspousal violence against women. A 1979 study documents an average of 22 incidents per month reported in Caroline County, which is equal to or higher than the national average. Ms. Bateson said Caroline Countians accounted for the highest percentage of calls logged between July and December 1983. The Commissioners agreed, by unanimous consent, to include the request with other FY 1984-85 budget requests and ask for comments at the budget hearings.

Mr. Richards reviewed with the Commissioners a letter from Maryland Department of Agriculture, Office of Plant Industries and Pest Management, which states that gypsy moth surveys conducted in Caroline County during the fall and winter of 1983-84 indicate that the gypsy moth will cause extensive tree defoliation in several areas unless control activities are conducted. Several years ago the State implemented an aerial spraying program which has been very effective in protecting foliage and reducing insect population. The program is carried out on the following cost-sharing basis: federal - 50%, State - 25%, and local - 25%. It is estimated that 750 acres of trees in the northern sector of Caroline County need to be sprayed, at an estimated total cost of \$3,900 (county share - \$1,050). The chemical DIMILIN, used in control of boll weevil on cotton, would be used. DIMILIN prevents the moths from maturing by affecting formation of their outer covering, and is described as having minimal impact on beneficial parasites, predators, and bees. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners agreed to participate in the May 1984 spraying program.

The Commissioners met with Constance Price, James Price, and William Price regarding Choptank marina boatslips and pilings. Mrs. Price, wife of former marina manager Lloyd Price, read aloud a prepared statement describing their grievances and giving information about the marina. The Prices' primary complaint is the fact that the County removed three pilings during a dredging operation and has refused to reinstall them in the same location. The pilings were originally driven in 1969 at the expense and for the exclusive use of the Prices, with County authority, and within the confines of the County-owned marina. The second complaint concerns the District Court subpoena served upon William Price for nonpayment of rental on slip #55. Mr. Richards pointed out that in October 1983 a contract was signed between the County and Lloyd Price, now deceased, for replacement of three pilings at County expense outside the confines of the marina. He explained that a number of complaints had been received over the years from boatslip renters about the pilings, and that the County's insurer had advised him that their presence inside the marina exposed the County to legal liability they would not otherwise have, and if sued, the County's insurance would not cover any damages awarded. The contract was prepared and signed with the knowledge of Mrs. Price and her sons, and with the assistance of the Prices' attorney, who participated in the negotiations. Mr. Richards concluded by stating that although the Prices did have a former property interest in the pilings, it was relinquished when the contract was signed. He asked William Price why the pilings

were so important to the family. Mr. Price replied that he liked to moor his commercial fishing boat there since the pilings were driven next to the bulkheading, which facilitated off-loading the day's catch. Mr. Richards pointed out that the County had offered Lloyd Price the free use of slips 50 and 51 as long as he lived, and had, after his death, offered free use to the family throughout 1984, which they refused. Mr. Richards asked William Price why he couldn't tie his boat up in one of the slips and off-load onto the finger pier, since the slips are almost as close to the bulkheading as the pilings were. Mr. Price replied that tying up the boat would take approximately ten minutes longer. Discussion of the disagreement over slip #55 was limited since the matter has been turned over to the county attorney for resolution in District Court.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands

Leigh Sands
Clerk

April 10, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:55 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Absent: Edwin G. Richards

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of April 3, 1984, were unanimously approved. Vouchers 22201-22273 were approved for payment. Net payroll checks 13531-13688 and 16326 were approved for release.

By unanimous consent, the Commissioners signed State Department of Assessment and Taxation Assessment Change Reports Nos. 2-6.

The Commissioners signed United States Fidelity and Guaranty Company Public Official Bonds in the amount of \$50,000 and \$75,000 for Treasurer Dorsey L. Wooters.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$241.50 - Fooks Concrete, Inc. - concrete at little league dugouts at Denton Elementary School (to be reimbursed through Program Open Space).

At 10:00 a.m., as advertised, the Commissioners held a public hearing regarding the proposed adoption of the 1984 revision of the Caroline County Comprehensive Water and Sewerage Plan prepared by environmental specialist Betsey Krempasky. The Plan, which has been updated biannually since 1977, contains both engineering information and statements of policy. It inventories existing water and sewerage systems, identifies problem areas, outlines plans and priorities for solving problems and for simple expansions, and states policy for the development of proposed systems. Each municipality received a copy of the proposed Plan and was asked for comments. The recommendations received were incorporated into the Plan, which if adopted, will be in effect until 1994. In order to be eligible for federal funding, Town projects must be included in the Plan. Following local review, the State Department of Health has six months to evaluate it and comment. The proposed revision is consistent with the County Comprehensive Plan in encouraging growth adjacent to the towns. Most of the changes in the Plan, said Mr. Visintainer, are engineering updates, not policy changes. President Bell called for public comments. The question was raised whether the Plan will do anything to rectify septic problems experienced

by outlying subdivisions. Mr. Visintainer replied that subdivisions approved in the early 1970's when percolation regulations were less restrictive will have to be dealt with on a case-by-case basis. If the subdivisions are located in designated service areas adjacent to a town, the Plan allows for, but does not require, annexation. Carl Houghton said his Chestnut Grove property failed percolation tests because the readings were taken during several months of abnormally heavy rain. Lester Coble, director of environmental services with the Health Department, said he would be glad to review the matter and discuss it with him. Mr. Visintainer informed Mr. Houghton that anyone wishing to develop an outlying subdivision with central sewage and water facilities would have to apply for an amendment to the Plan. He expressed doubt that anyone would want to do so, however, because the cost of the facilities would exceed the sales value of the land. James Gyory, Ridgely town manager, described drainage problems in Boonesboro, an area adjacent to the town, and asked whether the Town, under the proposed plan, could be forced to annex the area. Mr. Visintainer replied that although Boonesboro has been recognized as a problem area since 1976, and that the town sewer system was designed to accommodate Boonesboro, the Health Department does not feel a health threat exists and therefore a mandatory hook-up is not justifiable. Mr. Visintainer also mentioned to the Commissioners that the previous revision was prepared by a consultant at a cost of \$33,000, but that Ms. Krempasky's year-long effort, which he praised, cost far less. There being no further discussion, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously approved the 1984 Plan as presented.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners authorized Mr. Richards to solicit a proposal from Alex Brown and Sons for handling all aspects of the Caroline County bond sale previously discussed. The proposal will be submitted for the Commissioners' review.

At 11:00 a.m., as advertised, the Commissioners held a bid opening for project #CC-3384, safety shoes. The following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Lehigh Safety Shoe Company Endicott, NY 13760	\$ 4,307.25 (approx. 75 pairs)
Knapp Shoes Brockton, MA 02401	\$ 4,921.00
Graves Uniform Clothing Lewes, DE 19958	\$ 5,475.40

The bids were referred to Marvin MacDonald, acting purchasing officer, for evaluation.

Thomas Eveland, former County Commissioner, inquired about the status of a proposed parking lot west of the county jail. Mr. Eveland said the lot would provide parking for twelve to fifteen cars, that the sycamore tree would not have to be cut down, and that most of the construction could be done by the Public Works Department. The Commissioners assured him that attempts are still being made to accomplish the project. A legislative bill was submitted to the 1984 General Assembly requesting State funding for this and other jail-related expenses. The Commissioners were recently informed that the bill did not pass, despite assurances of the delegates of the 36th and 37th legislative districts that there would be no problem.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed a modification of the 1984-85 Upper Shore Private Industry Council Job Training Plan. The modification has been approved by the PIC Board of Directors and by other participating counties.

The Commissioners were informed of the resignation of Joseph Eaton from the Board of Managers of the Thawley Public Drainage Association, and of Russell Waldis from the Board of Managers of the Bullock-Robinson Public Drainage Association. The Commissioners will seek recommendations from the remaining Board members for replacements.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed a proclamation that declares April 9-15, 1984, as "Caroline County Beautification Week." County roads personnel will be working on roadside clean-up throughout the week. The Hobbs Road landfill and the collection sites, normally closed on Sunday, will be open from 8 AM to 5 PM on Sunday, April 15. Those who are aware of particular areas needing attention are urged to call the Public Works Department. President Bell signed letters to Acting Superintendent of Schools Allan Gorsuch encouraging the involvement of school students in beautification efforts, and also to Town officials.

Mary Anne Fleetwood, author of Voices from the Land, and Robert Jarrell and Francis Rogers, members of the Historical Society, met with the Commissioners to discuss book sale arrangements. Ms. Fleetwood said she has been working for two years on the project without realizing any personal profit. Wye Institute and the Queen Anne Press have both been paid off, but a debt of approximately \$5,000 (originally \$6,500) remains with the County. Ms. Fleetwood would like to work as an independent distributor for the months of June, July and August 1984. The remaining books will be divided among the County, Ms. Fleetwood, and the Historical Society, with each being responsible for marketing and sale of books, she proposed. Each will then be entitled to the profits from the books sales they are responsible for. Decision was deferred until next week.

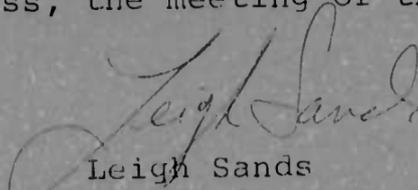
The Commissioners instructed Alan Visintainer, county planner, to prepare a reply to the State to the effect that the County Planning Department agrees to inspect property on which agricultural easements exist for compliance with regulations prohibiting development, but that such agreement is temporary and is contingent upon the number of easements established in the county in the future.

President Bell reintroduced the subject of payment for pauper funerals. The Commissioners generally agreed to reevaluate during budget review the current policy of referring requests to the Maryland Anatomy Board.

At noon, and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned the meeting into closed session to discuss a personnel matter with Charles Emerson, superintendent of Public Works.

The meeting reconvened in open session at 12:05 p.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

April 11, 1984
Greensboro, Maryland

At 7:30 p.m., as advertised, the County Commissioners convened a public hearing at the Greensboro Elementary School, North Main Street Extended, to consider adoption of the code form of home rule for Caroline County pursuant to the provisions of Article XIF of the Constitution of Maryland, and Article 25B of the Annotated Code of Maryland. Approximately 40 people were in attendance.

President Bell, following a brief opening statement, introduced Ed Kelleher, assistant director of the Institute for Governmental Service, University of Maryland. Mr. Kelleher served as a consultant to the Caroline County Governmental Study Commission established in 1980 by legislative act. The Commission issued a report in May 1981 that recommended, among other things, that Caroline County initiate procedures necessary to implement Code Home Rule so as to put the question on the general election ballot no later than 1985.

Copies of the report and of the Institute's three information sheets "Procedures for Adoption of Code Home Rule," "Powers of Counties Adopting Code Home Rule," and "Passing Local Laws in a Code Home Rule County," were made available to those attending. Mr. Kelleher discussed each in detail (see Code Home Rule Hearing Minutes of March 27, 1984).

President Bell opened the hearing to comments and questions from the public, a summary of which follows.

Judge J. Owen Wise, who served as chairman of the Study Commission, came to the podium to highlight the Commission's report and to share insights and understanding gained from the year-long study. (See Transcript A, Code Home Rule Hearing Minutes of March 27, 1984.)

Jerry Fletcher: Will the Commissioners have the power to change the Code of Public Local Laws?

Wise: Yes, this is exactly what we are talking about.

Gary Schoonover, 1980 Study Commission Member: The Commission spent much time and work on this, and we concluded that it would be beneficial to the citizens of the county to have Code Home Rule.

Kelleher, responding to question: The State does not prescribe when the Commissioners must hold their legislative days. This is entirely up to the Commissioners. Some counties hold them during the day and night. With Code, you will not have the power of initiative--you cannot force legislation on the Commissioners, but there is nothing to prevent you from taking a law to referendum. Regarding cost, political scientists have been studying for years which forms of government cost more. The only thing they agree on is that it's not the form, it's how you use it. If you become more active, costs increase.

Father Raymond Christ: If this is all the response you get at hearings, what do you think will happen at hearings on ordinances?

President Bell: I am neither for nor against. We'll let the people decide.

Commissioner Dean: Code will be so much more convenient for people than traveling to Annapolis. I personally am in favor of Code Home Rule, but some people feel it will give the Commissioners too much power.

Judge J. Owen Wise: The same power is being exercised now in Annapolis. With Code we will know the people who are passing laws and be better able to watch and participate in the law-making process. Those people should never have put them in office in the first place if that's how they feel. As John Locke said, "All that is needed for evil to triumph is for good people to do nothing." If people want absentee government, we're better off the way we are.

Kelleher, responding to question: Even with Code, the State can still step in on such matters as the property tax rate and debt ceiling.

Al Boyd: What is the waiting period before a bill can be introduced again?

Kelleher: The Commissioners will have to determine that. State law does not prescribe.

Wise: It wouldn't get reintroduced until one Commissioner changed his mind. It takes two out of the three.

Jack Yeats: Code is not a panacea. We need opponents.

Kelleher: (Explained the difference between initiative - active and referendum - reactive).

Administrator Richards, responding to question: The position of county treasurer is in the Code of Public Local Laws. After adoption of Code Home Rule, these provisions can be modified locally if desired.

Clarence Kibler: I lived in Prince George's County when they had the Commissioner form and when they went to charter. I feel Code Home Rule is a much more sensible, gradual approach than charter.

Milton Godfrey: The State will still determine the assessments and the Commissioners will still set the property tax rate? (Yes.)

Rick Ivans: Will this open the door to mickey-mouse laws? Prince George's and Montgomery counties are always trying to pass silly laws.

Richards: Most mickey-mouse laws are passed under the general welfare provision that charter counties have and code counties don't. We actually have many mickey-mouse laws already on our books. Code would enable us to eliminate them. Caroline already has the authority to adopt the regulations on bicycle traffic you mentioned. We have gone years without those laws, and I feel that trend will continue.

President Bell, in response to question: Legal fees and printing costs are possible additional costs, but they shouldn't be that much.

Kelleher, responding to question: The State words the question as it appears on the ballot. It will contain the words "for the adoption of Code Home Rule status--against the adoption of Code Home Rule status."

Harry Muir: I feel we need a change in government. If Caroline continues to grow, we will experience growing pains. There is no perfect solution, but I think Code Home Rule is a good beginning.

Lawrence Hignutt: I predict the referendum will fail. We are slow to make change in Caroline County. Have you experienced actual problems with the State legislature over past years?

Commissioner Dean: One bill received an unfavorable report this year.

Wise: We can't say the county will collapse if we don't get Code Home Rule. We can't point to something that says we have to do it now. But why wait until something negative happens to us? Most counties have had a crisis, realized they're coming out on the short end of the stick with the State legislature, and then gone to home rule. We can avoid that.

Donna Horsey: (Recounted recent disappointing experience when attempted to testify before State legislature--waited for hours, and when it was her turn to speak, was only allowed to state whether for or against the issue. Contrasted this with recent meeting with Commissioners--was able to speak at length and felt her time was well-used.)

Tracey Cherry: I want to express my appreciation for the Commissioners' willingness to come to Greensboro. If more people knew you were willing to come out into the community periodically, maybe there would be a larger turnout.

President Bell: Are there any further comments? (None received.) I encourage the news media to urge everyone to vote one way or the other on the Code Home Rule question, not to ignore it. Our last hearing is scheduled for Thursday, April 26, at 7:30 p.m. at Federalsburg Elementary School.

The hearing was adjourned at 9:15 p.m.

Leigh Sands
Leigh Sands
Clerk

April 17, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of April 10, 1984, were unanimously approved. Vouchers 22274-22351 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a proclamation declaring April 22 to April 28 as Professional Secretaries Week presented by members of the local chapter of Professional Secretaries International.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$137 - Preston Fire Company - services rendered for burning chicken coop at Preston Elementary School (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order #3684 to Baker Printing Company, Denton, in the amount of \$5,750 for 3,000 booklets on Caroline County history to commemorate Maryland's 350th Anniversary. Mr. Richards said the County had agreed to handle the purchasing for the 350 Committee, and that subscriptions and advertising would cover the printing cost.

Elinor Whaley, director of Recreation and Parks, reported that 55 Choptank marina boatslips out of the 64 available are rented, the highest number in the history of the marina. Running water will soon be available at all slips except those at the gas dock. Ms. Whaley, through grant funds, has made arrangements to purchase a 25-foot anodized aluminum flagpole, a flag, and a commemorative plaque for Lloyd Price, former manager, to be placed at the marina.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved submission of a Program Open Space application and project agreement for the development of .56 acres in the town of Greensboro to be known as Sunset Park West. The project will include landscaping, picnic tables, grills and benches at a total cost of \$8,855, to be shared on the basis of 75% State (\$6,641) and 25% town (\$2,214). The land for the park was donated by D&R Supply, Chestertown.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved submission of a Program Open Space application and project agreement for the development of 3 acres in the Harmony Community Park. The project will include a regulation-sized softball field, children's play apparatus, and a cleared area for picnicing at a total cost of \$12,000, to be shared on the basis of 75% State (\$9,000) and 25% town (\$3,000).

Mr. Richards reported that a petition has been received from 31 residents of Choptank which states:

We the undersigned do hereby oppose the request of William and Constance Price to have three pilings driven inside the Choptank Towne Marina for personal use at no cost. It is unfair for slip renters and taxpayers to have to pay for docking facilities while another individual will have free docking rights. This proposal also will be blatantly breaking one of the marina rules and regulations which prohibits blocking of bulkheads in the marina which are to be used for loading and unloading only.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to The Peoples Bank of Maryland, Denton, requesting the advancement of \$300,000 to the County Commissioners under the County's Tax Anticipation Note in the principal amount of \$1,250,000 dated November 1, 1983.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized Treasurer Dorsey Wooters to seek bids from banks on establishing a line of credit for the next budget year.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized the extension of a loan in the amount of \$350,000 with Caroline County Bank. The loan, which is due on April 21, 1984, will be extended for 120 days.

At 10:00 a.m., as advertised the Commissioners held a bid opening for project #CC-41784, asphalt. The following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
McCarthy Paving Company Woodbine, NJ 08270	\$317,000.00
E. Stewart Mitchell, Inc. Baltimore, MD 21225	\$278,309.50
Asphalt Service Company, Inc. Baltimore, MD 21226	\$238,948.50

The bids were referred to Marvin MacDonald, acting purchasing agent, for review and recommendations.

At 10:30 a.m., as advertised, the Commissioners held a public hearing on Application #8403R-A filed by Electro-Therm, Inc., as optionee of property owned by the Estate of John M. Saulsbury, to rezone approximately 3.182 acres of land from the existing classification of "R" Rural to "I-2" Light Industrial. Larry Waldron, manager of Electro-Therm, and his attorney, Roland Kent, were present. County Planner Alan Visintainer read aloud the public notice and showed the location of the property in question on a map. Mr. Visintainer said no statements of opposition to the proposed rezoning have been received. President Bell called for public comment; none was received. Following brief discussion, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously approved the application as presented, and adopted the following ordinance, which embodies the application:

Enacted On: April 17, 1984
 Effective Date: April 17, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8403R-A

ORDINANCE NUMBER 84-003

WHEREAS, pursuant to the Caroline County Zoning Ordinance, Electro-Therm, Inc. as optionee of property owned by the Estate of John M. Saulsbury has filed an application to rezone approximately 3.182 acres of land from the existing zoning district classification of "R" Rural to "I-2" Light Industrial. Said property is located on the north side of Maryland Route 404, approximately one mile west of Denton. Said property is shown on Caroline County Tax Map Number 28 as part of parcel 8; and

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

1. The character of the neighborhood will change because of the construction of the Denton By-pass, which will separate the subject property from adjoining farmland and access, and isolate it with adjoining industrial property.
2. The use of this property for an industrial plant expansion is compatible with the existing and proposed development for the area, due to its location on a major through highway and the existing industrial character of the neighborhood.
3. The property in question adjoins an existing "I-2" Light Industrial District.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED, This 17th day of April 1984, by the County Commissioners of Caroline County, Maryland that Map 28 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED to rezone to "I-2" Light Industrial the property described above and as shown on a map contained in the Planning Commission minutes;

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-003.

COUNTY SEAL

COUNTY COMMISSIONERS OF
 CAROLINE COUNTY, MARYLAND

At 10:45 a.m., the Commissioners held a scheduled public hearing on Application #8402A-R, filed by the Federal Land Bank Association of Denton, as contract purchaser of property owned by Mervin A. and Marion H. Pentz, to rezone approximately 2.75 acres of land from the existing classification of "R-1" Single Family Residential to "C-2" General Commercial. Mr. Visintainer read aloud the public notice and showed the location of the property in question on a map. Mr. Visintainer said one person had asked what would become of the tenant house on the property, and was informed that it would be torn down. No statements of opposition to the proposed rezoning have been received. Following brief discussion, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously approved the application as presented, and adopted the following ordinance, which embodies the application:

Enacted On: April 17, 1984
 Effective Date: April 17, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8402A-R

ORDINANCE NUMBER 84-004

WHEREAS, pursuant to the Caroline County Zoning Ordinance, the Federal Land Bank Association of Denton as contract purchaser of property owned by Mervin A. and Marion H. Pentz has filed an application to rezone approximately 2.75 acres of land, with approximate dimensions 400 feet in width by 300 feet in depth, from the existing zoning district classification of "R-1" Single Family Residential to "C-2" General Commercial. Said property is located at the southwest intersection of Maryland Route 404 and Deep Shore Road, south of Denton. Said property is shown on Caroline County Tax Map Number 33 as part of parcel 66; and

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

1. There was a mistake in the existing zoning classification, due to a drafting error which identified the property in question as being in the "R-1" zone, rather than the "HC" zone as designated in the original zoning plan of September 26, 1967.
2. The character of the neighborhood will change because of the construction of the Denton By-pass.
3. The character of the neighborhood has changed because of the annexation by the Town of Denton of lands lying opposite the property in question across Maryland Route 404 which will be developed as the Denton Industrial Park. Other such lands also annexed by Denton are designated as HC Highway Commercial districts, which allow office uses as proposed under the Denton Zoning Ordinance.
4. Since the property in question should properly be zoned HC, the request is for a change from one commercial classification to another, therefore the "change and mistake rule" should be more liberally applied.
5. The use of this property for an office and financial institution is compatible with the existing and proposed development for the area, due to its location on a major through highway.
6. The property in question adjoins an existing "HC" Highway Commercial District.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED, This 17th day of April, 1984, by the County Commissioners of Caroline County, Maryland, that Map 33 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED to rezone to "C-2" GENERAL COMMERCIAL the property described above and as shown on a map contained in the Planning Commission minutes; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-004.

COUNTY SEAL

COUNTY COMMISSIONERS OF
 CAROLINE COUNTY, MARYLAND

Gerry Bilderback, director of the Upper Shore Private Industry Council program operated through Chesapeake College, discussed new programs to be offered in the forthcoming fiscal year. An in-school youth program for the economically disadvantaged and potential drop-outs will offer tutoring and motivational training. Mr. Bilderback said one of the biggest hindrances to obtaining a job is failing to get a high school diploma. Students who show an interest in being helped will receive assistance in obtaining this goal. A summer program will soon be underway for those aged 16-21 who are interested in light manual labor - trash removal, seeding, habitat improvement - at minimum wage. The eight-week program, which is an offshoot of the Chesapeake Bay initiatives, will be supervised by the Maryland Department of Natural Resources.

Mr. Richards discussed a lease-purchase capital equipment request list submitted by Public Works Director Charles Emerson. Since the FY 1984-85 budget will probably not be able to absorb all the costs, the list will have to be evaluated in light of needs most pressing.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized purchase of a used crane with dragline located by Mr. Emerson for \$14,500 (includes repairs). An approximate amount was budgeted last year since it was known the crane would have to be replaced.

The matter of the Preston and Laurel Grove Road collection sites was reintroduced. Completed surveys do show a greater volume of use of the Preston site by Caroline Countians than was anticipated, although Delaware residents are still making unauthorized use of the facility. The Town of Preston is planning to construct their lagoon in the area of the site, and has agreed, since grant funds are assisting them with the project, to include reconstruction of the facility (in a slightly altered location due to lagoon) in their project plans if the Commissioners will agree not to close the site. Mr. Richards said the two problems associated with the Preston site are that it is located the farthest from the landfill, and that it has no compactor. Uncompacted trash takes up much more room in the landfill, where dwindling space is already a concern. Mr. Richards recommended that there be a compactor and an attendant at whichever site the Commissioners decide to leave open, adding that the volume of trash generated at the two sites did not justify a compactor for each. The cost of one compactor and annual salary for an attendant totals approximately \$39,000, which represents at least one cent on the tax rate. Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners decided to maintain the Laurel Grove site and close the Preston site for reasons of economy. Mr. LeGates voted against the motion.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously appointed Edmund Phillips, Federalsburg, to serve as a member of the Caroline County Ethics Commission for a three-year term retroactive to September 1, 1983.

Robert Steele, Jr., chairman of the Caroline County Fair for 1984, presented a budget request in the amount of \$1,500. The fair will be held at the 4-H and Youth Park on July 15-18.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized an expenditure of up to \$500 for an audit of the records of the Coolspring Public Drainage Association, as requested by the taxables. The tax ditch drains a large area near Henderson. Robert Willey, CPA, will perform the audit.

The Commissioners again discussed a request by Mary Anne Fleetwood that she be allowed to sell copies of her book Voices from the Land from June through August and keep the profits. Queen Anne Press still needs to recover costs in the amount of \$800, but after that is willing to release the 900 or so books left to the County, Ms. Fleetwood, and the Historical Society. Decision was deferred until more information is obtained.

Mr. Richards informed the Commissioners that Caroline need take no position on Kent County's request that county contributions to Chesapeake College be figured on a different basis than in the proposed formula, since the difference between the two methods will not have a significant impact on Caroline County.

Mr. Richards reported he is still trying to find out why a legislative bill providing State funds for certain jail costs was killed by the General Assembly despite assurances that there would be no problem with its passage.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously denied the request of the family of Lloyd F. Price that pilings for their own personal use be erected within the confines of the County-owned Cheptank marina. The Commissioners agreed, however, to grant the Prices free use of two boat slips, 50 and 51, for a period of five years ending December 31, 1988. All marina regulations will be applicable during this time.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized reimbursement to the Town of Denton in the requested amount of \$2,423.69 for their administration of the HUD Section 8 Housing program, which serves the entire county. Mr. Richards said he is still working with Town Manager Ed Pelosky on the Housing Counseling program costs, and will report back when verification is completed.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized Mr. Visintainer to solicit proposals for purchase or lease-purchase of word processing computer units for the State's Attorney's and Planning/Economic Development offices.

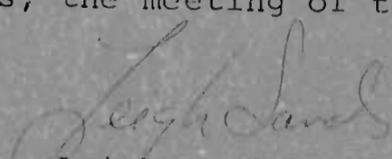
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously reappointed Frank Zeigler, Ridgely, to the Board of Library Trustees for a term of five years, effective January 1, 1984 through December 31, 1988.

By unanimous consent, President Bell signed the required annual certification of the local cost of operating the public library system, which for FY 1983-84 is \$230,250.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to the Board of Trustees of the Deaf Independent Living Association, Inc. endorsing the concept of establishment of a low-rent group home on the Eastern Shore.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to the Maryland Agricultural Land Preservation Foundation assuming responsibility for routine inspection of agricultural easement properties in Caroline at the rate of 10% per year. The letter adds that the County's commitment will be reconsidered if the responsibility becomes burdensome.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

April 24, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Vice president Dean conducted the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of April 17, 1984, and of the Code Home Rule hearing of March 27, 1984 were unanimously approved. Vouchers 22352-22419 were approved for payment. Net payroll checks 13691-13830 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$360 - F. Dale Minner - criminal court costs due for February and March.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted the low bid submitted by The Asphalt Service Company, Inc., Baltimore, in the amount of \$238,948.50 for project #CC-41784, asphalt, and rejected all others. Mr. Richards reminded the Commissioners the bid was about \$118,000 over the amount budgeted, which would constitute a built-in increase for next year's budget, and affect the tax rate. Charles Emerson, director of public works, said most of the asphalt is for badly-needed maintenance. Marvin MacDonald, assistant roads superintendent, said the Commissioners have the option of increasing or decreasing the quantity of asphalt purchased under the proposal, and that quantity of asphalt purchased under the proposal, and that \$1,000 of bid price was roughly equivalent to one mile of patching. By unanimous consent, the Commissioners agreed to reevaluate within the next thirty days the amount to be spent, the time frame within which most of the orders will have to be placed.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted the low bid submitted by Lehigh Safety Shoes, Endicott, New York, in the amount of \$4,307.25 for project #CC-3384, safety shoes, and rejected all others.

Thomas Eveland and Adelaide Warfield presented the Commissioners with a list of recommended County emblems: the Eastern bluebird, the field daisy, and the sweetgum tree. County school children and their parents, the Caroline County Bird Club, the Caroline County Garden Club, and Stark McLaughlin, Martinak Park forester, researched the categories and formulated the recommendations, which are a part of local activities being held in celebration of Maryland's 350th Anniversary. The Commissioners, by unanimous consent, authorized their clerk to prepare a resolution of adoption.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following grant applications presented by Tammy Mitchell, assistant to the Caroline 350 Committee, were approved for submission to the State:

<u>Project Title</u>	<u>Amount Requested</u>
Jonestown Church Homecoming	\$ 270
Ridgely Harvest Festival	300
Goldsboro Parade and Carnival	600
Choptank Heritage Homecoming	500
Greensboro Historical Homecoming	1,000
Mason-Dixon Ceremony	600
Historical Society Museum Inventory	200
Library 350 Pictorial Display	400
	<u>400</u>
	\$ 3,870

Mr. Richards presented a summary of FY 1984-85 budget requests so far received from outside agencies. New assessment property tax revenue will probably be between \$150,000 and \$175,000. Since the current year's revenue was overestimated, however, next year's will not be fully realized.

Mr. Richards presented the Roads Board quarterly trust fund report, saying that an appointment with bank officials has been scheduled to discuss changes in investment strategy.

Mr. Richards reported that Central Alarm communications clerks, under the supervision of Doris Monath, are now handling both 911 and Sheriff's Department calls, and that all seems to be working very well.

The Commissioners signed a Promissory Notes Extension Agreement with The Caroline County Bank as agreed to at the meeting of April 17, 1984.

James Chaffinch and William Cole appeared before the Commissioners to request that the wording of the Code Home Rule resolution, which must be adopted within sixty days of the last hearing, be made well-known to the public with as much advance notice as possible before the November election. Mr. Richards said the wording of the resolution is for the most part determined by State statute - ". . . the County shall operate under Article XIF of the Constitution subject to approval at referendum" and is not the same as the ballot question. The wording of the ballot question, again determined by statute, makes reference to "for the adoption of Code Home Rule--against the adoption of Code Home Rule."

Richard Vestrand appeared before the Commissioners on behalf of residents of Oakland Acres and environs to request the County's assistance in bringing to an end the property damage, noise and harassment they are experiencing as a result of operations of the Pelican Skydiving Club. Mr. Richards said County staff have been unable to discover any authority which would allow them to intercede, but will continue to work on the problem. He strongly recommended that the residents meet with an attorney, and find out what their rights are. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized Alan Visintainer, county planner, to follow up on the former codes administrator's work on the matter to see what can be done.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, Commissioner Dean signed purchase order #3638 in the amount of \$4,136.42 (reimbursable through Program Open Space) to Harry Holden for completion of installation of waterlines and spigots to Choptank marina slips 1-54, per specifications in bid #CC-PW-11981.

JoAnne Asparagus, assistant state's attorney, presented the FY 1984-85 budget request for the Title IV-D support enforcement program she administers. The request is for \$53,110.55, of which the County pays thirty percent. Mr. Richards said the program has not in the past cost the County anything since incentive payments received from the federal government have exceeded the expense of administering the program. Ms. Asparagus said she expects an increase in requests for service as a result of a recent court decision which eliminated level of income as a criterion for eligibility.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved and signed a deed from the Commissioners and the Mayor and Council of Federalsburg to Daniel Roy and Irma Irene Dorman conveying a parcel of land of 5.634 acres in the Federalsburg Industrial Park for the consideration of \$50,400. The land was purchased for business expansion purposes.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed a deed from the Commissioners and the Mayor and Council of Federalsburg to Bio Medic Corporation, a Delaware corporation, conveying a parcel of land of 3.0 acres in the Federalsburg Industrial Park for the consideration of \$27,000. The deed conveys to the grantor the absolute right to repurchase the acreage at fair market value within seven years from the date of closing if the property is not commenced to be developed within that period.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized Mary Anne Fleetwood, author of Voices from the Land, to purchase the books at wholesale cost, and to keep the profit from selling them.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

April 26, 1984
Federalsburg, Maryland

At 7:30 p.m., as advertised, the County Commissioners convened a public hearing at the Federalsburg Elementary School, University Avenue, to consider adoption of the code form of home rule for Caroline County pursuant to the provisions of Article XIF of the Constitution of Maryland, and Article 25B of the Annotated Code of Maryland. Approximately 60 people were in attendance.

President Bell made the following statement: Commissioner Dean has asked me to convey his regrets at being unable to attend tonight's hearing. He has to be out of town for a short while. He did ask me to convey to you his strong support for the adoption of Code Home Rule. Caroline County is 210 years old now, and he feels it's time we stood on our own feet. Caroline's municipalities are operating quite successfully under home rule, and there is no reason the County can't do the same. He hopes this hearing will help the people of Federalsburg to better understand Code Home Rule, and that they will give very serious consideration to adopting it.

President Bell then introduced Ed Kelleher, assistant director of the Institute for Governmental Service, University of Maryland. Mr. Kelleher served as consultant to the Caroline County Governmental Study Commission established in 1980 by legislative act. The Commission issued a report in May 1981 that recommended, among other things, that Caroline County initiate procedures necessary to implement Code Home Rule so as to put the question on the general election ballot no later than 1985.

Copies of the report and of the Institute's three information sheets "Procedures for Adoption of Code Home Rule," "Passing Local Laws in a Code Home Rule County," and "Powers of Counties Adopting Code Home Rule" were made available to those attending. Mr. Kelleher discussed each in detail (See Code Home Rule Hearing Minutes of March 27, 1984).

President Bell opened the hearing to comments and questions from the public, a summary of which follows.

Judge J. Owen Wise, who served as chairman of the Study Commission, came to the podium to highlight the Commission's report and to share insights and understanding gained from the year-long study. (See Transcript A, Code Home Rule Hearing Minutes of March 27, 1984.) Judge Wise explained that the ballot question will be simply worded: "For the adoption of Code Home Rule status--Against the adoption of Code Home Rule status."

Janet Sirroco: Does this increase the power of County officials? What about checks within the system to prevent the abuse of this power?

Wise: I would say it is transferred from Annapolis to Denton. There is no check in Annapolis now against abuse of power. Under Code Home Rule you have the check of ten percent of the voters--referendum.

Sirroco: You have the check of numbers in Annapolis, whereas your county officials are a very small group of people.

Wise: I'm not sure I agree with you. If they passed a law in Annapolis you didn't like, how would you change it? You would have no chance to vote. (Illustrated with example of local jail construction--having to wait an additional year for State authorization to borrow--citizens not having authority to participate in decision of whether or not to build new jail.) Code Home Rule does not prevent apathy, but it does make government more accessible to citizens than the present system.

Janet Sirroco: I'm just concerned about it increasing the opportunities for political hanky-panky.

Harry Rieck: The public has a greater amount of power under Code Home Rule because it can react. You have to remember that the people in office are not going to do anything too objectionable or they won't get re-elected. If 900 people can petition something to referendum under Code, which we can't do now, I would certainly think there is greater protection.

Denzil Cheek: Does Code Home Rule affect town charters in any way?

Wise: No. Regarding costs (responding to question), it is possible that County legal fees will increase because the County attorney's office will have to prepare the legislative bills instead of Annapolis bill drafters. Printing and advertising costs will probably increase also. Some Maryland counties have been through twelve years of Code Home Rule. If it had been so expensive, they probably would have gone back to their prior form.

Rieck: The members of the Study Commission worked for about a year on this, including evenings and weekends. We did not arrive at our conclusions lightly. Everyone assumes Code will cost more and take some liberty away. Code Home Rule will do neither. The thing I like most is the right of repeal--referendum. That's a lot greater freedom than we've ever had before. The thing I hate more than anything is people being negative about something when they're uninformed.

Wise: (Read from report the statement of John Zachai, president of Talbot County Taxpayers' Association.) He indicated he was in favor of home rule, and even if it had increased the cost of government, which he did not believe, he felt it was still best for citizens because they were better able to watch-dog government that is closer to home.

Kelleher: We haven't had anyone stand up and speak against Code Home Rule-- the only objections I hear are when I've left the platform and am on my way back to the car. People were unsure of themselves and didn't speak up. As we travel about the state, we are reluctant to talk about the advantages and disadvantages of the various forms of government. What is an advantage to one will be seen as a disadvantage to another. Some will say government in Annapolis is a leavening influence. At any rate, if you elect scoundrels, you are going to get bad government, and Code Home Rule isn't going to help you. At least under Code you can do something about what you see.

Dale Minner, Clerk of Circuit Court: My interest in Code Home Rule has been to get it on the ballot. The important thing is to continue to discuss the issue with friends and associates, and if you have questions, call county officials and get the facts. Don't let rumors get started.

Richard Colburn, delegate, Maryland General Assembly: I have been asked quite a few questions by Caroline citizens about Code Home Rule. Code Home Rule is a question that should not be taken lightly, nor should its practical effectiveness be overestimated. The provisions regarding Code in State law can be changed by the State legislature, but individual county charters have a high degree of independence. Citizens should do as they feel in this case regardless of the opinions of their State legislators. There have been some problems in Annapolis representing Caroline. A county should seriously consider home rule if they have no resident delegate or if their legislators have done something detrimental, but please keep in mind that Code Home Rule does not entirely free a county from the State's influence. The Dorchester County charter question was voted down because people were misinformed and basically afraid of change, and because charter is a more radical proposition than Code.

Harry Muir: We now have 8,781 registered voters in Caroline County, a decline over last year's number. I am in favor of Code Home Rule, and recommend it be put on the ballot.

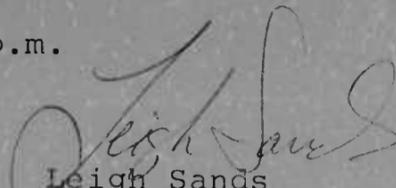
Beverly Blades, chairman, Democratic Central Committee: We have the highest number of unregistered voters in the state. I urge anyone with negative opinions to speak out now--don't wait until you are outside.

Thomas C. Eveland, former County Commissioner: I feel Code Home Rule would increase public participation. I am in favor of it.

Commissioner LeGates: I am in favor of putting Code Home Rule on the ballot and letting the people decide.

President Bell: Are there any further questions or comments? (None received.) This concludes the last of our three public hearings on Code Home Rule. I urge anyone who has questions to contact the Commissioners, Ed Richards, or Judge Wise. We will be glad to get the answers for you.

The hearing adjourned at 9:00 p.m.


Leigh Sands
Clerk

May 1, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of April 24, 1984, were unanimously approved. Vouchers 22420-22488 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$834.00 - Smith, Somerville, & Case - one-third of the costs for professional services for Roland C. Kent, regarding Buchanan v. Eveland et al.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$38.50 - Greensboro Hardware Inc. - pipe for the Greensboro Senior League (to be reimbursed through Program Open Space).

Patricia Clarke, director of Upper Shore Aging, Inc., accompanied by Father Raymond Christ, chairman, Caroline Commission on Aging, presented the Area Plan on Aging. Following discussion, the Commissioners, upon a motion made by Mr. Dean, and seconded by

Mr. LeGates, unanimously approved and signed the Plan. Ms. Clarke submitted the Upper Shore Aging FY 1984-85 budget request totaling \$387,587, of which Caroline's share is \$18,105, an increase of \$2,005 over the FY 1983-84 allocation. Program objectives include:

- 1) Providing transportation services such as senior center, medical, recreational, and shopping.
- 2) Informing seniors and the non-elderly community of issues and legislative activities affecting the well-being of the elderly.
- 3) Arranging for employment training for older workers and locating prospective employers.
- 4) Implementing the Gateway II program in Caroline, Cecil and Kent counties.
- 5) Increasing seniors' awareness of their legal rights and responsibilities and watchdogging the guardianship process.
- 6) Providing nutritional support.
- 7) Acting as advocates on behalf of seniors in long-term-care facilities.
- 8) Assisting in establishment of senior centers and development of programming.

Father Christ pointed out that Caroline's over-60 population is 4,501 and that 931 of them are classified as poor.

Audrey Coughenour and Constance Price, Choptank, informed the Commissioners of the wish of the Choptank 350 Celebration Committee to have 300 copies of "Memories of Choptank" reprinted with the addition of fifty old photographs. The committee has received \$500 from the grant funds to stage a festival, but needs an additional \$750 for the printing project. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized expenditure of that amount from the "promotions" budget category, which will be reimbursed should the Maryland Humanities Council approve the Committee's grant application.

Dr. Allan Gorsuch, acting superintendent of schools, accompanied by Board members and staff, presented the FY 1984-85 Board of Education budget request totaling \$11,598,325, of which the County's share is \$4,431,526, an increase of \$378,915 over the FY 1983-84 allocation. The Commissioners also received copies of reports on FY 1985 budget facts and figures and objectives, Caroline teachers' salaries by step, FY 1985 salary schedules of professional personnel in Maryland public schools, selected financial data on Maryland public schools (analysis of per-pupil costs), staffing plans for Caroline schools, and staffing at a school and central office levels in Maryland public schools. Dr. Gorsuch called attention to the fact that Caroline's teachers are practically the poorest paid in the state, which makes recruiting and maintaining quality teachers extremely difficult. Although an eight percent cost-of-living increase has been negotiated for the forthcoming year this is still not sufficient to make salaries competitive. Last year the teachers, many of whom received no salary increment due to seniority, were not given a cost-of-living increase.

Nancie Hall, Two Johns Committee, informed the Commissioners that the May 19 Two Johns Vaudeville Show and Costume Ball will now be held in the Denton Armory. The Committee plans, with the help of Tyrone Holmes, North Caroline High art teacher, to create an outdoor setting in the building and feature a dignitaries' balcony. The assistance of the public works department was requested in performing spruce-up painting, scrubbing the interior, and improving the appearance of the grounds. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commisisoners agreed to do their utmost to help the Committee.

At 11:45 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with Dorsey Wooters, treasurer, and Alan Visintainer, county planner, regarding personnel.

The meeting reconvened in open session at 11:55 a.m.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners created a new position "account clerk IV."

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized Carl Thornton to continue to act as secretary to the Board of License Commissioners through June 30, 1984, which will cover the liquor license renewal period, at a total cost of \$1,200. The Commissioners will be meeting with the Board to discuss post-June plans.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners designated Alan Visintainer, county planner, to also act as interim codes administrator through June 30, 1984. His duties will not include those of animal control supervisor.

Lester Coble, environmental health administrator, reported on odor problems at Grasonville Fisheries caused by heavy rainfall and a recently lengthened plant operating schedule. The health department has issued a cease and desist order, and will be meeting with plant officials today to discuss options available. Mr. Dean, on behalf of the Commissioners, asked to be kept current on all potential and existing health problems.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners unanimously designated Marvin MacDonald, acting purchasing officer, as purchasing officer.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners stated their intent to enter into a contract with C. W. Amos and Company for the FY 1983-84 audit, contingent upon final agreement on terms, which will be discussed in the next several weeks.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed the Job Service Plan for the Upper Shore Service Delivery Area for the period July 1, 1984 through June 30, 1985. The Plan received the prior approval of the Private Industry Council.

Mr. Richards distributed a memorandum from Carl Thornton, former codes administrator, stating that the land presently used by Parachutes Are Fun is considered to be a nonconforming use, and that the County does not have jurisdiction to act on the trespass complaints of nearby residents since zoning laws do not encompass such matters. Civil action is recommended.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously adopted the following resolution:

RESOLUTION 84-003

COUNTY EMBLEMS - BIRD, FLOWER, TREE

WHEREAS, the State of Maryland is celebrating its 350th Anniversary in 1984; and

WHEREAS, Caroline County is participating in this celebration; and

WHEREAS, Caroline County has never adopted certain County Emblems.

NOW, THEREFORE, THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, do hereby proclaim the following as official emblems of Caroline County:

Caroline County Bird Emblem
Eastern Bluebird (*Sialia sialis*)

Chestnut throat, breast, sides of neck, sides and flanks; contrasting white belly, white undertail coverts. Male is uniformly deep blue above; female duller. Nests in holes in trees and posts and in nest boxes. Found in open woodland, farmlands, orchards. Making a strong comeback as a result of specially designed boxes by concerned bird watchers.

Caroline County Flower Emblem
Field Daisy (*Chrysanthemum leucanthemum*)

Distributed throughout the United States but less common in the South and West. Flowers from May to November, preferring meadows, pastures, roadsides, often making a blizzard of white.

Caroline County Tree Emblem
Sweet Gum (*Liquidamber styraciflua*)

Grows tall and straight throughout Caroline. Likes old fields and wet areas. Leaf resembles a five-pointed star; brilliant green in summer, changing to crimson, orange, and yellow in autumn, making a blaze of glory. The sap is resinous and fragrant.

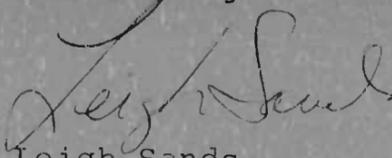
ADOPTED: May 1, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

The Commissioners, by unanimous consent, approved and signed a proclamation declaring Saturday, May 26, 1984, to be Tri-County Drunk Driving Awareness Day in Caroline County.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to Dr. Robert Schleiger, president of Chesapeake College, expressing support for the international business education program to be made part of the college's curriculum.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

May 8, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of May 1, 1984, were unanimously approved with two corrections. Vouchers 22489-22559 were approved for payment. Net payroll checks 13833-13967 were approved for release. Assessment Change Reports numbers 7-16 were approved and signed.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$2,423.69 - Denton Urban Renewal Authority - County expense for Section 8 and Counseling Service with the Denton Urban Renewal Authority.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$744.09 - Maryland Unemployment Insurance Administration - benefits paid to former employees for quarter ending March 31, 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$53.43 - Easton Steel Service, Inc. - steel rods for concession buildings (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following journal entry to record the expenses incurred by Caroline County Roads Board for the following was unanimously approved: Inv. 4221 - repairs to Little League Parks - \$1,406.47; Inv. 4228 - Work done at Greensboro Senior League Park - \$162.18; Inv. 4235 - Assemble and deliver bleachers for several Little and Senior League Parks - \$1,416.06 (to be reimbursed through Program Open Space).

Lester Coble, environmental health administrator, reported that Grasonville Fisheries, Ridgely, has voluntarily closed operations for approximately one week in order to get field odor under control. Chisel plowing of the spray field has been partly successful in abating the odor. The one remaining ponded area will be pumped out. A similar problem existed at the company's Delaware plant, and was corrected by spraying the processing water over a greater number of acres, which the company hopes to do at Ridgely. Mr. Coble said the State is drafting a consent degree for American Fuel Technologies, Federalsburg Industrial Park, which will require installation of certain air pollution equipment. Recycling of processing water is still being looked into by the company.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed Supplemental Watershed Work Plan Agreement Number 23 between River Bridge Public Drainage Association, Caroline Soil Conservation District, State of Maryland, and U.S.D.A. The drainage association agrees to become one of the local organizations sponsoring the Upper Choptank watershed project, thereby becoming eligible for federal funding. Thomas Eaton, manager of River Bridge Public Drainage Association, requested the County to share ten percent (\$907.60) of the cost of ditch construction. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners agreed to make the money available when they are able to do so.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously agreed to put the question of adoption of Code Home Rule on the ballot for the November 1984 election, and instructed staff to prepare the necessary resolution.

The Commissioners reviewed a letter from Edward Blessing, Easton chief of police, complimenting new communications clerks Tammy Ober and Victoria Goldsborough for their handling of the recent chemical spill emergency in Ridgely.

President Bell signed a letter to Boston Lister, senior codes inspector, commending him for organizing and setting up the sound system for the Code Home Rule hearings at the elementary schools.

The Commissioners approved and signed proclamations declaring June 1, 1984 as Awareness Day for the handicapped and disabled and May 6-11, 1984 as Awareness Week.

Mr. Dean made a motion to give the Choptank 350 Subcommittee a 25-foot aluminum flagpole for Choptank Marina since there is one already available. The motion died for lack of a second. Mr. LeGates moved to purchase a 40-foot flagpole at a cost not to exceed \$1,900. Mr. Bell seconded the motion and it was duly carried. Mr. Dean opposed. The Committee had requested a pole taller than 25 feet because they intend to fly two or three flags, and the taller height is recommended.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a Cooperative Reimbursement Program Agreement Application with the Maryland Department of Human Resources, Child Support Enforcement Administration, requesting approval of services to establish paternity and secure support from absent parents under Title IV-D of the Social Security Act. The FY 1984-85 program budget, prepared by assistant state's attorney JoAnne Asparagus, totals \$53,110.55, of which Caroline's share is \$15,933.16.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized economic development administrator Paul Wise to prepare and man an exhibit at the Maryland Association of Counties convention in Ocean City if he chooses to do so, as long as costs do not exceed approximately \$250.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners agreed to observe Wednesday, May 30, 1984, as the Memorial Day holiday.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners instructed their clerk to prepare a preface to the minutes sent to the newspaper notifying the public of a vacancy on the Property Tax Assessment Appeals Board, and inviting submission of resumes.

Mr. Richards reviewed the procedure for the May 9 public budget hearing. The Commissioners should have a proposed budget ready for the second hearing on May 24, he said, and should be ready to set the property tax rate at the final June 12 hearing, or the tax bills will not be mailed out on time. He described the Constant Yield requirements and emphasized their significance.

The Commissioners reviewed a memo regarding needed painting at the Goldsborough House (exterior), Courthouse (lobbies), and library (exterior trim). Costs will approximate \$15,000.

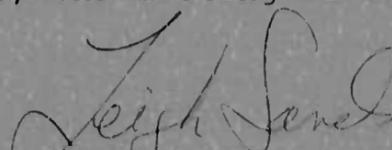
The Commissioners reviewed a funding request from the Board of Managers of Chicken Bridge Public Drainage Association in the amount of \$3,000. Mr. Richards said the County gets quite a bit of benefit from the project. The request will be considered as part of the FY 1985 budget.

At 10:55 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session to meet with Alan Visintainer, county planner, regarding a personnel matter.

At 11:40 a.m., the meeting reconvened.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners decided to keep both the Preston and Laurel Grove collection sites open, and to install a trash compactor at each site. This motion rescinds that of April 17, 1984, to close the Preston site. Mr. Dean opposed maintaining both sites, stating that he favored the April 17th motion.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

May 9, 1984
Denton, Maryland

At 7:30 p.m., as advertised, the County Commissioners of Caroline County, sitting as the Board of Estimates, held in the Circuit Courtroom the first FY 1984-85 public budget hearing in order to receive requests for appropriations from County general funds and general revenue sharing funds for the forthcoming fiscal year.

Present: Earl R. Bell, Chairman
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

After brief introductory remarks, Chairman Bell opened the hearing to comments and questions from the public, which are summarized below. Copies of a summary of outside agency requests were made available to all in attendance.

Allan Gorsuch, acting superintendent of schools: (Distributed budget information) I feel education should be a priority in Caroline County. As I reviewed the expenditures of this governing body of the last few years, I find a backing off of commitment to education as compared to the State's participation. In at least one case where the Board of Education received an additional amount of money (\$190,000), the intent of which was to help a poorer county like Caroline come up to some of the educational standards that children enjoy in richer counties, this Commission chose, rather than to increase the Board of Education budget, to maintain the local appropriation, thereby allowing the State to carry the weight of additional costs. We have an opportunity to deal with that differently this time, as the State legislature has once again acted and is providing additional funds, with the requirement that the local Commission allocate at least the same dollar amount as the year before. If the Commissioners take the approach that this is all that needs to be done, we will experience something similar to that of the 1980's. Instead of closing the gap, it will stay where it has been and the efforts of a lot of people in the General Assembly will have been thwarted. There will be no opportunity for us to improve programs, procedures and practices for children in Caroline County. The total budget increase is one million dollars. The first \$670,000 will be for employee benefits and raises. An additional \$70,000-\$80,000 is for fixed charges, again involving employees. Approximately \$250,000 is for three special education positions required by law, a planetarium program, a middle-school computer program, and curriculum-related professional studies. What's left, for all other activities in the school system, is \$40,000-\$50,000. Our priority, frankly, is to fund the salaries. With Civilotti 1A, all we will be able to do is survive. Whether we even come close to improving the school system will be determined by how you local officials fund the budget.

Richards: A commitment was made by the State in the early 1970's to increase education funding, particularly in poorer jurisdictions. Unfortunately, for Caroline County and other poorer jurisdictions, the State did not fulfill its commitment. By the late 1970's they began to fall behind the funding they had been providing in the later 1960's. By 1979, it became so bad the State was forced to make a correction in their funding formula. In 1981, they did make a significant increase for one year, but did not modify the overall funding formula as was recommended by the Barnes Commission. What you have is a glitch in your statistics which appears to be an argument against the county, but is really against the State. Another point, in 1980, the superintendent of schools proposed to the Board of Education that the additional money and the State's targeted aid be used to give the teachers a ten-percent cost-of-living increase. That was approved by the Board, and that budget was submitted to the Commissioners without a request

for additional funding. If that decision reflects a lack of emphasis on education, then you better talk to the school board members at that time. Since 1979, we have seen a tremendous amount of agreement between the County and the Board of Education in our education suit and as we participated in the Civiletti Committee deliberations. Education funding is a demand that goes beyond the County's ability to meet, and what we're talking about is the County attempting to keep pace with the demands not only of the local Board of Education, but also of the State. The Civiletti formula that was selected is not an adequate one--it is far less than the State needs to make their commitment, which is to equalize 75% of the cost. Five years from now they still will not have met their commitment for the 1980 budget. And you know at the end of five years, we're talking about per-pupil expenditures that will far exceed those of 1980. When you discuss commitment, you have to talk in terms of both the State and the county. I have to say that the State, even with Civiletti, has not met their commitment to Caroline County. Frankly, I don't think they have met their commitment to education anywhere in the twenty-four jurisdictions of the state.

Gorsuch: I measure commitment by how much money you put where. The amount of funds sent across to the Board of Education every year, in comparison to all funds available has declined. As much as we want to complain that the State formula didn't work, we still have to look at whose primary responsibility it is to educate our kids. It's not the State's, it's Caroline County's. Then you have to look at where it stands in terms of other responsibilities. Where it stands is on poor soil--we don't seem to be commanding the same share of resources year after year.

Richards: The student population has declined by about 1,000 over the past ten years. When you consider that, there was a 20% increase in per-pupil spending over that same period. This was during a time when the State had said the County's share of education funding would decline. The County Commissioners contributed a lot more last year than the State--\$118,000 v. \$42,000. You talk about other County operations getting more money. Most major operations actually ended up with less money than they had the previous year. The Board of Education got the lion's share of our revenue increase. We only had an increase of about \$220,000, and you got \$118,000 of it. You may feel that the level of funding was not adequate, but you cannot say the reason it was inadequate was that the money was put into other operations, because that is not true.

Kenny Schmitt, representing volunteer fire and ambulance companies: We are requesting \$131,769, a ten-percent increase over last year's allocation. Each of six companies would receive \$21,961.50. Marydel would receive one-half of that, and Queen Anne-Hillsboro one-third due to contributions from other jurisdictions. The five ambulance companies would each receive \$6,851.98 for a total of \$34,259.90. The two medical assistance units which respond with the ambulances would receive a total of \$4,400. The grand total is \$188,730.15. Most companies are now operating in the red due to the expense of maintaining equipment.

Robert Rouse, Cooperative Extension Service: Our budget request is a 4.8% increase over last year's appropriation. We have budgeted \$1,500 more just for telephone service due to the industry break-up. Our postage allocation from the federal government has been cut.

Phil Kohler, president, Caroline County Teachers' Association; Diane Thau, president, County Council of PTAs; and Tyrone Holmes, outgoing president of Caroline County Teachers' Association: Urged full funding of education budget to upgrade system.

Larry Anders, teacher replacement/recruitment administrator: Caroline's teacher turnover rate was 10% last year. The state average was 8.5%. I participate in recruitment consortiums outside the state. Caroline has one of the lowest paying systems. At the last recruitment seminar I attended, Caroline's booth was between that of a county in New Jersey, which was offering \$16,000 to start, and Howard County, Maryland, offering \$18,500. How many people do you think stopped to talk to me? Quite frankly, we must have \$13,600 (starting salary) to even stay in the ballpark. The number of students going into education is declining. Many of those we do hire leave to take positions in higher-paying counties after several years of experience in Caroline. I have ten teachers right now who are actively looking for positions elsewhere.

Sue McLaughlin, Caroline County Teachers' Association legislative chairman: Civiletti funding is only a temporary answer--we'll only have it for five years. (Introduced first grade daughter.) We received a letter this week that she has won a State art competition for first through sixth graders. Her teacher, Laura Polk, Preston Elementary, recognized her talent and encouraged her to submit an oil painting. Caroline County has never had this honor before. There are many more students out there like my daughter. Anything that can be done for our teachers should be done.

President Bell: Just to elaborate on the Civiletti Committee, if it hadn't been for Ed Richards, we still wouldn't have it. He devoted as much time to that issue as half the committee itself did.

Ernest Blazejak, school facilities engineer: We only increased our portion of the budget by \$10,000, which is 2½%. We just had a 20% increase in electricity cost in February and a 28% increase in communications. The teachers have these increases, too. It's just an astronomical feat to try to keep pace with the things we have to do with the money we have coming in. We need every cent Dr. Gorsuch has put in that budget. I get tired of people talking about who's to blame. Nobody's to blame--it's the whole country. I don't like people pointing fingers at the administrators making \$35,000 a year, either. My son just went into the power company--he's making nearly as much as I do. He doesn't have a college education like the teachers do. It's a shame we're in this predicament, but if it takes raising taxes, I wouldn't mind paying more so the teachers could get paid more money.

Ken Bauer: It only takes a certain amount of money to live. This is part of the problem country-wide. I understand the argument that certain salaries are more attractive. After you're making \$30,000 or \$40,000 a year, I don't know why a person would need more than that--especially if they're expecting someone else to pay the bill. As a suggestion, have you interviewed people in North Carolina? The starting salary down there is under \$12,000 a year.

Richards: I disagree with that. In 1982, it was \$13,500 across the state. I checked on it--there is a State-supported payscale in North Carolina, as there is in Delaware. The local jurisdictions have the option of paying higher.

Gary Schoonover, Soil Conservation District supervisor: As a result of the Save-the-Bay initiatives, there will be more emphasis on local district activity. We have requested an increase in budget due to these extra commitments and demands. We feel it will help us keep local control over these new projects. We have requested more for public drainage association ditch construction and maintenance. The ditches are important--the condition of many has regressed. We're getting more money from the State, we hope to get more from the county.

President Bell: Are there any further comments or questions? (None were received.) The purpose of this hearing is also to do with approximately \$370,000 of revenue sharing money. How shall we spend it? Anyone have any remarks pertaining to revenue sharing money? (None were received.)

Richards: We have made a general designation to use it to reduce the tax rate. It can be spent on most any activity normally associated with government, with exception of such things as political contributions.

There being no further comment, the hearing was unanimously adjourned at 9:10 p.m.

Leigh Sands
Leigh Sands
Clerk

May 15, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of May 8, 1984, were unanimously approved with two changes regarding River Bridge Public Drainage Association. Vouchers 22561-22681 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$3,000 - Mills Middleton - downpayment on the purchase of one Northwest Model 25 crane for the County Roads Department.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$5,112 - Hutchison Supply Company - construction of concession stands located at Preston Elementary, Denton Elementary, Greensboro Senior League Park and Ridgely Elementary (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$365.95 - Hutchison Supply Company - 2,000 feet of pipe for the little league parks (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$9,114.49 - Anderson Fence Company, Inc. - backstop fencing at Riverview Middle School, Denton Senior League (reimbursable through Program Open Space).

As recommended by Alan Visintainer, county planner, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously accepted the low proposal of The Computer Shop, Inc., Easton, for the lease-purchase of computer equipment and software in the total amount of \$7,479. (\$3,665 State's Attorney's office; \$3,814 [modern and advancedVisicalc deleted] Planning and Economic Development office).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized the Board of Managers of Bullock Robinson Public Drainage Association to borrow approximately \$200 for ditch mowing, as requested by Laverne Bullock, ditch manager.

Mr. Richards informed the Commissioners that the Department of Assessments and Taxation must receive the FY 1984-85 Caroline County real property tax rate no later than June 15 in order to allow tax bills to be mailed out on time and processing of the homeowner's tax credit program.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed an Agreement with the Commissioners of Denton in order to permit development of an industrial park by the Town, while complying with the provisions of the Maryland Industrial Land Act, to set forth the respective duties and rights of Town and County, to provide security for the County, and to assure completion of the project in the event the Town is unable to complete the project and meet its obligations to the County. The Town agrees to convey in trust to the County its title to the land. (MILA loans cannot be made to towns.) The Town will have sole and exclusive possession and use of the land, subject to certain rights of the County. The County and Town agree to execute documents for a MILA loan in the amount of \$606,000, proceeds to be received by the County and transferred to the Town. Responsibilities for development, improvement and maintenance of the land will be undertaken by the Town without expense to the County. Town will furnish the County with the periodic loan repayment funds at least ten days before they are due the State. Town shall first apply all income and revenue to payment/prepayment of loan principal. In the event of default by the Town beyond sixty days, the County has the option to terminate all rights of the Town under this agreement, and to sell the lots and pay off the loan. Remaining sale proceeds shall be payable to the Town and County by the "percentage-of-completion" accounting method set forth in the agreement. The Town has primary responsibility for marketing the property aggressively, with the support of and certain assistance from the County. Sale or lease of property is the Town's responsibility, but is subject to approval of the County, which shall not be unreasonably withheld. The County and Town pledge their full faith and credit to the obligations incurred under this agreement.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to Richard Howell, chairman of the Upper Shore Private Industry Council urging full funding of the budget request of Chesapeake Country Economic Development Corporation.

Betty Callahan, director of the Tourism Council of the Upper Chesapeake, presented the Commissioners with a list of projects she would be willing to undertake to promote tourism in Caroline County. She discussed her \$4,000 operating budget request, the same amount allocated in the past two years. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized reprinting of 15,000 copies of the County's tourism brochure with 50% funding assistance to be sought from the State Office of Tourist Development.

At 11:40 a.m., and as authorized by Article 76A, Section 11(a)(13), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with Joseph Quinn, C. W. Amos & Company, regarding their proposal for the FY 1983-84 audit.

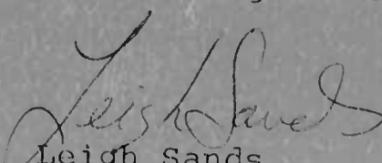
At 12:05 p.m., the meeting reconvened in open session.

Following lunch, the Commissioners met with William McGhee and Gary Doerfler, Maryland National Bank, for a review of the investment objectives and performance of the Caroline County Roads Board pension funds. The average investment return since June 30, 1984 is 9.9%. The inflation rate over the same period averaged 8.3%. Mr. Richards indicated an interest in long-term investment strategies and greater diversification as a means of increasing returns. Mr. Doerfler recommended the following asset allocation to accomplish this: Stocks 30-60%; Bonds 35-50%; Cash 5-20%. The County currently has no stock investments. The Commissioners reserved decision on the reallocation ranges pending further study.

George Sands, library administrator, and Frank Zeigler, president, Board of Library Trustees, presented the Board's FY 1984-85 budget request in the total amount of \$395,929 (County share - \$309,376). The FY 1983-84 County allocation was \$230,250. Mr. Sands and Mr. Zeigler discussed, among other things, the lack of additional State money for the forthcoming year, renovation of the Federalsburg branch, purchase of a multiuser microcomputer system from the current year's fund balance and resulting reduction of available investment funds, and embarkation on the first year of the new six-year plan for library service.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved tentative funding levels for outside agencies and authorized Mr. Richards to provide notification and solicit comments.

There being no further business, the meeting of the County Commissioners adjourned.


Leigh Sands
Clerk

May 22, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates

Absent: Earl R. Bell, President
Edwin G. Richards, County Adm.

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of May 15, 1984, were unanimously approved. Vouchers 22682-22774 were approved for payment. Net payroll checks 13970-14113 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$7,995.77 - Dorsey L. Wooters, Treasurer - Costs incurred by the County for properties not sold at the tax sale on May 15, 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$1,500 - Maryland State Agency for Surplus Property - surplus mobile crane.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$6.12 - Denton Hardware - materials used for Park storage buildings (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$254.23 - Southern States Cooperative - materials used for park storage building (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$73.80 - Southern States Cooperative - materials used for dredging project (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$60 - Donnel Jones - straw used for dredging project (to be reimbursed through Program Open Space).

The following contingency expenditures incurred by County Roads were authorized as journal entries:

\$1,478.53 - Additional construction at Preston Senior League baseball diamond.

\$988.30 - Dismantling property at Preston Elementary School and clean-up.

These contingency expenditures will be reimbursed through Program Open Space.

Vice President Dean signed purchase orders 5116 and 5117 to The Computer Shop, Inc., Easton, for the following items (respectively): 1 Apple IIe Computer per bid proposal solicitation - \$3,665; and 1 Apple IIe Computer per bid solicitation - \$3,814.

County Planner Alan Visintainer informed the Commissioners that the proposed adoption of the Stormwater Management Ordinance will be heard at public hearing on June 12, 1984 at 10:00 a.m. A law passed by the 1983 General Assembly requires all counties to adopt such an ordinance by July 1, 1984. Mr. Visintainer feels the ordinance has little application in Caroline County given its flat topography. Representatives from the Planning Office, County Roads, the Soil Conservation District, the Soil Conservation Service, and local engineering firms have developed an ordinance based on the State's recommended model, but incorporating many changes to lessen the administrative burden. If the model ordinance were to be adopted, Mr. Visintainer said, it would probably necessitate the hiring of one full-time person to handle the inspections and permitting responsibilities, and would raise costs for local builders. It is hoped that the State will approve the changes proposed. All the towns have indicated that they wish to designate the county to administer the ordinance within their borders. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean signed a grant application to the Water Resources Administration which would make \$24,000 available to Caroline County for the administration of the ordinance. This grant will probably not be available in forthcoming years.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean signed a Program Open Space application and project agreement presented by Elinor Whaley, director of Recreation and Parks, for further development of Martin Sutton Memorial Park, Ridgely, to include a new ball diamond and field for little league play. The total cost is \$12,000, of which the State share is \$9,000 and the balance that of the Town of Ridgely and the Ridgely Little League.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners appointed F. Pierce Adams to fill the unexpired portion of the three-year term of Russell Waldis on the Board of Managers of Bullock-Robinson Public Drainage Association.

George Sands, library administrator, met with the Commissioners to discuss their proposed allocation to the library in the amount of \$260,000 (\$309,376 requested). Mr. Sands said that after salaries and benefits are taken into account, an increase of only \$8,500 is left for all other budget categories. Of that amount, only \$1,475 of increase will be available for materials and part-time staff, the two most needy categories. Mr. Sands asked that the proposed library allocation be increased.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean signed a concurrence sheet for a grant request by the Upper Shore Private Industry Council for Job Training Partnership Act funds for training and employment of 26 economically disadvantaged residents of the Upper Shore Service Delivery Area who are age fifty-five years or older. The average cost of training each participant is \$1,084.

The Commissioners authorized their clerk to proceed with arranging the annual volunteerism awards.

At 10:50 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with Treasurer Dorsey Wooters regarding personnel.

At 11:00 a.m., the meeting reconvened in open session. There being no further business, the meeting adjourned.

Leigh Sands
Leigh Sands
Clerk

May 24, 1984
Denton, Maryland

At 7:30 p.m., the County Commissioners of Caroline County, sitting as the Board of Estimates, convened an advertised public general budget hearing in the Circuit Courtroom.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the hearing in the absence of President Bell.

Two information sheets, "Preliminary Revenue Estimates" and "Preliminary Expenditure Estimates," were made available to all in attendance.

A summarization of public comment follows:

George Fisher, Diane Thau, Phil Kohler, and Dr. Allan Gorsuch made a group presentation on behalf of the Board of Education to request full funding of the education budget.

Denzil Cheek, Federalsburg Town Council: (Commissioners should ask themselves what their priorities are. Education should be number one. Saving money should be another. Look for waste. There is a need for proper supervision of all county employees.)

Commissioner Dean: This is my sixth year as Commissioner and I have kept a close watch on our government. There may be lost motion, but there is very little waste.

Thomas Eveland, Denton: (Doesn't feel Commissioners can assign priority to one area. All areas must be considered. Supports a good increase for teachers this year.) How much short-term money has the County borrowed to keep going?

Administrator Richards: Right now, one million dollars.

Eveland: (Feels public should know that the \$500,000 identified in audit as "surplus" is really operating capital, money the County must have to work with. Borrowing money is expensive. Since many of leading taxpayers are not in the audience, they must not care whether taxes are raised or lowered, so the Commissioners should do what they have to do to keep this County afloat.)

Gorsuch: (Hasn't had an opportunity to meet with the Board of Education regarding Commissioners' proposal to allocate \$112,000 less than requested. A last minute bill approved by the state legislature will have impact on the budget. If anticipated revenues with a 15-percent tax increase are \$800,000, the Commissioners should be able to do better than the \$28,000 they are proposing for education.)

Sue McLaughlin, Preston: Do you realize many teachers provide pencils, tablets, etc. for poor students out of their own pockets? There is no state provision for funds of this type. In education, Maryland is close to the bottom, and Caroline is close to the bottom in Maryland.

Pat Kohler: (Feels it is possible for the County to assign priority to education at least temporarily, as the State has done.)

Ruth Ann Wooters: (Have had a full-time librarian at Preston Elementary thanks to last year's increase. Thank you. Please fully fund this year's budget.)

William Cooper, Queen Anne-Hillsboro Volunteer Fire Company: Our volunteer fire and ambulance companies do not and cannot operate entirely on our county allocation. In most cases, County only furnishes about half our needed capital.

Geraldine Podlesny, Health Department: About 25 percent of our budget is locally funded. A six-percent salary increase is proposed for employees in our non-grant budget. We have 41 employees at salaries ranging from \$8,500 to \$30,000. Some programs are totally County-funded, such as nurses in the jail and in the schools.

Dr. Robert Schleiger, Chesapeake College: Funding for the college is 13 percent tuition, 32 percent local (five participating counties) and 55 percent State. Since 1978, we've had over a 55-percent increase in enrollment from Caroline.

Gorsuch: This year for the first time we will be working with Chesapeake College to make sure there is no unnecessary duplication in courses offered.

Cheek: Is the County getting any prisoner revenue from the State?

Administrator Richards: One third of the cost of the jail is covered by fees. Last year's revenues were \$165,000, this year's are projected at \$175,000.

Olive Burkard: What is the \$8,500 under liquor licensing for?

Administrator Richards: The salary for the Board of License Commissioners and their secretary. Revenues actually exceed expenditures in liquor licensing.

Burkard: What percentage of needed material/equipment is video cassette/disk related?

George Sands, Public Library: A very small percentage--most is purchased through grants. Most of the materials budget is for books. Our materials budget has grown 13.7 percent over the past five years, while our circulation increased 35 percent and reference 55 percent. Video cassette recorder items have been very popular, with each item circulating so far on the average of 43 to 50 times. This is really just another medium. Acquisition of subject related (educational) tapes would be helpful.

Commissioner Dean: I have said I would like to see the education budget fully funded. Someone once said the educational program is like a bicycle. If it doesn't move forward it

falls over on its side. We've held the \$2.16 tax rate for four years--I thought it was right when we first came to office--everyone preaches economy, but sometimes economy is false. All I can say to you is I'm going to do the best I can.

There being no further comments, the hearing was adjourned.

Leigh Sands
Leigh Sands
Clerk

May 29, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of May 22, 1984, and those of the April 11 Code Home Rule public hearing in Federalsburg, and the May 9 FY 1984-85 public budget hearing of the County Commissioners sitting as the Board of Estimates. Vouchers 22775-22810 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$420 - F. Dale Minner, Clerk of Circuit Court - criminal court costs due for April 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized recordation of contingency fund expenses of the Caroline County Roads Board for concession stand stone patios in the amount of \$362.12; and for completion of the Preston Elementary School building cleanup - \$834.62 (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners issued a proclamation presented by Betty Callahan, director, Tourism Council of the of the Upper Chesapeake, that declares the week beginning May 27, 1984 as National Tourism Week in Caroline County.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized payment to A. D. Benefit Plans, Inc., Baltimore, in the amount of \$4,500, the annual administrative fee for the County Commissioners of Caroline County Retirement Plan and Trust for the year ended June 30, 1983.

Following review of the Sheriff's Department incident report, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, authorized payment to George O. Kraegenbrink, Preston, in the amount of \$35 for twenty chickens killed by unowned dogs. Payment is seventy percent of the amount requested, as is customary.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Paul Wise, economic development administrator, was authorized to attend the 1984 Maryland Association of Counties convention in Ocean City. A County display will not be prepared this year.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following purchase orders were approved:

#5115 - The Asphalt Service Company, Inc., Baltimore - \$20,210.18 for 10,771 gallons RC-250 asphalt/patching distributor. (See minutes of April 24, 1984)

#5161 - St. Michaels Hardware and Gift Shop - \$2,000 - One 40-foot aluminum flagpole/hardware and installation.

Maggie Rogers, parent aide at Preston Elementary School, and sixth-graders Paul Thomas, Billy Frase, Heather Rogers, and Carmeshia Murray, presented the Commissioners with a three-foot by five-foot banner depicting the Maryland 350 commemorative seal hand sewn by the sixth-grade class. The class had previously sewn a United State flag, which was flown over the Capitol, and a Maryland flag, which was flown over the State House.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized the Department of Assessments and Taxation to abate the following uncollectable County personal property taxes from the tax roll, as recommended by Dorsey L. Wooters, county treasurer:

	<u>County Tax</u>	<u>Fiscal Year</u>
Mansfield Jones Lumber Co.	\$ 2,494.88	1978-79
Custom Craft Builders, Inc.	62.21	1981-82; 1982-83
Karl Richard Kline	21.60	1982-83
Robert M. Rebstock	43.20	1982-83
Colonial Merchandising Corp.	2.16	1981-82
I. H. Dove, Inc. (1977-78; 1978-79)	604.01	1979-80; 1980-81; 1981-82; 1982-83
Northeast Corridor Express, Inc.	664.59	1981-82
J. B. Sales Company, Inc.	29.81	1981-82
Timesaver Laundry Service, Inc.	210.17	1979-80; 1980-81
Edward B. Williams Associates, Inc.	151.20	1977-78; 1978-79; 1979-80; 1980-81
Burgess Brothers, Inc.	1,325.17	1981-82; 1982-83; 1983 -84
Chesapeake Communications Corp.	242.35	1982-83; 1983-84
Franex Enterprises, Inc.	463.54	1983-84
M&L Motors, Inc.	522.07	1981-82; 1982-83; 1983-84
Quality Office Products, Inc.	31.11	1982-83; 1983-84
TOTAL:	\$ 6,868.07	

On recommendation of Mr. Wooters, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, authorized the hiring of Sarah B. Bradbury, Preston, from among the applicants, to fill the position of account clerk II in the Treasurer's Office.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized signature on a letter of engagement to C. W. Amos and Company, Denton, for performance of the FY 1983-84 audit for a fee not to exceed \$18,000. Any additional services will be billed at standard charges.

At 10:30 a.m, the Commissioners held an advertised public hearing for the following Agricultural Land Preservation District petitions:

84-05 Michael B. and Anne M. Musachio - 24.17 acres north on Maryland Route 480 approximately 2 miles east of Ridgely. (LeGates/Dean)

84-06 Thomas J. McCarthy - 160.22 acres on the east side of Cedar Lane approximately 2 miles north of Greensboro. (LeGates/Dean)

84-07 Edwin E. and Myrle P. Schanken - 7.031 acres west of Choptank Road in the community of Choptank. (LeGates/Dean)

County planner Alan Visintainer provided background information on each, stating that all have been recommended by the Agricultural Land Preservation Advisory Committee for acceptance. Vice President Dean called for public comment. None was received. The petitions were approved for submittal to the Maryland Agricultural Land Preservation Foundation on separate motion and second as indicated above.

By unanimous consent, the Commissioners authorized signature on letters of appreciation to Judge J. Owen Wise, Sandra Wood, his secretary, and to Dr. Patricia Florestano and Ed Kelleher, Institute for Governmental Service, for their contributions and services regarding Code Home Rule.

By unanimous consent, the Commissioners authorized signature on a letter to the Maryland Rural Development Corporation endorsing the appointment of Dorothy Chance, Federalsburg grants administrator, to the MRDC Board of Directors.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners as lessor approved and signed an Amendment to Lease of June 14, 1981 with the Mayor and Council of Federalsburg, lessor, and United Leasing, Maywood, New Jersey, lessee, which permits construction of a 9,000 square foot addition to shell building one occupied by Metal Systems, Inc., Federalsburg Industrial Park. Lessor is held harmless for cost of the new space. Provisions of the original lease generally apply as well to the new space. Lessee is not liable for payment of any additional rent on the new space.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized the required payment and performance bonds for the above project to be obtained from the Fidelity and Deposit Company of Baltimore. (Lease amendment requires approval of bonding company by Lessor.)

The Commissioners recessed their meeting to inspect Smith Landing Road, residents of which have petitioned for inclusion of their road into the county system.

At 1:00 p.m., the Commissioners reconvened for a budget workshop.

There being no further business, the meeting of the County Commissioners was adjourned at 2:00 p.m.

Leigh Sands
Leigh Sands
Clerk

June 5, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 10:00 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of May 29, 1984, were approved. Vouchers 22811-22884 were approved for payment. Net payroll checks 14116-14251 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$420 - F. Dale Minner, Clerk of Circuit Court - Criminal court costs for May 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed a proclamation presented by Elinor Whaley, director of Recreation and Parks, which declares June to be National Recreation and Parks Month in Caroline County. Ms. Whaley distributed copies of the new flyer on summer recreation programs her department is offering.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved the Board of Education's FY 1984-85 supplemental capital improvements budget in the total amount of \$95,500. The budget lists eight projects, which involve replacing lockers, locks, and football lights, remodeling a science facility, refurbishing lavatories, carpeting, erecting partitions, and driveway and sidewalk construction.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted the proposal of Alex Brown & Sons, Inc., Baltimore, for services in connection with a limited public offering of Caroline County general obligation bonds for a fee of \$2,500.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners reviewed and formally adopted the following resolution pertaining to Code Home Rule in Caroline County:

RESOLUTION 84-004

ADOPTION OF CODE HOME RULE STATUS

WHEREAS, a determination was made by the County Commissioners of Caroline County, Maryland, that they would formally consider adopting the code form of home rule; and

WHEREAS, the County Commissioners of Caroline County made known its determination to formally consider adopting the code form of home rule by publication of notice in at least one newspaper of general circulation in Caroline County not less than three (3) times, at weekly intervals, within a period of not more than thirty (30) days prior to the first public hearing, said notice containing the dates, times, and places of the hearings thereon; and

WHEREAS, the County Commissioners of Caroline County held three (3) public hearings on the proposal to adopt code home rule status. At these hearings, held on three (3) separate dates at three (3) separate locations, residents and taxpayers within Caroline County were given the opportunity to be heard on the proposal to adopt code home rule status; and

WHEREAS, the County Commissioners of Caroline County, on May 8, 1984, made a decision on having code home rule status; it is

RESOLVED: that Caroline County shall operate under Article 11F of the Constitution, subject to approval at referendum.

ADOPTED: June 5, 1984

COUNTY COMMISSIONERS
OF CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Charles T. Dean, Sr., was nominated for membership on the Chesapeake Bay Critical Area Commission. Two more nominees are needed by next week.

Attorney Douglas Everngam of Nier, Jarrell & Hubbard presented documents pertaining to shell building II and Edmund L. and Clyde E. Sisk.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following resolution was adopted:

RESOLUTION 84-005

WHEREAS, the County Commissioners of Caroline County ("County") wish to borrow from the Department of Economic and Community Development of the State of Maryland (the "Department") as a general obligation and upon the full faith and credit of the County in accordance with the Maryland Industrial Land Act, a sum of money not to exceed THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000.00) (the "Loan"), to use such money for the purpose of defraying the costs of finishing construction work on a certain 30,000+ square feet industrial shell building, which is located in Federalsburg Industrial Park (the "Shell Building II"); and to evidence such borrowing by executing a Mortgage and Building Loan Agreement between the County and the Department or such other evidences of indebtedness of the County as may be hereafter required by the Department; and to authorize the President of the Commissioners and/or other appropriate officials of the County to execute any and all documents that may be necessary to consummate the Loan; and

WHEREAS, Article 41, Sections 438-446, inclusive, in particular, Section 441A of the Annotated Code of Maryland (the "Act") provides, among other things, that any political subdivision of the State of Maryland is fully enabled and empowered to borrow money from the Department and to execute a loan agreement as evidence and security for such borrowing for the purpose of defraying the project costs of constructing a shell building where such borrowing is approved by the Department; and

WHEREAS, the County has submitted an application to the Department for approval for the financing of the construction of the Shell Building; and

WHEREAS, the County has received a letter of commitment and approval dated May 28, 1984, from Frank J. DeFrancis, Secretary of Economic and Community Development ("the Letter of Commitment") approving the loan for the completion of the construction of Shell Building II; and

WHEREAS, the County has determined, based upon the findings and determinations hereinafter set forth, that it is in the best interests of the citizens of Caroline County that the County accept the Letter of Commitment, and to participate in the financing and construction of the Shell Building as described generally in said Letter of Commitment.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY

SECTION 1

That is is hereby found and determined as follows:

(a) The financing and finishing construction of the Shell Building II will fulfill and accomplish the purposes of the Act, which purpose is to attract industry and to create new employment opportunities in the State of Maryland by acquiring and developing industrial sites, resulting in new and expanded industrial enterprises, to provide enlarged opportunities for gainful employment by the people of Maryland, and accordingly, it has been determined to be in the best interest of the citizens of Caroline County, for the County to participate in the financing and construction of the Shell Building; and

(b) The Shell Building II to be completed is a "shell building" project as defined in the Act and the construction is, therefore, consistent with the purposes and directions contained within the Act.

SECTION 2

The County be and is hereby fully authorized and empowered to borrow from the Department a sum of money not to exceed THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000.00) (hereinafter defined as the "Loan") for a term not to exceed twenty-seven (27) years at a rate of interest not to exceed (9.75%) per annum and to evidence and secure the Loan by executing and delivering a Mortgage and Building Loan Agreement between the County and the Department, or such other evidences of indebtedness as the Department may hereafter determine.

SECTION 3

The County shall cause the proceeds of the Loan to be used for the purpose of defraying the costs of constructing and finishing a certain industrial shell building containing approximately 30,000± square feet to be located in the Federalsburg Industrial Park (hereinabove defined as the "Shell Building II").

SECTION 4

The County may reloan the proceeds of the loan to the Lessee of Shell Building II for the purpose of completing construction of Shell Building II; however, approval of the County or its representatives must be obtained prior to disbursement of the funds to the contractor employed by the Lessee.

SECTION 5

As described generally in the Letter of Commitment and as contemplated by the Act:

(a) The Loan will be secured by the Mortgage and Building Loan Agreement and the County shall pledge its full faith and credit for the repayment of the Loan and the interest thereon.

(b) The County will execute a Mortgage and Building Loan Agreement that will substantially comply with all terms and conditions as set forth in the proposed Mortgage and Building Loan Agreement, attached hereto and made a part hereof as Exhibit "A".

(c) Any costs of construction and finishing the Shell Building II in excess of the proceeds of the Loan shall be paid by the County and the County shall be reimbursed for any excess costs paid through disbursement of settlement proceeds upon the procurement of a purchaser and settlement and transfer of the property.

SECTION 6

In connection with the borrowing and the construction of the Shell Building II described in this Resolution, the President of the Commissioners and/or other appropriate officials of the County are hereby authorized and empowered:

(a) To accept the Letter of Commitment in order to further indicate the commitment of the County to participate in the financing of and the construction and finishing of the Shell Building II; and

(b) To execute such other documents, instruments and certificates as are necessary or appropriate to consummate such borrowing, construction, finishing, including, but not limited to, the Mortgage and Building Loan Agreement, leases, mortgages, deeds of trust, notes, bonds, or other evidences of indebtedness, assignments, insurance agreements, security agreement and any and all necessary financing statements.

SECTION 7

This Resolution is adopted and the Letter of Commitment is to be accepted for the purpose of inducing the Department to make the Loan and to further materially induce the County to construct and finish the Shell Building II provided that the Loan is approved by the Department and the proceeds of the Loan are made available to the County by the Department for the purpose of constructing and finishing the Shell Building II.

SECTION 8

The County reserves unto itself the option to either lease, or sell and convey to another, as it shall determine is in the best interest of the County for the preservation of its financial integrity, subject to the terms and conditions contained in the Mortgage and Building Loan Agreement with the Department.

SECTION 9

The County's obligation as heretofore stated, that being to repay the Loan in accordance with the terms and conditions of the Mortgage and Building Loan Agreement, shall not be subject to the County's ability to sell the Shell Building II. The County shall pledge its full faith and credit for the repayment of the principal balance of the Loan and of the interest thereon.

SECTION 10

AND BE IT FURTHER RESOLVED by the County Commissioners of Caroline County, that this Resolution shall become effective on the sixth day of June 1984.

ADOPTED this fifth day
of June 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following resolution was adopted:

RESOLUTION 84-006

WHEREAS, the County Commissioners of Caroline County ("County") wish to borrow from the Department of Economic and Community Development of the State of Maryland (the "Department") as a general obligation and upon the full faith and credit of the County in accordance with the Maryland Industrial Land Act, a sum of money not to exceed THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000.00) (the "Loan"), to use such money for the purpose of defraying the costs of finishing construction work on a certain 30000 ± square feet industrial shell building, which is located in the Federalsburg Industrial Park (the "Shell Building II"); and to evidence such borrowing by executing a Mortgage and Building Loan Agreement between the County and the Department or such other evidences of indebtedness of the County as may be hereafter be required by the Department; and to authorize the President of the Commissioners and/or other appropriate officials of the County to execute any and all documents that may be necessary to consummate the Loan; and

WHEREAS, Article 41, Sections 438-446, inclusive, in particular, Section 441A of the Annotated Code of Maryland (the "Act") provides, among other things, that any political subdivision of the State of Maryland is fully enabled and empowered to borrow money from the Department and to execute a loan agreement as evidence and security for such borrowing for the purpose of defraying the project costs of constructing a shell building where such borrowing is approved by the Department; and

WHEREAS, the County has submitted an application to the Department for approval for the financing of the construction of the Shell Building; and

WHEREAS, the County has received a letter of commitment and approval dated May 28, 1984, from Frank J. DeFrancis, Secretary of Economic and Community Development (the "Letter of Commitment") approving the Loan for the financing and construction of the Shell Building II; and

WHEREAS, the County has determined, based upon the findings and determinations hereinafter set forth, that is in the best interests of the citizens of Caroline County that the County accept the Letter of Commitment, and to participate in the financing and construction of the Shell Building as described generally in said Letter of Commitment.

WHEREAS, the County has entered into negotiations with Edmund L. Sisk and Clyde E. Sisk to Lease Shell Building II.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY

That the Lease, a copy of which is attached hereto as Exhibit "A" is hereby approved and the President of the Commissioners and/or other appropriate officials of the County are hereby authorized and empowered to execute the Lease.

ADOPTED this fifth day of
June 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

At 11:05 a.m., and as authorized by Article 76A, Section 11(a)(13), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, adjourned into closed session at the request of Mr. Dean to discuss road scraping.

At 11:15 a.m., the meeting reconvened in open session.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell was authorized to sign on behalf of the County a Lease between the County Commissioners and Mayor and Council of Federalsburg, Lessor, and Edmund L. Sisk and Clyde E. Sisk, Lessee, for land and improvements (shell building II) in the Federalsburg Industrial Park. The term of the lease is for twenty-five years, commencing on the first day of the month following substantial completion of the proposed facility to be constructed by Lessee. Lessee agrees, at its sole cost and expense, to complete construction of and improvements to the existing 30,000 square-foot shell building. The total cost shall be approximately \$350,000. Lessor shall provide a septic system at its own cost; Lessee shall be solely responsible for the cost of hooking into the septic system. Lessee has an option to cancel the lease after four years, but said option becomes null and void when the Federalsburg sewer moratorium is rescinded. The lease is contingent upon Lessor borrowing funds in the amount of \$350,000 from the State of Maryland. Lessee shall pay, among other things, basic rent, completion loan rent, and municipal loan rent, and shall have the option of purchasing the leased premises.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners signed the following letter to Edmund L. and Clyde E. Sisk, Lanham, Maryland:

RE: Assignment of Lease

Dear Mr. and Ms. Sisk:

This letter will serve as the formal consent of the County Commissioners of Caroline County to the assignment of the June 6, 1984 Lease between you, the Mayor and Council of the Town of Federalsburg, Maryland and the County Commissioners of Caroline County to Sisk Fulfillment Service, Inc. The foregoing consent is contingent upon the prior recordation of all

loan documents referred to in the aforementioned Lease, including, but not necessarily limited to, the loan of the Department of Economic and Community Development of the State of Maryland pursuant to the Maryland Industrial Loan Act.

ADOPTED this fifth day
June 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

The Commissioners authorized Mr. Everngam to prepare a resolution authorizing an increase in marriage license fees to support the programs of the Mid-Shore Council on Family Violence. Mr. Dean said he would support an increase only if the funds were used for counseling married partners.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following 1984 public drainage association tax rolls were certified to the county treasurer pursuant to Article 25, sections 81 and 87 of the Annotated Code of Maryland: Additions to Edinburg; Adams Reed; Baltimore Corner; Bee Tree, Broadway; Bullock Robinson; Cedar Lane, Chicken Bridge; Coolspring; Edinburg; Faulkner's Branch; Harrington Beaverdam; Henderson; Hill Road, Hubbard Cohee; Joiners Branch; Long Branch; Newport Meadow; Oakland; River Bridge; Smithville; Sullivan's Branch; Trice Towers; Tull Branch; Twiford Meadow and Wright Williams.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell was authorized to sign a Maryland Department of Human Resources Cooperative Reimbursement Title IV-D Program Agreement, effective July 1, 1984 through June 30, 1985 at a total cost of \$53,110.55, seventy percent of which is guaranteed reimbursement to the County.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

June 12, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of June 5, 1984, were approved. Vouchers 22890-22960 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$300 - F. Dale Minner, Clerk of Circuit Court - criminal court costs due for May.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$41.85 - The Easton Wholesale Company - driveway sealer for Program Open Space projects (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized submitting the name of Carl L. Thornton to the Governor's Appointment Office as nominee to the Property Tax Assessment Appeals Board.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized submitting the name of William Hingst to the Governor's Appointment Office as nominee for citizen representative to the Chesapeake Bay Critical Area Commission.

The Commissioners received letters from the Board of Education and the Library requesting restoration of amounts cut from their agency budgets. Consideration will be deferred until after the tax rate has been set.

Discussion was held on House Bill 1421, which would reverse a recent Court of Appeals decision that all counties are liable for payment of criminal court costs in cases where criminal charges are disposed of favorably to the accused. The Commissioners received a letter from the Governor advising that he vetoed the bill due to various fiscal implications. Thus far no budget allocation has been made for criminal court costs in the proposed budget; therefore, the Commissioners authorized Mr. Richards to place an additional \$4,000 in the FY 1985 budget to cover these costs.

Mr. Richards informed the Commissioners that a request has been received from the Department of Social Services asking that the County administer the Maryland Energy Assistance Program on the stipulation that the County will be reimbursed for all costs. The program was previously administered through Social Services with a contract employee, but the State Department of Personnel has informed them they can no longer use contracted employees. Mr. Richards expressed his reservations about the administration rather than the budget since no costs will be involved. The Commissioners agreed to defer decision on this request until more information is obtained.

Elinor Whaley, director of Recreation and Parks, presented to the Commissioners a Maryland Department of Natural Resources Joint-Use Agreement for their signature. The County is applying from Program Open Space funds to make improvements at the Harmony Community Park. She explained that since the property is not owned by the County, a joint-use agreement must be entered into with the Harmony Community Center, Inc. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean signed the agreement. Ms. Whaley also reported that she received notification from the State that a grant of \$25,000 has been approved for repairs at Choptank marina.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed the Certification of 1984 Tax Roll for Bradley-Todd Public Drainage Association.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized the 1983 payment to Memorial Hospital of \$5,000. This is the third \$5,000 payment of a \$30,000 pledge previously made by the Commissioners.

Alan Visintainer, county planner, met with the Commissioners to discuss a letter they recently received from Wayne Cawley protesting the Comprehensive Water and Sewerage Plan. The map includes approximately 20 acres of his farm frontage as a possible eight to ten year future extension (service area), which he feels may jeopardize his future plans for applying for an agricultural land preservation district. Mr. Visintainer explained that the eight to ten year service areas are shown as low priority; there is no actual intention to expand. He also said it would be no problem to make an amendment to the plan deleting Mr. Cawley's land entirely. The Commissioners agreed that the next public hearing held to amend the Comprehensive Water and Sewerage Plan will include an amendment to delete the 20-acre frontage of Mr. Cawley's farm.

At 10:00 a.m., as advertised, the Commissioners held a public hearing to consider the adoption of the Caroline County Storm-water Management Ordinance. Alan Visintainer read aloud that public hearing notice as it appeared in the newspaper. He informed everyone that this ordinance is a State requirement. Mr. Visintainer said the State ordinance applies to any type of new development; the County has provided exemptions to limit the application to include only developments of substantial size such as residential subdivisions and industrial parks so as to not have too severe an impact on the County. Mr. Visintainer said the incorporated towns were notified they have the option to draft and adopt their own ordinance or designate the application of the County ordinance in their towns. Ms. Mary

CAROLINE COUNTY GOVERNMENT

APPROVED BUDGET DOCUMENT

FOR

FISCAL YEAR 1985

July 1, 1984 - June 30, 1985

RESOLUTION 84-007

REPEALING AND REENACTING
911 EMERGENCY COMMUNICATIONS SYSTEM FEE

ABC882

WHEREAS, Article 41, Section 204(H)-5(c) authorizes counties with operative 911 systems to impose a local monthly telephone fee not to exceed thirty cents (30¢) per month to operate and maintain 911 emergency communications telephone systems; and

WHEREAS, the governing body of each county may by ordinance or resolution enact or adopt such a fee; and

WHEREAS a twenty-cent (20¢) fee was adopted and became effective in Caroline County in 1983; and

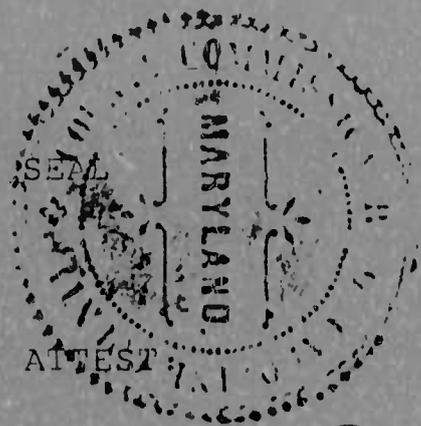
WHEREAS, an increase to the maximum amount of thirty cents (30¢) is now needed.

THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, That Resolution 83-004, "Imposition of [20¢] Additional Telephone Charge for Maintenance/Operation of 911 Emergency Communications System" is hereby repealed.

BE IT FURTHER RESOLVED That a monthly fee of thirty cents (30¢) is hereby enacted, and shall, beginning in 1984, be applied to all current telephone bills in Caroline County for operation and maintenance of the County 911 system.

ADOPTED: June 26, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND



Earl R. Bell

 EARL R. BELL, PRESIDENT

John S. Legates

 JOHN S. LEGATES

Leigh Sands

 LEIGH SANDS, CLERK

Charles T. Dean, Sr.

 CHARLES T. DEAN, SR.

RESOLUTION 84-008

CAROLINE COUNTY
APPROVED ESTIMATE OF REVENUES AND APPROPRIATIONS
FOR FISCAL YEAR 1984-85

ABC882

The Approved Budget for Caroline County for the Fiscal Year beginning July 1, 1984 and ending June 30, 1985, as represented by the detailed and fully itemized statement contained within is on this 26th day of June 1984, approved by the County Commissioners of Caroline County, Maryland, sitting as the Board of Estimates of said County.

In accordance with Section 20 of the Code of Public Local Laws of Caroline County, we do hereby certify, having reviewed the estimated schedule of revenues enclosed herein, that this schedule is a correct, thorough, and complete list of all the sources of revenue from which any income to the County will accrue or be derived during the ensuing fiscal year.

We further certify that we have reviewed all requests for appropriations submitted by various agencies and from these have developed an estimated statement of expenditures, enclosed herein, which shows for what purpose and in what amount the money so appropriated is to be expended, each and every expenditure, in our opinion, a necessary and proper estimate.

APPROVED: June 26, 1984

BY ORDER OF THE BOARD OF ESTIMATES
OF CAROLINE COUNTY, MARYLAND



Earl R. Bell
EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.
CHARLES T. DEAN, SR.

Leigh Sands
LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS

John S. Legates
JOHN S. LEGATES

LS/tmm

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

RESOLUTION 84-008

COMMISSIONERS

EARL R. BELL
PRESIDENT

CHARLES T. DEAN, SR.
VICE-PRESIDENT

JOHN S. LEGATES

CAROLINE COUNTY

APPROVED ESTIMATE OF REVENUES AND APPROPRIATIONS
FOR FISCAL YEAR 1984-85

EDWIN G. RICHARDS
COUNTY ADMINISTRATOR

GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

The Approved Budget for Caroline County for the Fiscal Year beginning July 1, 1984 and ending June 30, 1985, as represented by the detailed and fully itemized statement contained within is on this 26th day of June 1984, approved by the County Commissioners of Caroline County, Maryland, sitting as the Board of Estimates of said County.

In accordance with Section 26 of the Code of Public Local Laws of Caroline County, we do hereby certify, having reviewed the estimated schedule of revenues enclosed herein, that this schedule is a correct, thorough, and complete list of all the sources of revenue from which any income to the County will accrue or be derived during the ensuing fiscal year.

We further certify that we have reviewed all requests for appropriations submitted by various agencies and from these have developed an estimated statement of expenditures, enclosed herein, which shows for what purpose and in what amount the money so appropriated is to be expended, each and every expenditure, in our opinion, a necessary and proper estimate.

APPROVED: June 26, 1984

BY ORDER OF THE BOARD OF ESTIMATES
OF CAROLINE COUNTY, MARYLAND



Earl R. Bell

EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.

CHARLES T. DEAN, SR.

Leigh Sands

LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS

John S. Legates

JOHN S. LEGATES

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

COMMISSIONERS

RESOLUTION 84-009

EDWIN G. RICHARDS
COUNTY ADMINISTRATOR

EARL R. BELL
PRESIDENT

CHARLES T. DEAN, SR.
VICE-PRESIDENT

JOHN S. LEGATES

GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

CONFIRMATION OF LEVY - RETAINING 50% STATE INCOME SURTAX
WHEREAS, The Board of Estimates of Caroline County, Maryland, has carefully ascertained all the various estimates of revenues and expenditures and fixed them in such amounts as they consider proper.

NOW, THEREFORE, IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, To accept, and we hereby do accept, the estimates of revenues and expenditures of the Board of Estimates; and to appropriate those revenues available to the County according to the list of estimates.

IT IS FURTHER RESOLVED, That we confirm the levy in the total amount of \$10,540,848, and the property tax rate for the 1984-1985 fiscal year at \$2.31 per \$100 of assessed valuation.

IT IS FURTHER RESOLVED, That the local income surtax of fifty percent (50%) of the State income tax liability be retained for the 1984-1985 fiscal year.

ADOPTED: June 26, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND



Earl R. Bell

EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.

CHARLES T. DEAN, SR.

Leigh Sands
LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS

John S. Legates
JOHN S. LEGATES

RESOLUTION 84-009

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IT IS FURTHER RESOLVED, That we confirm the levy in the total amount of \$10,540,858, and the property tax rate for the 1984-1985 fiscal year at \$2.31 per \$100 of assessed valuation.

IT IS FURTHER RESOLVED, That the local income surtax of fifty percent (50%) of the State income tax liability be retained for the 1984-1985 fiscal year.

ADOPTED: June 26, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND



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LEIGH SANDS, CLERK TO THE
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John S. Legates

JOHN S. LEGATES

ABC882

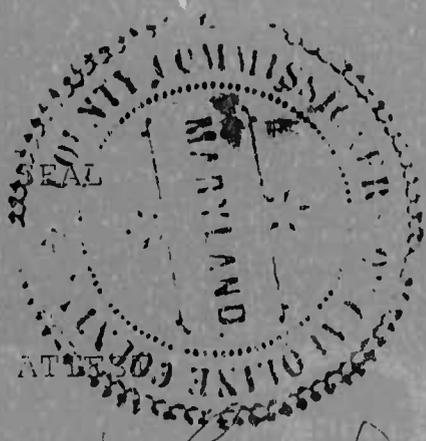
RESOLUTION 84-010

REVENUE SHARING

BE IT RESOLVED this 26th day of June 1984 by the County Commissioners of Caroline County, Maryland, that the Revenue Sharing Budget, attached hereto, which shows the use of FY 1983-84 funds, and sets forth the proposed use of funds anticipated for receipt in FY 1984-85, is hereby adopted.

WITNESS the hands and seal of the County Commissioners of Caroline County, Maryland, on the day and year first above written.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND



Earl R. Bell

EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.

CHARLES T. DEAN, SR.

Leigh Sands

LEIGH SANDS, CLERK

John S. Legates

JOHN S. LEGATES

LS/tmm

ABC882

REVENUE SHARING BUDGETFY 1983-84

Fund balance June 30, 1983 Revenue Sharing

Caroline County received Revenue Sharing funds as follows for the period July 1, 1983 through June 30, 1984.

Jul 8, 1983	102,416.
Oct 7, 1983	102,416.
Jan 10, 1983	94,965.
Apr 6, 1984	<u>94,965.</u>

TOTAL RECEIVED 394,762.00

Funds expended July 1, 1983 through June 30, 1984 as follows:

Employee Expenses & Fringe Benefits	(386,000.00)
Sheriff's Salary	<u>(8,762.00)</u>

Fund Balance June 30, 1984 .00

FY 1984-85

Revenue Sharing Anticipated July 1, 1984 through June 30, 1985.

Jul 1, 1984	94,965.
Oct 1, 1984	94,965.
Jan 1, 1985	94,543.
Apr 1, 1985	<u>94,527.</u>

TOTAL ANTICIPATED 379,000.00

Expenditures Proposed for July 1984 through June 1985

Employee Expenses & Fringe Benefits	<u>(379,000.00)</u>
-------------------------------------	---------------------

ANTICIPATED ENDING FUND BALANCE .00

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

RESOLUTION 84-010

COMMISSIONERS

EARL R. BELL
PRESIDENT

CHARLES T. DEAN, SR.
VICE-PRESIDENT

REVENUE SHARING

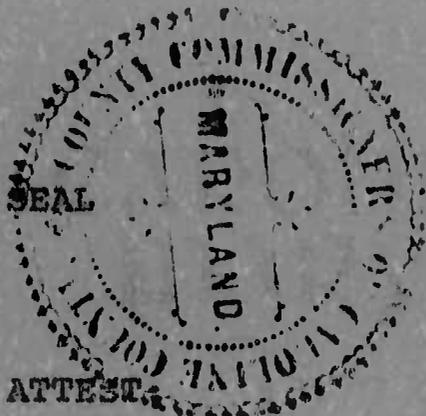
EDWIN G. RICHARDS
COUNTY ADMINISTRATOR

GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

BE IT RESOLVED this 26th day of June 1984 by the County Commissioners of Caroline County, Maryland, that the Revenue Sharing Budget, attached hereto, which shows the use of FY 1983-84 funds, and sets forth the proposed use of funds anticipated for receipt in FY 1984-85, is hereby adopted.

WITNESS the hands and seal of the County Commissioners of Caroline County, Maryland, on the day and year first above written.



COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Earl R. Bell

EARL R. BELL, PRESIDENT

Charles T. Dean, Sr.

CHARLES T. DEAN, SR.

Leigh Sands
LEIGH SANDS, CLERK

John S. Legates
JOHN S. LEGATES

LS/tmm

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

REVENUE SHARING BUDGET

COMMISSIONERS

EARL R. BELL

~~FY 1983-84~~

CHARLES T. DEAN, SR.

VICE-PRESIDENT

JOHN S. LEGATES

EDWIN G. RICHARDS
COUNTY ADMINISTRATOR

GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

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Employee Expenses & Fringe Benefits	(386,000.00)
Sheriff's Salary	<u>(8,762.00)</u>

Fund Balance June 30, 1984 .00

FY 1984-85

Revenue Sharing Anticipated July 1, 1984 through June 30, 1985.

Jul 1, 1984	94,965.
Oct 1, 1984	94,965.
Jan 1, 1985	94,543.
Apr 1, 1985	<u>94,527.</u>

TOTAL ANTICIPATED 379,000.00

Expenditures Proposed for July 1984 through June 1985

Employee Expenses & Fringe Benefits	<u>(379,000.00)</u>
-------------------------------------	---------------------

ANTICIPATED ENDING FUND BALANCE .00

COMMISSIONERS OF CAROLINE COUNTY

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COMMISSIONERS

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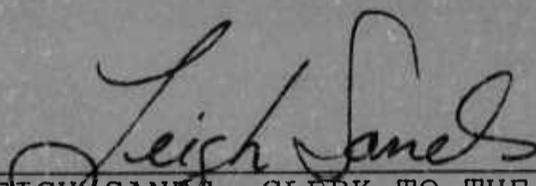
LEIGH SANDS
CLERK

CERTIFICATION

I DO HEREBY CERTIFY That the attached Resolution is a true extract of the minutes of the County Commissioners of Caroline County, Maryland, held on the June 7, 1977.

IN TESTIMONY WHEREOF, I subscribe my name and affix the Great Seal of Caroline County, Maryland, on this 26th day of June 1984.




LEIGH SANDS, CLERK TO THE
COUNTY COMMISSIONERS

LS/tmm

COMMISSIONERS OF CAROLINE COUNTY

POST OFFICE BOX 207 DENTON, MARYLAND 21629
Telephone 301-479-0660

COMMISSIONERS

EARL R. BELL
PRESIDENT

CHARLES T. DEAN, SR.
VICE-PRESIDENT

JOHN S. LEGATES

EDWIN G. RICHARDS
COUNTY ADMINISTRATOR

GEORGE C. NIER
ATTORNEY

LEIGH SANDS
CLERK

June 13, 1977

R E S O L U T I O N

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CAROLINE COUNTY pursuant to the power and authority contained in Section 283 of Article 81 of the Annotated Code of Maryland do hereby rescind that portion of Commissioners' Resolution 75-078 dated July 1, 1975, setting the local income tax rate of forty (40) percent of the State Income Tax liability.

BE IT FURTHER RESOLVED THAT, AS FURTHER AUTHORIZED and required in Section 283 of Article 81, an Income Tax of fifty (50) percent of the State Income Tax liability is levied upon the residents of Caroline County for the calendar year beginning January 1, 1977, and this rate shall continue in effect for each succeeding calendar year until changed by the Board of County Commissioners of Caroline County on or before July 1st in the calendar year in which the rate is established.

Adopted by the County Commissioners of Caroline County this seventh day of June 1977.

COUNTY COMMISSIONERS
OF CAROLINE COUNTY

(SIGNED)

A. CURTIS ANDREW, PRESIDENT

(SIGNED)

RACHEL COLLISON, MEMBER

ATTEST:

(SIGNED)

JANICE M. EDWARDS, CLERK

(SIGNED)

EARL R. BELL, MEMBER

cc: Mr. William Anderson

CHART OF ACCOUNTS
EXPENDITURES

Page 1

COUNTY COMMISSIONERS
OF
CAROLINE COUNTY

<u>ACCOUNT</u> <u>NUMBER</u>	<u>BUDGET ITEM</u>	<u>1984-85</u>	<u>BUDGET</u>
	<u>COUNTY COMMISSIONERS</u>		
10.111	Salaries	96,345.	
10.111.1	Operating Expenses	8,500.	
10.111.2	Legal Services	11,000.	
10.111.3	County Promotion	3,500.	
10.111.4	Association Dues	8,500.	
	TOTAL		127,845.
	<u>CIRCUIT COURT</u>		
10.211	Salaries	32,877.	
10.211.1	Operating Expenses	2,000.	
10.211.2	Jurors	17,500.	
10.211.3	Law Library	3,500.	
10.211.4	Criminal Court Costs	4,000.	
10.213	Capital	1,000.	
	TOTAL		60,877.
	<u>ORPHAN'S COURT</u>		
10.231	Salaries	5,550.	
10.231.1	Operating Expenses	2,500.	
	TOTAL		8,050.
	<u>STATE'S ATTORNEY</u>		
10.241	Salaries	62,666.	
10.241.1	Operating Expenses	3,500.	
10.242.2	IV-D Grant Support Program	53,000.	
10.243	Capital	500.	
	TOTAL		119,666.
	<u>ELECTIONS</u>		
10.411	Salaries	25,233.	
10.411.1	Operating Expenses	10,229.	
10.411.2	Legal Services	1,000.	
10.411.3	Mileage	3,538.	
	TOTAL		40,000.
	<u>FINANCIAL ADMINISTRATION</u>		
10.521	Salaries	90,663.	
10.511.1	Operating Expenses	9,000.	
10.511.2	Audit	18,000.	
10.513	Capital	2,500.	
	TOTAL		120,163.

CHART OF ACCOUNTS
EXPENDITURES

Page 2

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1984-85</u>	<u>BUDGET</u>
	<u>PLANNING</u>		
10.811	Salaries	60,783.	
10.811.1	Operating Expenses	2,500.	
10.813	Capital	<u>6,500.</u>	
	TOTAL		69,783.
	<u>GENERAL SERVICES</u>		
10.931	Payroll Services	6,000.	
10.941	Central Duplicating	7,500.	
10.951	Telephones	65,000.	
10.961	Postage	11,000.	
10.971	Maintenance Contracts	20,000.	
10.981	Mileage & Conferences Expenses	12,500.	
10.991	Insurance	65,000.	
10.992	Publications	<u>1,500.</u>	
	TOTAL		188,500.
	<u>SHERIFF</u>		
11.121	Salaries	150,000.	
11.121.1	Operating Expenses	13,000.	
11.121.2	Operation of Autos	18,000.	
11.123	Capital	<u>30,000.</u>	
	TOTAL		211,000.
	<u>CENTRAL ALARM</u>		
11.241	Salaries	108,825.	
11.241.1	Operating Expenses	500.	
11.243	Capital	<u>10,000.</u>	
	TOTAL		119,325.
	<u>FIRE COMPANIES</u>		
11.252	Ambulance Grants	38,660.	
11.262	Fire Companies	<u>150,071.</u>	
	TOTAL		188,731.
	<u>JAIL</u>		
11.311	Salaries	305,000.	
11.311.1	Operating Expenses	27,500.	
11.311.2	Medical Services Prisoners	20,000.	
11.311.3	Food - Board of Prisoners	65,000.	
11.311.4	Utilities	35,000.	
11.313	Capital	<u>10,000.</u>	
	TOTAL		462,500.
	<u>PERMITS</u>		
11.411	Salaries	47,514.	
11.411.1	Operating Expenses	<u>5,000.</u>	
	TOTAL		52,514.

CHART OF ACCOUNTS
EXPENDITURES

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1984-85</u>	<u>BUDGET</u>
	<u>DOG CONTROL</u>		
11.511	Salaries	20,602.	
11.511.1	Operating Expenses	<u>5,500.</u>	
	TOTAL		26,102.
	<u>LIOUOR LICENSING</u>		
11.611	Salaries & Expenses	<u>8,500.</u>	
	TOTAL		8,500.
	<u>CIVIL DEFENSE</u>		
11.711	Salaries	<u>15,000.</u>	
	TOTAL		15,000.
	<u>PUBLIC WORKS:</u>		
	<u>GENERAL ADMINISTRATION</u>		
12.111.	Salaries	81,496.	
12.111.1	Operating Expenses	<u>5,500.</u>	
	TOTAL		86,996.
	<u>PUBLIC WORKS:CENTRAL SHOP</u>		
12.211	Salaries	87,380.	
12.211.1	Operating Expenses	17,500.	
12.211.2	Fuels & Lubricants	175,000.	
12.211.3	Parts & Repairs	125,000.	
12.213	Capital	<u>25,000.</u>	
	TOTAL		429,880.
	<u>PUBLIC WORKS:</u>		
	<u>SOLID WASTE DISPOSAL</u>		
12.411	Salaries	127,555.	
12.411.1	Operating Expenses & Rental	15,000.	
12.413	Capital	<u>10,000.</u>	
	TOTAL		152,555.
	<u>PUBLIC WORKS: JOHNSONGRASS</u>		
12.451	Salaries	15,558.	
12.451.1	Operating Expenses	<u>5,000.</u>	
	TOTAL		20,558.
	<u>PUBLIC WORKS: MOSQUITO CONTROL</u>		
12.461	Salaries	10,447.	
12.461.1	Operating Expenses	<u>6,000.</u>	
	TOTAL		16,447.
	<u>PUBLIC WORKS: ROADS</u>		
12.521	Salaries	425,000.	
12.521.2	Subcontractors: Rentals	5,000.	
12.521.3	Construction Materials	<u>300,000.</u>	
	TOTAL		730,000.

CHART OF ACCOUNTS
EXPENDITURES

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1984-85</u>	<u>BUDGET</u>
	<u>PUBLIC WORKS: COUNTY BUILDINGS</u>		
12.591	Salaries	50,000.	
12.591.1	Operating Expenses	21,000.	
12.591.2	Utilities	25,000.	
12.591.3	Courthouse Green	5,000.	
12.593	Capital	10,000.	
	TOTAL		111,000.
	<u>HEALTH</u>		
13.112	Health Department	230,906.	
13.112.1	Developmental Center	32,844.	
13.112.2	Health Planning Council	792.	
13.113	Capital	7,500.	
	TOTAL		272,042.
	<u>SOCIAL SERVICES & INSTITUTIONAL CARE</u>		
15.112	Social Services	3,000.	
15.191	Chesapeake Center Workshop	12,000.	
15.191.4	Commission On Aging	1,500.	
15.191.5	Upper Shore Aging	18,105.	
	TOTAL		34,605.
	<u>EDUCATION</u>		
17.111	Board of Education	4,341,526.	
17.113	Capital	5,000.	
17.114	Chesapeake College	196,801.	
	TOTAL		4,543,327.
	<u>RECREATION & PARKS</u>		
18.111	Salaries (regular)	46,788.	
18.112	Salaries (temporary)	40,070.	
18.112.1	Operating Expenses	11,230.	
18.112.2	Fees Generating - Programs	19,500.	
18.112.3	Operating Expenses - Parks	7,700.	
18.122	4-H & Youth Park	5,000.	
18.122.1	Caroline Arts Council	2,000.	
	TOTAL		132,288.
	<u>LIBRARY</u>		
19.101	Library	268,000.	
	TOTAL		268,000.
	<u>EXTENSION SERVICE</u>		
20.102	Extension Service	46,654.	
20.102.1	Operating Expenses	23,584.	
	TOTAL		70,238.

CHART OF ACCOUNTS
EXPENDITURES

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM</u>	<u>1984-85</u>	<u>BUDGET</u>
	<u>SOIL CONSERVATION</u>		
20.201	Soil Conservation District	10,150.	
20.202	Drainage Maintenance	15,100.	
20.203	Capital	<u>15,000.</u>	
	TOTAL		40,250.
	<u>ECONOMIC DEVELOPMENT</u>		
22.201	Economic Development	22,500.	
22.201.1	Tourism Council	<u>3,500.</u>	
	TOTAL		26,000.
	<u>DEBT SERVICE</u>		
24.101	Bond Princ.& Int. (Pr.1970)	145,025.	
24.102	Bond Princ.& Int.(1970)	114,600.	
24.103	Loans/School Princ. & Int.	55,665.	
24.104	Solid Waste Facilities Bond	23,890.	
24.105	County Transportation Bond	97,232.	
24.106	Jail Facilities Bond	87,372.	
24.107	Comm. College Const. Loan	21,678.	
24.108	MIDFA Loan, Fed. Ind. Park	8,228.	
24.109	Solo Cup	217,190.	
24.110	MILA Shell Buildings	92,487.	
24.111	Leased Equipment	133,039.	
24.112	Interest Short Term Loans	50,000.	
24.113	Bond Anticipation Notes	<u>75,000.</u>	
	TOTAL		1,121,406.
	<u>INTERGOVERNMENTAL</u>		
25.901	In Lieu of Bankstock	3,100.	
25.902	Shared Property Tax	75,610.	
25.903	Police Protection Aid	<u>16,000.</u>	
	TOTAL		94,710.
	<u>EMPLOYEE EXPENSE</u>		
26.201	Retirement & Pension	125,000.	
26.301	Workmens Compensation	35,000.	
26.401	Employers Share Social Security	140,000.	
26.501	Life Insurance	10,000.	
26.601	Hospitalization Benefits	100,000.	
26.701	Employee Development	4,500.	
26.801	Uniforms	<u>17,500.</u>	
	TOTAL		432,000.
	<u>CONTINGENCY</u>		
26.902	Contingency Operations	100,000.	
26.903	Contingency Capital	15,000.	
26.904	Program Open Space	<u>25,000.</u>	
	TOTAL		<u>140,000.</u>
	TOTAL BUDGET 1984-1985		\$ <u>10,540,858.</u>

COUNTY COMMISSIONERS
OF
CAROLINE COUNTY

BUDGET FISCAL YEAR 1984-1985
ESTIMATED REVENUES

<u>ACCOUNT</u> <u>NUMBER</u>	<u>SOURCE</u>	<u>FY 1984-1985</u> <u>REVENUES</u>
1.1	Property Tax	4,158,469.
1.19	Additions & Abatements	(50,000.)
1.2	Interest & Penalties	45,000.
1.31	Tax Credits	(25,000.)
1.4	Income Tax	2,467,790.
1.53	Recordation Tax	90,000.
1.59	Mobile Home Tax	15,000.
1.61	Franchise Tax	500.
1.63	Racing Revenue	5,000.
1.64	Liquor & Beer Tax	50,000.
1.65	Tobacco Tax	75,000.
1.66	*Highway Users/Revenue Sharing	1,481,900.
1.69	State Shared Taxes	15,000.
2.21	Liquor Licenses	50,000.
2.23	Traders Licenses	15,000.
2.31	*Dog Licenses	500.
2.32	Building Permits	25,000.
2.33	Marriage Licenses	2,500.
3.00	Revenue Sharing	379,000.
3.303	Police Protection Aid	106,000.
3.304	State Property Tax	185,000.
3.305	*State Road Construction Aid	120,000.
3.308	State Park Fees	12,500.
3.310	School Debt Aid	145,025.
3.311	School Community Grant	27,261.
3.313	Civil Defense Grant	15,000.
3.315	Coastal Zone Grant	16,000.
3.319	State's Attorney IV-D Grant	38,000.
3.320	EDC Grants	5,600.
4.13	Sheriff Fees	10,000.
4.19	Johnsongrass Fees	13,500.
4.22	Telephone 911 Fees	40,000.
4.23	Prisoner Fees	175,000.
4.30	*Agency Reimbursements	30,000.
4.39	*Pipe Sales	45,000.
4.59	Mosquito Control Fees	7,500.
4.86	Marina Fees	7,500.
4.89	Recreation & Park Fees	30,000.
4.90	Vehicle Tag Fees	2,500.
6.1	Interest	30,000.
6.2	*Rents/Leased Industrial Property (MILA)	317,905.
6.21	Other Rents	5,000.
6.9	Miscellaneous Revenue	40,000.
6.91	*Municipal Road Loan Reimbursement	27,150.
6.99	Fund Balance Available	<u>288,758.</u>
	TOTAL REVENUES	\$ 10,540,858.

*Special Revenue Funds

CAROLINE COUNTY GOVERNMENT
APPROVED PERSONNEL DOCUMENT

FOR

FISCAL YEAR 1985

July 1, 1984 through June 30, 1985

TOTAL AUTHORIZED PERSONNEL

<u>OFFICE</u>	<u>AUTHORIZED PERSONNEL</u>		<u>AUTHORIZED SALARY EXPENSE</u>	<u>DEPT. SHARE OF EMPLOYEES EXPENSE AT 22.6%</u>
	<u>Merit/ Appointed</u>	<u>Other</u>		
County Commissioners	3	4	\$ 96,345	\$ 21,800
Circuit Court	1	2	32,877	7,425
Orphan's Court	-	3	5,550	1,250
State's Attorney's Office	3	1	62,666	14,200
Financial Administration	6	1	90,663	20,550
Planning Department	3	-	60,783	13,850
Sheriff's Department	8	1	150,000	33,900
County Jail	25	-	305,000	69,000
Central Alarm	9	-	108,825	24,650
Registration & Elections	-	11	25,233	5,700
Permits & Inspections	3	-	47,514	10,800
Animal Control	2	-	20,602	4,700
Board of License Commissioners	-	4	3,250	735
Civil Defense	1	-	14,000	3,170
PUBLIC WORKS:	*	*	*	*
General Administration	4	-	81,496	18,500
Central Shop	6	-	87,380	19,800
Solid Waste	12	-	127,555	28,850
Johnsongrass	1	-	15,558	3,520
Mosquito Control	1	-	10,447	2,370
Roads	29	8	425,000	96,250
County Buildings	4	-	50,000	11,300
Recreation & Parks	3	69	86,850	19,680
TOTAL:	124	104	<u>\$1,907,594</u>	<u>\$432,000</u>

Merit System Full-time Employees	110
Full-time Appointed Officials	6
Merit System Part-time Employees	8
Elected Officials	9
Part-time Appointed Officials	9
Temporary Employees	75
Non-Merit System Employees	<u>11</u>

AUTHORIZED POSITIONS FOR FY 1985

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AUTHORIZED PERSONNEL LIST
MERIT SYSTEM EMPLOYEES AND APPOINTED OFFICIALS
FISCAL YEAR 1985

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAME</u>
<u>COUNTY COMMISSIONERS (3)</u>				
	County Administrator	15/17	15/18	Richards
	Clerk to the Board	9/2	9/3	Sands
	Clerk Typist to Administrative Assistant	3/4	5/2	Mitchell
<u>CIRCUIT COURT (1)</u>				
	Legal Secretary	6/2	8/1	Wood
<u>STATE'S ATTORNEY'S OFFICE (3)</u>				
	Administrative Coordinator	8/3	8/4	Schott
	Deputy State's Attorney	11/2	11/3	Kaludis
	Clerk Typist (Part-time)	3/4	3/5	Gray
<u>FINANCIAL ADMINISTRATION (6)</u>				
	*Account Clerk III	6/12	7/9	Tribbitt
	Account Clerk III	7/8	7/9	Spicher
	Account Clerk II	-	6/3	Bradbury
	Account Clerk I	3/3	3/4	Bennett
	Clerk Typist	3/1	3/2	Hayman
	*Payroll Clerk (Part-time)	-	8/12	Irwin

AUTHORIZED PERSONNEL LIST
 Fiscal Year 1985
 Page Two

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAMES</u>
<u>PLANNING DEPARTMENT (3)</u>				
	Planner/Engineer	13/19	13/20	Visintainer
	Clerk Stenographer	5/2	5/3	Holden
	*Coastal Zone Coordinator	-	8/5	Krempasky
<u>SHERIFF'S DEPARTMENT (8)</u>				
	Deputy Sheriff, Supervisor	8/3	8/4	Linz
	Deputy Sheriff, Investigator	8/4	8/5	Nagel
	Deputy Sheriff	7/7	7/8	Cooper
	Deputy Sheriff	7/2	7/3	Adams
	Deputy Sheriff	7/2	7/3	Schmitt
	Deputy Sheriff	7/2	7/3	Green
	Deputy Sheriff	6/2	7/1	Meyers
	Deputy Sheriff	6/2	7/1	Wright
<u>CENTRAL ALARM (9)</u>				
	Communications Supervisor	6/7	6/8	Monath
	Communications Clerk	5/6	5/7	Scudder
	Communications Clerk	5/2	5/3	Jarrell
	Communications Clerk	5/1	5/2	Balderson
	Communications Clerk	5/7	5/8	Ebling
	Communications Clerk	4/1	5/1	Ober
	Communications Clerk	4/1	5/1	Wilhelm
	Communications Clerk	4/1	5/1	Goldsborough
	Communications Clerk	-	4/1	Vacant
		as of 1/1/85	5/1	

AUTHORIZED PERSONNEL LIST
 Fiscal Year 1985
 Page Three

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAME</u>
<u>COUNTY JAIL (25)</u>				
	Administrative Deputy	9/3	9/4	Andrew, C.
	Deputy Sheriff	7/7	7/8	Magrogan
	Deputy Sheriff	7/7	7/8	Ramsey
	Corrections Officer II	6/2	6/3	Brummell, K.
	Corrections Officer II	6/1	6/2	Davis
	Corrections Officer II	6/1	6/2	Downes
	Corrections Officer II	6/1	6/2	Baker
	Corrections Officer I	4/1	5/1	Bailey
	Corrections Officer I	5/2	5/3	Brown
	Corrections Officer I	5/2	5/3	Burgess
	Corrections Officer I	5/3	5/4	Condon
	Corrections Officer I	5/2	5/3	Corsey
	Corrections Officer I	4/1	5/1	Lockerman
	Corrections Officer I	5/2	5/3	Potter
	Corrections Officer I	5/2	5/3	Rich
	Corrections Officer I	5/1	5/2	Salmons
	Corrections Officer I	5/2	5/3	Sharp
	Corrections Officer I	5/1	5/2	Wallace
	Corrections Officer I	5/2	5/3	Warner
	Corrections Officer I	4/1	4/1	Vacant
	Matron/Cook	5/11	5/12	Andrew, J.
	Kitchen Helper (Part-time)	2/8	2/9	Parker
	Kitchen Helper (Part-time)	2/1	2/2	Jones
	Clerk (Part-time)	5/1	5/2	Vestrand
	Clerk (Part-time)	5/3	5/4	Weir
<u>CIVIL DEFENSE (1)</u>				
	Civil Defense Coordinator	8/1	8/1	Vacant

AUTHORIZED PERSONNEL LIST
 Fiscal Year 1985
 Page Four

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAME</u>
<u>PERMITS AND INSPECTIONS (3)</u>				
	Senior Codes Inspector	8/4	8/5	Lister
	Plumbing Inspector (Part-time)	5/1	5/2	Schanken
	Clerk Typist	3/4	3/5	Hubbard
<u>ANIMAL CONTROL (2)</u>				
	Dog Warden	4/1	4/2	Bennett
	Dog Warden	4/1		Vacant
<u>PUBLIC WORKS: General Administration (4)</u>				
	Director	14/10	14/11	Emerson
	Assistant Supt./Purchasing Officer	10/22	12/10	MacDonald
	Stock Clerk	5/1	5/2	Godfrey
	Clerk Typist	3/6	3/7	Lewis
<u>PUBLIC WORKS: Roads Crew (29)</u>				
	Road Supervisor	10/15	10/16	Lewis
	Assistant Road Supervisor	9/3	9/4	Cole, C.
	Assistant Road Supervisor	9/7	9/8	Bickling
	Motor Equipment Operator IV	7/21	7/22	Trice
	Highway Markings Specialist	6/14	6/15	Cole, H.
	Motor Equipment Operator III	6/12	6/13	Blades
	Motor Equipment Operator III	8/10	8/11	Fountain
	Motor Equipment Operator III	6/15	6/16	Pinder
	Motor Equipment Operator III	6/4	6/5	Porter

AUTHORIZED PERSONNEL LIST
 Fiscal Year 1985
 Page Five

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAME</u>
<u>PUBLIC WORKS: Roads Crew (Continued)</u>				
	Motor Equipment Operator II	5/5	5/6	Arnie
	Motor Equipment Operator II	5/3	5/4	Carbo
	Motor Equipment Operator II	5/15	5/16	Murphy
	Motor Equipment Operator II	5/15	5/16	Reed
	Motor Equipment Operator II	5/5	5/6	Wells
	Motor Equipment Operator II	5/15	5/16	Willis
	Motor Equipment Operator II	5/1	5/2	Wood
	Motor Equipment Operator II	5/3	5/4	Worthy
	Motor Equipment Operator II	5/1	5/2	Vacant
	Motor Equipment Operator I	4/13	4/14	Holland
	Motor Equipment Operator I	4/3	4/4	Motter
	Motor Equipment Operator I	4/18	4/19	Schulties
	Motor Equipment Operator I	4/7	4/8	Werner
	Motor Equipment Operator I	4/1	4/2	Anthony
	Motor Equipment Operator I	4/14	4/15	Butler
	Motor Equipment Operator I	4/13	4/14	Copper
	Motor Equipment Operator I	4/2	4/3	Corker
	Motor Equipment Operator I	4/1	4/2	Vacant
	Motor Equipment Operator I	3/18	3/19	Dust
	Highway Worker II	3/1	3/1	Vacant
	Highway Worker II			

PUBLIC WORKS: Central Shop (6)

Auto Services Foreman	9/5	9/6	Levengood
Auto Mechanic II	7/5	7/6	Garfield
Auto Mechanic II	7/2	7/3	Milligan
Auto Mechanic II	7/3	7/4	Monath
Auto Mechanic II	7/2	7/3	Elliott
Auto Mechanic I	4/1	4/1	Breeding

AUTHORIZED PERSONNEL LIST
 Fiscal Year 1985
 Page Six

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAME</u>
<u>PUBLIC WORKS: Solid Waste (12)</u>				
	Supervisor	7/3	9/1	Lambert
	Motor Equipment Operator II	5/3	5/4	Nelson
	Motor Equipment Operator II	5/3	5/4	Meekins
	Motor Equipment Operator I	4/4	4/5	Chase
	Attendant	1/12	1/13	Webb
	Attendant	1/11	1/12	Bell
	Attendant	1/6	1/7	Carroll, M.
	Attendant	4/1	4/2	Truxon
	Attendant	1/2	1/3	Blackwell
	Attendant	1/2	1/1	Wheatley
	*Attendant	-	1/1	Vacant
	*Attendant	-	1/1	Vacant
<u>PUBLIC WORKS: Johnsongrass (1)</u>				
	Coordinator	6/12	6/13	Beston
<u>PUBLIC WORKS: Mosquito Control (1)</u>				
	Operator	4/1	4/2	Hopkins
<u>PUBLIC WORKS: Buildings (4)</u>				
	Custodian	4/12	4/13	Brummell, F.
	Janitor	2/6	2/7	States
	*Janitor	-	2/1	Brummell, J.
	Repairer	6/3	7/3	Hutson

AUTHORIZED PERSONNEL LIST
Fiscal Year 1985
Page Seven

<u>OFFICE</u>	<u>POSITION</u>	<u>GRADE/ STEP (FY 84)</u>	<u>GRADE/ STEP (FY 85)</u>	<u>INCUMBENT NAME</u>
<u>RECREATION AND PARKS (3)</u>				
	Director	10/6	12/2	Whaley
	Coordinator	7/2	7/3	Walbert
	Clerk Typist	3/3	3/4	Baynard

EGR/tmm

AUTHORIZED PERSONNEL LIST
ELECTED OFFICIALS AND
NON-MERIT SYSTEM EMPLOYEES

<u>OFFICE</u>	<u>POSITION</u>	<u>AUTHORIZED ANNUAL SALARY</u>	<u>INCUMBENT NAME</u>
<u>COUNTY COMMISSIONERS (4)</u>			
	Commissioner, President	9,500	Bell
	Commissioner	9,000	Dean
	Commissioner	9,000	LeGates
	Temporary Clerk	1,500	Jackson
<u>CIRCUIT COURT (2)</u>			
	Court Recorder	14,500	Worm
	Bailiff	3,500	Wayman
<u>ORPHAN'S COURT (3)</u>			
	Judge	1,850	Schrieber
	Judge	1,850	Trice
	Judge	1,850	Ziegler
<u>STATE'S ATTORNEY'S OFFICE (1)</u>			
	State's Attorney	20,000	Evans
<u>FINANCIAL ADMINISTRATION (1)</u>			
	Treasurer	20,000	Wooters

AUTHORIZED PERSONNEL LIST
 NON-MERIT SYSTEM EMPLOYEES
 Fiscal Year 1985
 Page Two

<u>OFFICE</u>	<u>POSITION</u>	<u>AUTHORIZED ANNUAL SALARY</u>	<u>INCUMBENT NAME</u>
<u>SHERIFF'S DEPARTMENT (1)</u>			
	Sheriff	20,000	Andrew
<u>BOARD OF ELECTIONS (11)</u>			
	Clerk Registrar	9,129	Hardee
	Registrar	8,354	Deaner
	Custodian	500	Dhue
	Custodian	500	Harris
	Deputy Custodian	400	
	Deputy Custodian	400	
	President	1,250	Trice, J.
	Member	1,000	Manlove
	Member	1,000	Sparks
	Member, Sub. (D)	400	Fleetwood
	Member, Sub. (R)	400	Cohee
<u>BOARD OF LICENSE COMMISSIONERS (4)</u>			
	Chairman	1,000	Mezick
	Chairman	1,000	Satterfield
	Member	900	Elrick
	Member, Sub.	350	Warfield

AUTHORIZED PERSONNEL LIST
 NON-MERIT SYSTEM EMPLOYEES
 Fiscal Year 1985
 Page Three

<u>OFFICE</u>	<u>POSITION</u>	<u>AUTHORIZED ANNUAL SALARY</u>	<u>INCUMBENT NAME</u>
<u>PUBLIC WORKS (8)</u>			
	Temporary Laborer	2,010	Urry
	Temporary Laborer	2,010	Adams
	Temporary Laborer	2,010	Callahan
	Temporary Laborer	2,010	Cross
	Temporary Laborer	2,010	McCullen
	Temporary Laborer	2,010	Miller
	Temporary Laborer	2,010	Hubbard
	Temporary Laborer	2,010	Vacant
 <u>RECREATION AND PARKS (69)</u>			
	4-H Custodian	2,500	Shomette
	Marina Attendant	(6 mos. @ \$225/mo.)	Dukes
	Recreation Instructor	(45 @ \$5.25/Hour)	
	Recreation Monitor	(10 @ \$4.50/Hour)	
	Recreation Aide	(12 @ \$3.50/Hour)	

EGR/tmm

Effective 7/1/84

HOURLY SCALE

STEP	GRADE														
	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
01	3.66	4.02	4.43	4.88	5.38	5.91	6.50	7.16	7.87	8.66	9.53	10.47	11.52	12.68	13.95
02	3.76	4.15	4.57	5.02	5.53	6.08	6.70	7.37	8.11	8.92	9.81	10.78	11.87	13.06	14.36
03	3.88	4.26	4.71	5.18	5.70	6.27	6.90	7.59	8.35	9.19	10.10	11.12	12.23	13.46	14.79
04	3.96	4.37	4.82	5.29	5.83	6.41	7.04	7.77	8.54	9.40	10.33	11.37	12.50	13.76	15.11
05	4.06	4.46	4.93	5.42	5.96	6.55	7.21	7.94	8.74	9.61	10.56	11.62	12.79	14.06	15.45
06	4.14	4.57	5.03	5.53	6.09	6.71	7.37	8.11	8.93	9.83	10.80	11.88	13.07	14.38	15.80
07	4.23	4.66	5.15	5.66	6.24	6.85	7.53	8.30	9.13	10.05	11.04	12.15	13.36	14.71	16.16
08	4.33	4.76	5.24	5.76	6.35	7.00	7.69	8.47	9.32	10.24	11.26	12.39	13.62	15.01	16.48
09	4.41	4.86	5.36	5.89	6.49	7.14	7.84	8.64	9.51	10.45	11.49	12.64	13.90	14.94	16.82
10	4.47	4.94	5.43	5.97	6.58	7.25	7.96	8.77	9.64	10.61	11.66	12.82	14.11	15.53	17.07
11	4.52	4.99	5.48	6.03	6.65	7.33	8.04	8.86	9.74	10.71	11.78	12.95	14.25	15.68	17.24
12	4.57	5.04	5.53	6.09	6.72	7.40	8.11	8.94	9.84	10.83	11.91	13.08	14.39	15.84	17.42
13	4.61	5.10	5.60	6.16	6.78	7.48	8.20	9.03	9.93	10.93	12.02	13.21	14.54	16.00	17.60
14	4.65	5.16	5.65	6.23	6.84	7.56	8.28	9.12	10.04	11.04	12.15	13.34	14.67	16.16	17.76
15	4.69	5.21	5.70	6.29	6.92	7.63	8.36	9.20	10.13	11.15	12.26	13.48	14.82	16.33	17.94
16	4.74	5.26	5.75	6.35	6.98	7.71	8.46	9.30	10.23	11.26	12.39	13.60	14.98	16.48	18.12
17	4.78	5.31	5.81	6.42	7.04	7.79	8.54	9.39	10.33	11.37	12.50	13.74	15.12	16.65	18.30
18	4.83	5.38	5.87	6.49	7.11	7.86	8.63	9.48	10.43	11.48	12.63	13.88	15.28	16.82	18.49
19	4.87	5.43	5.92	6.55	7.19	7.94	8.72	9.59	10.54	11.60	12.75	14.02	15.43	16.98	18.67
20	4.92	5.48	5.97	6.61	7.26	8.02	8.80	9.68	10.65	11.72	12.89	14.16	15.58	17.16	18.86
21	4.97	5.53	6.03	6.69	7.34	8.09	8.89	9.79	10.75	11.84	13.02	14.30	15.74	17.33	19.04
22	5.09	5.68	6.18	6.84	7.52	8.30	9.11	10.03	11.02	12.14	13.34	14.66	16.13	17.76	19.52

Effective 7/1/84

SALARY SCALE

Base Hourly Rate - 3.66
Annual Hours - 2080

STEP	GRADE														
	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
01	7614	8372	9215	10145	11184	12287	13520	14883	16375	18019	19815	21783	23968	26369	29003
02	7831	8631	9496	10448	11508	12655	13931	15337	16873	18560	20399	22432	24682	27170	29874
03	8069	8869	9799	10773	11854	13044	14342	15791	17370	19123	21005	23125	25439	27992	30761
04	8242	9085	10016	11011	12136	13325	14645	16159	17760	19555	21481	23644	26002	28619	31431
05	8436	9280	10254	11270	12395	13628	14991	16505	18171	19988	21956	24163	26607	29246	32145
06	8610	9496	10470	11508	12676	13953	15337	16873	18582	20442	22454	24704	27191	29917	32859
07	8804	9691	10708	11768	12979	14255	15662	17262	18993	20897	22973	25266	27797	30588	33616
08	8999	9907	10903	11984	13217	14558	15986	17608	19382	21308	23427	25764	28338	31215	34287
09	9172	10102	11140	12244	13498	14861	16311	17976	19772	21740	23903	26283	28922	31085	34979
10	9302	10275	11292	12417	13693	15078	16548	18236	20053	22065	24249	26672	29355	32297	35498
11	9410	10383	11400	12547	13823	15251	16722	18430	20269	22281	24509	26932	29636	32621	35866
12	9496	10492	11508	12676	13974	15402	16873	18604	20464	22519	24769	27213	29939	32946	36234
13	9583	10600	11638	12806	14104	15553	17046	18777	20659	22735	25007	27473	30242	33270	36601
14	9670	10729	11746	12958	14234	15726	17219	18971	20875	22973	25266	27754	30523	33616	36947
15	9756	10838	11854	13087	14385	15878	17392	19144	21070	23190	25504	28035	30826	33962	37315
16	9864	10946	11962	13217	14515	16029	17587	19339	21286	23427	25764	28295	31150	34287	37683
17	9951	11054	12092	13347	14645	16202	17760	19534	21481	23644	26002	28576	31453	34633	38072
18	10037	11184	12200	13498	14796	16354	17955	19728	21697	23882	26261	28879	31777	34979	38462
19	10124	11292	12309	13628	14948	16505	18128	19945	21913	24120	26521	29160	32102	35325	38829
20	10232	11400	12417	13758	15099	16678	18301	20139	22151	24379	26802	29463	32405	35693	39219
21	10340	11508	12547	13909	15272	16830	18495	20356	22367	24617	27083	29744	32729	36039	39608
22	10578	11811	12849	14234	15640	17262	18950	20853	22930	25245	27754	30501	33551	36947	40603

Larrimore asked when costs would be realized by the towns. Mr. Visintainer said no direct costs should be incurred by either the towns or the county; all costs should be covered through State grants and fees revenue, but he has no assurances. The Commissioners asked if this would also improve existing problems with stormwater draining. Betsey Krempasky stated that this ordinance applies only to new development and that there is a separate project designed to correct those problems already in existence. Mr. Dean called for public comment. No one present stated opposition. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners adopted and signed the ordinance as follows: (See Attachment A for body of ordinance.)

Enacted On: June 12, 1984

Effective Date: July 1, 1984

AN ACT concerning

CAROLINE COUNTY, MARYLAND
STORMWATER MANAGEMENT ORDINANCE

FOR the purpose of establishing a Stormwater Management Ordinance for Caroline County. To establish minimum criteria and procedures to control the adverse impacts associated with increased stormwater runoff and provide for submission and approval of stormwater management plans, exemptions and waivers, proper implementation of stormwater management measures in accordance with the approved plan, maintenance responsibility and requirement including periodic inspection, and penalties for noncompliance with the ordinance.

By enacting,

CAROLINE COUNTY STORMWATER MANAGEMENT ORDINANCE
ORDINANCE NUMBER 84-005

WHEREAS, Natural Resources Article , Subsection 8-11A-02 of the Annotated Code of Maryland requires the County Commissioners of Caroline County to adopt a Stormwater Management Ordinance and provide for its administration and enforcement.

WHEREAS, the County Commissioners of Caroline County have held a duly advertised public hearing.

NOW, THEREFORE, BE IT HEREBY ENACTED AND ORDAINED THIS 12th DAY OF JUNE 1984 That the Caroline County Stormwater Management Ordinance is hereby adopted and shall become effective on July 1, 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

A brief discussion was held pertaining to a letter received from Ed Pelosky, Denton town manager, who is concerned for residents at the northern end of Denton on Route 313 which he feels may be rezoned from Residential to Commercial once the bypass is completed. He states in his letter that this area may be annexed by the town in the future and offers his support in keeping it zoned as is. Mr. Visintainer said no action is needed at this time, but it may be a future concern.

Alan Visintainer requested that the Commissioners reinstate the position of Coastal Zone coordinator in the FY 1985 budget. He said notification has been received from the State that funds for this position have been reinstated as a result of the Chesapeake Bay initiative programs; and he feels this will be a long-term funding commitment. The Commissioners authorized Mr. Richards to make the appropriate adjustments to the proposed budget.

Mr. Richards informed the Commissioners that the Caroline County Public Library has received a grant approval for renovation to the Federalsburg branch. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized George Sands, library administrator, to seek Request for Proposal (RFP) from architects.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners, based on the recommendation of the county attorney, authorized Metal Systems, Inc. as sole beneficiary of a completion bond from Harper & Sons. The Commissioners were advised that the bond could not be obtained in the County's name since they are not a participant in the construction project.

The Commissioners signed Assessment Change Report numbers 17-27 from the State Department of Assessments and Taxation as presented by Treasurer Dorsey Wooters.

At 10:30 a.m., as authorized by Article 76A, Section 11(a)(13) and upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners adjourned the meeting into closed session to meet with Agnes Orban, Board of Social Services representative.

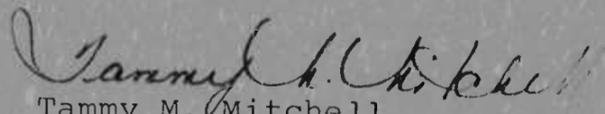
At 11:00 a.m., the meeting reconvened in open session.

Allan Gorsuch, acting superintendent of schools, informed the Commissioners that a Certification Statement of County education funding has to be submitted to the State in accordance with the Civiletti Bill. He said since the County is still in budget negotiations and can't certify the actual allocation prior to final adoption of the budget, therefore, exceeding the deadline, the Commissioners should send a letter to this effect. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners instructed Mr. Richards to send the State a letter expressing the Commissioners' intent to meet or exceed the required budget allocation for the Caroline County Board of Education.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed Attachment B to the Department of Agriculture Mosquito Control Agreement, approving the State allotment of \$9,000 for FY 1985 settlement. Charles Emerson said \$12,000 was the original request.

A brief discussion session was held pertaining to FY 1985 budget.

There being no further business, the meeting of the County Commissioners was adjourned.


Tammy M. Mitchell
Acting Clerk

June 12, 1984
Denton, Maryland

At 7:30 p.m., the County Commissioners of Caroline County held an advertised public hearing regarding the FY 1984-85 proposed budget and tax rate, the proposed expenditure of revenue sharing funds, and the proposed increase in the 911 emergency communications system fee.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the hearing in the absence of President Bell, who has been hospitalized.

Two information sheets "Revenue Estimates" and "Expenditure Estimates" were made available to all in attendance.

Commissioner LeGates read aloud the County's constant yield newspaper advertisement, which states the Commissioners' intention to increase the Caroline County real property tax rate to \$2.31 for FY 1984-85, an increase of 15¢ over the current year's rate. The FY 1984-85 constant yield rate, which will provide the same property tax revenue as was levied during the current year, is \$1.98.

Commissioner Dean asked if anyone would like to have further explanation of the constant yield rate. In response to a question from Jake Holmes, Administrator Richards provided additional explanation. He said that since the constant yield rate computation includes new assessments, the rate decreases to the same extent that growth increases, which in Caroline has been about six percent (6%) annually. The inflation rate, however, has consistently and by considerable margin exceeded the growth rate. The County has maintained the \$2.16 tax rate for four years.

Commissioner Dean said that some counties are fiscally able to adhere to their constant yield rate, but Caroline is not, because of a low assessable base. One cent on the tax rate in Caroline yields \$18,000. by contrast, the same amount in Worcester County yields \$100,000.

Commissioner Dean called for public comment on the proposed tax rate, and on \$379,000 in general revenue sharing funds, which are proposed for application to the general fund budget to reduce the tax rate. None was received.

The next item of discussion was the additional monthly ten-cent fee proposed for imposition in 1984 to maintain the Caroline County 911 emergency communications system. The local fee is presently twenty cents and is applied to all current telephone bills in the county.

In response to a question regarding increase in service from Mr. Holmes, Administrator Richards explained that the increase is already in place in the form of the new 911 system which went into effect last year, and a recent reorganization and increase in staff which has improved the calibre of the operation. The system handles twenty-four-hour routing, answering, and dispatching of all emergency calls. The County relies on volunteer fire and ambulance crews to answer the calls. A very heavy demand is placed on these volunteers, Administrator Richards said. Caroline was one of the first counties on the Shore to have the 911 system, Commissioner Dean added.

Commissioner Dean called for comments on the proposed budget.

In response to a question from Leonard Milleman regarding the effects of new construction, Administrator Richards said Caroline experienced the highest level of new construction in the mid 1970's, which increased the real property tax base, brought in substantial wage-earners, and increased some State revenue (education). Revenue generated by the newcomers exceeded demand for services. Shortly thereafter, the interest rates shot up, and construction sharply decreased. The lack of new revenue over a period of years combined with an unrelenting inflation rate has created the need for a tax increase. Caroline has benefitted considerably in the past by new resident construction, and would be in a better position financially if construction again increased, he said.

In response to further questions from Mr. Holmes, Administrator Richards explained that there are two salary categories. A large part of the County budget is allocated to County-related outside agencies, such as the Board of Education, which exercise their own control over salaries. Internal departments are represented by a Personnel Review Board, which every year makes a recommendation to the Commissioners regarding cost-of-living increases. This year the Board has recommended a four-percent cost-of-living adjustment. The Commissioners did not grant an increase at all last year. Regarding dog control, Administrator Richards has recommended employment of a second dog warden to help respond to a mounting backlog of requests for service. Two dog wardens were previously employed. Although the County handles most of the Town calls, the Towns have the option of responding directly, he said.

Regarding county roads, Talbot and Caroline counties cannot be compared at this point. Up until this year, Talbot's road services were provided by the State, but due to a proposed overhead fee of fifty percent, Talbot decided to fund a program of their own. Caroline's overhead costs are approximately seventeen percent. Caroline schools are usually accessible after a snowstorm sooner than those of surrounding jurisdictions, he said. Charles Emerson, director of public works, illustrating the cost of materials, said a recent rainstorm cost the County \$4,500 in washout repair in the southern end of the county alone.

Commissioner Dean called for further comments.

There being none, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, officially set the Caroline County real property tax rate for Fy 1984-85 at \$2.31 per \$100 of assessed valuation. Commissioner LeGates stated that Commissioner Bell was in full agreement with the \$2.31 rate.

There being no further business, the hearing was then adjourned.

Leigh Sands
Leigh Sands
Clerk

June 19, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of June 12, 1984, and of budget hearings of May 24 and June 12, 1984 were approved. Vouchers 22961-23038 were approved for payment. Net payroll checks 14254-14422 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$2,000 - St. Michaels Hardware and Gift Shop - one 40-foot flagpole and installation at Choptank (for 350 celebration).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$800 - John Moll Studio - Etching of Courthouses (5) for 350 celebration.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$584.60 - American Flagpole - one 25-foot flagpole to be located at County Roads (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell was authorized to sign a modification of the Upper Shore Private Industry Council Title III Displaced Workers grant for submission to the State for FY1984-85 bunding.

Paul Wise, economic development administrator, presented "Addendum to Amendment of Lease" between the County Commissioners and Mayor and Council of Federalsburg (lessor) and United Leasing (lessee). The addendum deletes existing paragraph e and substitutes a new paragraph that states, among other things,

that the builders selected by lessee shall obtain a payment and performance bond which names the lessee as the insured party. Mr. Wise explained that it was discovered the lessors cannot be named as insureds in the bond, which discovery necessitated execution of an addendum. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed the Addendum.

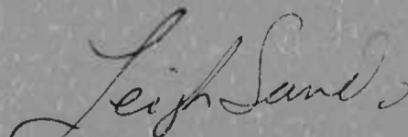
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed a certification of the 1984 tax roll for C.G.R. Public Drainage Association.

Vice President Dean signed the required notification to the State Department of Assessments and Taxation regarding the Commissioners' intent to exceed the constant yield tax rate.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners instructed their clerk to set up an appointment with the Community Housing Resources Board of Caroline County regarding their recent letter.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners appointed Melvin Holmes, Ridgely, to fill the unexpired term of Constance Ricketts on the Board of Social Services. His term will expire June 30, 1985.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

June 26, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of June 29, 1984 were approved. Vouchers 23040-23138 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$5,000 - Memorial Hospital, Easton - third payment of building fund pledge.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$256.88 - Southern State Cooperative, Inc. - canvas tarps for little league dugouts at Denton Elementary (reimbursable through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized payment to Peoples Bank of Maryland - budget account 24.112, interest on short term loans, over-expended \$9,842.60.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners abated the 1984-85 real property taxes on the Greensboro Cemetery Association, Inc., as requested by John Boulais, as has been done in years previous.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners certified to the county treasurer the 1984 tax roll of the Cook Banning Public Drainage Association.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean signed purchase order #5380 to Mills Middleton, Centreville, in the amount of \$10,000 as final payment on one Northwest Model 25 used crane - 1961 S/N 18019.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean signed purchase order #5381 to Chesapeake Supply & Equipment Company, Savage, Maryland, in the amount of \$2,500 as final payment on one LeRoe used air compressor model Q125-S/N 2027X22.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners appointed James L. Gallagher, Preston, to the Board of Social Services for a three-year term effective July 1, 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners instructed their clerk to notify the State, in response to their inquiry, that the Maryland Veterans Cemetery Eastern Shore in Hurlock may be suitable for a Vietnam War Memorial the State plans to erect.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized Mr. Richards to contact the first person on the 911 communications clerk candidates list regarding availability to fill a recently vacated communications position.

The Commissioners reviewed a resolution prepared by Douglas Everngam, attorney and member of the Board of Directors of the Mid-Shore Council on Family Violence, Inc., regarding increase in the marriage license fee to provide funds for spousal abuse programs. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners adopted the resolution as presented.

RESOLUTION 84-011

WHEREAS, The General Assembly amended Article 62, Section 14, Annotated Code of Maryland to permit counties to set an additional marriage fee of up to \$15 per license to fund domestic violence programs.

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, as follows:

- 1) The Clerk of the Circuit Court shall charge an additional fee of Fifteen Dollars (\$15) to applicants for marriage licenses, which fee shall be used to fund a local program to deal with domestic violence.
- 2) The Clerk shall disburse the additional fee collected on a monthly basis to the County Administrator for payment to the Mid-Shore Council on Family Violence, Inc. The County Administrator shall disburse accrued funds on a quarterly basis; provided however, that the Mid-Shore Council on Family Violence, Inc. shall not use said funds to provide assistance to adult victims of violence who are unmarried, and the Mid-Shore Council on Family Violence, Inc. shall report to the County Commissioners of Caroline County at each annual budget session the economic details relating to its programs, and the use of the funds made available as a result of this ordinance.
- 3) If the Mid-Shore Council on Family Violence, Inc. should cease to exist, or fail to expend its funds as required hereby, the County Administrator shall hold all accrued funds until the County Commissioners of Caroline County, Maryland approve a successor organization to administer domestic violence programs.
- 4) This bill shall take effect on July 1, 1984.
Adopted this 26th day of June, 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Enacted On: June 12, 1984

Effective Date: July 1, 1984

AN ACT concerning

CAROLINE COUNTY, MARYLAND
STORMWATER MANAGEMENT ORDINANCE

FOR the purpose of establishing a Stormwater Management Ordinance for Caroline County. To establish minimum criteria and procedures to control the adverse impacts associated with increased stormwater runoff and provide for submission and approval of stormwater management plans, exemptions and waivers, proper implementation of stormwater management measures in accordance with the approved plan, maintenance responsibility and requirements including periodic inspection, and penalties for noncompliance with the ordinance.

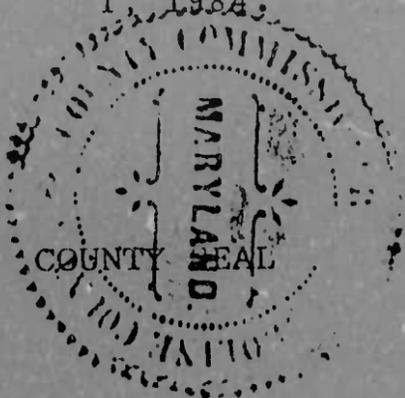
By enacting,

CAROLINE COUNTY STORMWATER MANAGEMENT ORDINANCE
ORDINANCE NUMBER 84-005

WHEREAS, Natural Resources Article, Subsection 8-11A-02, of the Annotated Code of Maryland requires the County Commissioners of Caroline County to adopt a Stormwater Management Ordinance and provide for its administration and enforcement.

WHEREAS, the County Commissioners of Caroline County have held a duly advertised public hearing

NOW, THEREFORE, BE IT HEREBY ENACTED AND ORDAINED THIS 12th DAY OF JUNE 1984 THAT the Caroline County Stormwater Management Ordinance is hereby adopted and shall become effective on July 1, 1984.



COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

(ABSENT)

Earl R. Bell, President

Charles T. Dean, Sr.
Charles T. Dean, Sr.

John S. Legates
John S. Legates

ATTEST:

Leigh Sands
Leigh Sands, Clerk

STATE OF MARYLAND
CAROLINE COUNTY) SS

FILED FOR RECORD

At 11:35 o'clock

On 6-13-1984 AND
DULY RECORDED IN LIBER F-1111

NO. 21 FOLIO 468 ONE OF THE
BOOKS FOR THE COUNTY AFORESAID

F. P. McNamee CLERK

ARTICLE 12

SEVERABILITY

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance, it being the intent of the County Commissioners of Caroline County that this ordinance shall stand, notwithstanding the invalidity of any section, subsection, sentence, clause, phrase, or portion hereof.

ARTICLE 13

PENALTIES

Any person convicted of violating the provisions of this Ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine of not more than Five Thousand Dollars (\$5,000.00) or imprisonment not exceeding one year or both for each and every violation with costs imposed in the discretion of the court. Each day that the violation continues shall be a separate offense. In addition thereof, the County Commissioners of Caroline County may institute injunctive, mandamus or other appropriate action or proceedings at law or equity for the enforcement of this Ordinance or to correct violations of this Ordinance, and any court of competent jurisdiction shall have the right to issue restraining orders, temporary or permanent, injunctions or mandamus or other appropriate forms of remedy or relief.

ARTICLE 14

EFFECTIVE DATE

And be it further enacted, that this Ordinance shall take effect on July 1, 1984.

SECTION 9-2. Maintenance Responsibility.

9-2.01 The owner of the property on which work has been done pursuant to this Ordinance for private stormwater management facilities, or any other person or agent in control of such property, shall maintain in good condition and promptly repair and restore all grade surfaces, walls, drains, dams and structures, vegetation, erosion and sediment control measures, and other protective devices. Such repairs or restorations, and maintenance shall be in accordance with approved plans.

9-2.02 A maintenance schedule shall be developed for the life of any stormwater management facility and shall state the maintenance to be completed, the time period for completion, and who shall perform the maintenance. This maintenance schedule shall be printed on the stormwater management plan.

ARTICLE 10

LIABILITY

Neither the issuance of a permit under the provisions of this Ordinance, nor the compliance with the provisions hereto or with any condition imposed by the approving authority shall relieve any person from any responsibility for damage to persons or property (including public utilities or services) otherwise imposed by law, nor impose any liability upon the County for damages to persons or property. Caroline County shall not be responsible for damage to downstream properties for failure of any work done pursuant to this Ordinance.

ARTICLE 11

APPEALS

Any person aggrieved by the action of any official charged with the enforcement of this Ordinance, as the result of the disapproval of a properly filed application for a permit, issuance of a written notice of violation, or an alleged failure to properly enforce the Ordinance in regard to a specific application, shall have the right to appeal the action to the Circuit Court. The appeal shall be filed in writing within thirty (30) days of the date of official transmittal of the final decision or determination to the applicant, shall state clearly the grounds on which the appeal is based, and shall be processed in the manner prescribed.

ARTICLE 9

MAINTENANCESECTION 9-1. Maintenance Agreement.

- 9-1.01 Prior to the issuance of any building permit for which stormwater management is required, the approving authority shall require the applicant or owner to execute an inspection and maintenance agreement binding on all subsequent owners of land served by the private stormwater management facility. Such agreement shall provide for access to the facility at reasonable times for regular inspection by the approving authority or its authorized representative and for regular or special assessments of property owners to ensure that the facility is maintained in proper working condition to meet design standards and any provisions established.
- 9-1.02 The agreement shall be recorded by the applicant and/or owner in the land records of the County.
- 9-1.03 The agreement shall also provide that, if after notice by the approving authority to correct a violation requiring maintenance work and satisfactory corrections are not made by the owner(s) within a reasonable period of time (thirty days maximum), the approving authority may perform or contract to perform all necessary work to place the facility in proper working condition. The owner(s) of the facility shall be assessed the cost of the work and any penalties which shall constitute a lien on the real property. The lien may be placed on the real estate tax bill and collected as ordinary taxes by the County.
- 9-1.04 In the event of an immediate danger to the public health, welfare or safety, notice by the approving authority shall be given to the person responsible by the most expeditious means and the hazard shall be eliminated immediately. In the event that that the person responsible fails to take corrective action, the approving authority shall perform or contract to perform all necessary work. The owner(s) of the facility shall be assessed the cost of the work and any penalties which shall constitute a lien on the real property. The lien may be placed on the real estate tax bill and collected as ordinary taxes by the County.

SECTION 8-4. Inspection for Preventive Maintenance.

- 8-4.01 Preventive maintenance shall be ensured through inspection of all infiltration systems, retention, or detention structures by the approving authority. The inspection shall occur at least once during the first year of operation and least once every three (3) years thereafter.
- 8-4.02 Inspection reports shall be maintained by the approving authority on all retention and detention structures and shall include the following:
- (A) The date of inspection;
 - (B) Name of inspector;
 - (C) The condition of:
 - (1) Vegetation
 - (2) Fences;
 - (3) Spillways;
 - (4) Embankments;
 - (5) Reservoir area;
 - (6) Outlet channels;
 - (7) Underground drainage;
 - (8) Sediment load; or
 - (9) Any other item that could affect the proper function of the stormwater management system.
 - (D) Description of needed maintenance.
- 8-4.03 If, after an inspection by the approving authority, the condition of a stormwater management facility presents an immediate danger to the public health or safety, because of an unsafe condition or improper maintenance, the approving agency shall take such action as may be necessary to protect the public and make the facility safe. Any cost incurred by the County shall be assessed against the owner(s), as provided in Subsection 9-1.03.

- 8-2.05 Retention and detention structures at the following stages:
- (A) Upon completion of excavation to sub-foundation and where required, installation of structural supports or reinforcement for structures, including but not limited to:
 - (1) Core trenches for structural embankments;
 - (2) Inlet-outlet structures and anti-seep structures, watertight connectors on pipes; and
 - (3) Trenches for enclosed storm drainage facilities.
 - (B) During placement of structural fill, concrete and installation of piping and catch basins;
 - (C) During backfill of foundations and trenches;
 - (D) During embankment construction; and
 - (E) Upon completion of final grading and establishment of permanent stabilization.

SECTION 8-3. Final Inspection Reports.

- 8-3.01 It is the developer's responsibility to have a registered professional engineer licensed in Maryland to perform the inspections required in Section 8-2. In addition, the developer and the engineer shall provide "As-Built" certification that the facility has been constructed as shown on the "As-Built" plans and meets approved plans and specifications.
- 8-3.02 A final inspection shall be conducted by the approving authority upon completion of the stormwater management facility to determine if the completed work is constructed in accordance with the approved plan and this Ordinance. The developer will receive written notification of the results of the final inspection. The approving authority shall maintain a permanent file of inspection reports.
- 8-3.03 The approving authority shall submit notice of construction completion to the Maryland Water Resources Administration on a form supplied by the Maryland Water Resources Administration for each stormwater management practice within forty-five (45) days of construction completion. If detention or retention ponds are constructed, notice of construction completion shall also be submitted to the Caroline County Soil Conservation District.

- 8-1.03 Any portion of the work which does not comply with the approved plan will be promptly corrected by the developer, after written notice from the approving authority. The notice shall set forth the nature of corrections required and the time within which corrections will be made.
- 8-1.04 The developer shall notify the approving authority before commencing any work in conjunction with the stormwater management plan and upon completion of the project when a final inspection will be conducted.

SECTION 8-2. Inspection Requirements During Construction.

After commencing initial site operations, regular inspections shall be made at the following specified stages of construction:

- 8-2.01 Infiltration systems at the commencement, during, and upon completion of construction.
- 8-2.02 Porous paving infiltration systems at the following stages so as to ensure proper placement and allow for infiltration into the subgrade:
- (A) Upon completion of stripping, stockpiling, the construction of temporary sediment control and drainage facilities.
 - (B) Upon completion of subgrade section;
 - (C) Upon completion of reservoir base course;
 - (D) Upon completion of the top crushed stone course; and
 - (E) Throughout the placement of the porous asphaltic concrete surface course to ensure proper laying temperatures and compaction.
- 8-2.03 Flow attenuation devices, such as open vegetated swales upon completion of construction.
- 8-2.04 Adequate channels at the following stages:
- (A) Layout of adequate channel or channels;
 - (B) During construction;
 - (C) During final stabilization;
 - (D) Upon completion of final grading and permanent stabilization.

ARTICLE 7

PERFORMANCE BONDSECTION 7-1.

The County Commissioners of Caroline County shall require from the developer a surety or cash bond, irrevocable letter of credit, or other means of security acceptable to the County Commissioners of Caroline County prior to the issuance of any building and/or grading permit for construction of a development requiring a public stormwater management facility. The amount of the security shall not be less than the total estimated construction cost of the stormwater management facility. The bond so required in this section shall include provisions relative to forfeiture or failure to complete work specified in the approved stormwater management plan, compliance with all the provision of this Ordinance and other applicable laws and regulations, and any time limitations.

SECTION 7-2.

The bond shall not be fully released without a final inspection of completed work by the approving authority, submission of "As-Built" plans, and certification of completion by the approving authority of the stormwater management facility as being in compliance with the approved plan and the provisions of this Ordinance. A provision may be made for partial release of the amount of the bond pro-rata upon completion and acceptance of the various stages of development as specifically delineated, described, and scheduled on the required plans and specifications. The developer shall notify the approving authority upon completion of each stage that is ready for inspection.

ARTICLE 8

INSPECTIONSECTION 8-1. Inspection Schedule and Reports.

- 8-1.01 Prior to approval of a stormwater management plan, the developer will submit to the approving authority a proposed inspection and construction control schedule. Periodic inspections shall be conducted during construction of stormwater management systems to ensure compliance with the approved plans.
- 8-1.02 The approving authority and the developer shall be furnished with the results of the inspection reports as soon as possible after completion of each required inspection.

SECTION 6-2. Permit Fee.

A non-refundable permit fee will be collected at the time the stormwater management plan or application for waiver is submitted. The permit fee will provide for the cost of plan review, administration and management of the permitting process, and inspection of all projects subject to this Ordinance. A permit fee schedule shall be established by the County Commissioners of Caroline County based upon the relative complexity of the project and may be amended from time to time by resolution.

SECTION 6-3. Permit Suspension and Revocation.

Any grading or building permit issued by the approving authority may be suspended or revoked after written notice is given to the permittee for any of the following reasons:

- 6-3.01 Any violation(s) of the conditions of the stormwater management plan approval.
- 6-3.02 Changes in site runoff characteristics upon which a waiver was granted.
- 6-3.03 Construction is not in accordance with the approved plans.
- 6-3.04 Noncompliance with correction notice(s) or stop work order(s) issued for the construction of the stormwater management facility.
- 6-3.05 An immediate danger exists in a downstream area in the opinion of the approving authority.

SECTION 6-4. Permit Conditions.

In granting the plan approval, the approving authority may impose such conditions thereto as may be deemed necessary to ensure compliance with the provisions of this Ordinance, the protection of the environment and the preservation of the public health and safety.

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5-2.06 Schedules:

(A) Timing schedules and sequence of development clearing, including stripping, rough grading, construction, final grading, and vegetative stabilization.

(B) Maintenance schedule.

5-2.07 Other information as required.

SECTION 5-3. Modification of Plans.

Major modifications of an approved stormwater management plans shall be submitted to the approving authority and reprocessed in the same manner as the original plan. Field modification of a minor nature may be authorized by the approving authority provided that written authorization is given to the person performing work pursuant to this Ordinance.

SECTION 5-4. Conformance With Other Plans.

Stormwater management and development plans shall be consistent with adopted and approved watershed management plans or flood management plans as approved by the Maryland Water Resources Administration in accordance with the Flood Hazard Management Act of 1976.

ARTICLE 6

PERMITSSECTION 6-1. Permit Requirement.

A grading or building permit may not be issued for any parcel or lot unless a stormwater management plan has been approved or waived by the approving authority as meeting all the requirements of this Ordinance. Where appropriate, a building permit may not be issued without:

6-1.01 Recorded easements for the stormwater management facility and easements to provide adequate access for inspection and maintenance from a public right-of-way.

6-1.02 A recorded stormwater management maintenance agreement; and

6-1.03 Performance Bond, if required.

- 5-2.01 Vicinity map.
- 5-2.02 Drainage area map showing the watershed boundaries, drainage area, and stormwater flow paths. External drainage areas may be determined from the U.S.G.S topographic maps or the Caroline County Soil Survey.
- 5-2.03 Site characteristics:
- (A) Topographic survey showing existing and proposed contours, including area necessary to determine downstream analysis for proposed stormwater management facility. The topography shall be referenced to U.S.G.S. datum at two (2) foot minimum contours.
 - (B) Soils investigation including borings for construction of small ponds and infiltration practices.
 - (C) Description of all watercourses, impoundments, and tidal wetlands on or adjacent to the site or in to which stormwater flows.
 - (D) Delineation of 100-year floodplains, as determined by the elevations in the Caroline County Flood Insurance Study or as shown on the Caroline County Flood Insurance Rate Maps.
 - (E) Structure classification (SCS Pond Standard 378).
- 5-2.04 Computations:
- (A) Hydrology;
 - (B) Hydraulic; and
 - (C) Structural
- 5-2.05 Site Improvements:
- (A) Proposed improvements including location of buildings or other structures, impervious surfaces, and storm drainage facilities, if applicable.
 - (B) Location of utilities.
 - (C) Structural details for all components of the proposed drainage systems and stormwater management facilities.
 - (D) Notes on drawings specifying materials to be used.
 - (E) Location of easements.

ARTICLE 5

STORMWATER MANAGEMENT PLANSSECTION 5-1. Review and Approval of Stormwater Management Plans.

5-1.01 A stormwater management plan or an application for a waiver shall be submitted to the approving authority by the developer for review and approval for any proposed development, unless otherwise exempted. Seven copies of the stormwater management plan shall be submitted to the approving authority and shall contain supporting computations, drawings, and sufficient information describing the manner, location, and type of measures in which stormwater runoff will be managed from the entire development. The approving authority shall review the plan to determine compliance with the requirements of this Ordinance prior to approval. The approving authority shall distribute copies of the plans to all appropriate agencies and departments and all stormwater management plans shall be submitted for technical review to the Caroline County Soil Conservation District. The plan shall serve as the basis for all subsequent construction.

5-1.02 Notification of approval or reasons for the disapproval or modification shall be given to the applicant within thirty (30) days after submission of the completed stormwater plan. If a decision is not made within thirty (30) days the applicant shall be informed of the status of the review process and the anticipated completion date. The stormwater management plan shall not be considered approved without the inclusion of the signature and date of signature of the approving authority on the plan.

SECTION 5-2. Contents of the Stormwater Management Plan.

The developer is responsible for submitting a stormwater management plan which meets the design requirements provided by this Ordinance. The plan shall be prepared by a registered professional engineer and shall include sufficient information to evaluate the environmental characteristics of the affected areas, the potential impacts of the proposed development on water resources, and the effectiveness and acceptability of measures proposed for managing stormwater runoff. The developer or builder shall certify on the drawings that all clearing, grading, drainage, construction, and development shall be conducted in strict accordance with the plan. The minimum information submitted for support of a stormwater management plan shall be as follows:

- 4-3.08 Where a stormwater management plan involves direction of some or all runoff off of the site, it shall be the responsibility of the developer to obtain from adjacent property owners any easements or other necessary property interests concerning flowage of water. Approval of a stormwater management plan does not create or affect any such rights.
- 4-3.09 The basic design criteria, methodologies, and construction specifications, subject to the approval of the approving authority and the Water Resources Administration, shall be those of the Soil Conservation Service, generally found in the most current edition of the following publications or subsequent revisions:
- (A) "Urban Hydrology for Small Watersheds", Technical Release No. 55, January, 1975.
 - (B) "Storm Water Management Pond Design Manual", Maryland Association of Soil Conservation Districts, June, 1975.
 - (C) "Soil Conservation Service Engineering Field Manual", latest edition, as applicable.
 - (D) "Soil Conservation Service Standard and Specification for Ponds", Specification No. 378, July, 1981.

(C) The designed release rate of the structure shall be modified if any increase in flooding or stream channel erosion would result at the downstream dam, highway, structure, or natural point of restricted streamflow. The release rate of the structure shall:

- (1) Be reduced to a level that will prevent any increase in flooding or stream channel erosion at the downstream control point;
- (2) Be not less than 1-year pre-development peak discharge rate; and
- (3) Meet the requirements established in Section 4-1.

(D) Small pond approval shall be obtained from the Soil Conservation District or the Water Resources Administration pursuant to Natural Resources Article Sub-section 8-803(b).

4-3.04 Off-site structures to be considered:

- (A) Shall have a contributory drainage area not in excess of four hundred (400) acres unless, on a case by case basis, a larger drainage area is approved by the Water Resources Administration;
- (B) Shall provide for a permanent pool of water or provide for 24-hour detention period for the detaining and releasing the volume of runoff from a 1-year frequency storm; and
- (C) Shall manage the increase in peak discharge(s) for the 2-year frequency storm event(s) through stormwater management practices that control the volume, timing and rate of flows.

4.3.05 The pre-development peak discharge rate shall be computed assuming that all land uses in the site to be developed are in good hydrologic condition.

4-3.06 The developer shall give consideration to incorporating the use of natural topography and land cover such as tidal wetlands, ponds, natural swales, and depressions as they exist prior to development to the degree that they can accommodate the additional flow of water.

4-3.07 The approving authority shall give preference to the use of swales in place of the traditional use of curbs and gutters based on a case by case review of stormwater management plans.

channel improvements and detention or other measures deemed satisfactory to protect the channel(s). If a channel improvement option is chosen, the applicant must obtain necessary easements and comply with applicable regulations regarding channel modification. Channel improvements must extend downstream until an adequate channel section is reached or until a point is reached where the development site drainage area is less than 1% of the total drainage area at the point of consideration.

- (D) Water quality shall be addressed when using the adequate channel method of stormwater management. Standards and Specifications for Infiltration Practices published by the Maryland Department of Natural Resources dated February, 1984 shall be used as a guide for water quality practices. Methods shall include filtering mechanisms, water control structures, and sediment traps. Ease of maintenance should be incorporated.

4-3.03 Retention and detention ponds shall be designed and constructed in accordance with the criteria of the Soil Conservation Service and shall include the following items:

- (A) Velocity dissipation devices shall be placed at the outfall of all detention or retention structures and along the length of any outfall channel as necessary to provide a non-erosive velocity of flow from the structure to a water course.
- (B) When deemed necessary by the approving authority, the developer shall submit to the approving authority an analysis of the impacts of stormwater flows downstream in the watershed. The analysis shall include hydrologic and hydraulic calculations necessary to determine the impact of hydrograph timing modifications of the proposed development upon a dam, highway, structure, or natural point of restricted streamflow, established with the concurrence of the approving authority, downstream of a tributary of the following size:
- (1) The first downstream tributary whose drainage area equals or exceeds the contributing area to the pond; or
 - (2) The first downstream tributary whose peak discharge exceeds the largest designed release rate of the pond.

SECTION 4-3. Specific Design Criteria.

4-3.01 Infiltration systems shall be designed in accordance with standards and specifications that are developed or approved by the Water Resources Administration and shall meet the following requirements:

- (A) Infiltration systems greater than three (3) feet deep shall be located at least ten (10) feet from basement walls;
- (B) Infiltration systems designed to handle runoff from commercial or industrial impervious parking areas shall be a minimum of one hundred (100) feet from any water supply well;
- (C) Infiltration systems may not receive runoff until the entire contributory drainage area to the infiltration system has received final stabilization; and
- (D) The stormwater management facility design shall provide an overflow system with measures to provide a non-erosive velocity of flow along its length and at the outfall.

4-3.02 Adequate channels criteria shall apply as follows:

- (A) Concentrated stormwater runoff leaving a development site must be discharged directly into a well-defined, natural or man-made off-site receiving channel or pipe. If there is no well-defined off-site receiving channel or pipe, one must be constructed to convey stormwater to the nearest adequate channel as defined in Section 2-1. Newly constructed channels shall be designed as adequate channels. Runoff rate and channel adequacy must be verified with engineering calculations in accordance with the procedures outlined in the Soil Conservation Service Standards and Specifications or other methods acceptable to the approving authority.
- (B) The applicant must show that wherever concentrated stormwater will be discharged from the site (i.e., pipe or channel outlets) there is a definite off-site channel or pipe to receive the flow and carry it into the natural drainage system.
- (C) If the receiving channel is found to be inadequate, the applicant must incorporate measures to either improve the receiving channel to an adequate condition, or utilize other measures stated in Section 4-2. The approving authority may also approve a combination of

ARTICLE 4

STORMWATER MANAGEMENT CRITERIASECTION 4-1. Minimum Control Requirements.

The minimum stormwater control requirements shall require that all developments provide management measures necessary to maintain the post-development peak discharge for a 24-hour, 2-year frequency storm event at a level that is equal to or less than the 24-hour, 2-year pre-development peak discharge rate, through stormwater management practices that control the volume, timing, and rate of flows. Where runoff is discharged into an off-site stormwater management facility, the control requirements and procedures shall be in accordance with subsection 4-3.03.

SECTION 4-2. Stormwater Management Measures.

4-2.01 Stormwater management measures shall be required to satisfy the minimum control requirements. The stormwater management practices to be utilized in developing a stormwater management plan shall be according to the following order of preference:

- (A) Infiltration of runoff on-site;
- (B) Flow attenuation by use of open vegetated swales and natural depressions;
- (C) Stormwater discharged through adequate channel(s);
- (D) Stormwater retention structures; and
- (E) Stormwater detention structures.

4-2.02 Infiltration practices shall be utilized to reduce volume increases to the extent possible as determined in accordance with infiltration standards and specifications established by the Water Resources Administration. A combination of successive practices may be used to achieve the applicable minimum control requirements. Justification shall be provided by the person developing land for rejecting each practice based on site conditions.

- 3-2.08 Land development activities which the Water Resources Administration determines will be regulated under specific State laws which provide for managing stormwater runoff; and
- 3-2.09 All projects that have begun the review and approval process but will not receive building and grading permits prior to the effective date of this Ordinance.

SECTION 3-3. Waivers.

The approving authority may grant a waiver of the stormwater management requirements for individual developments provided that a written request is submitted by the applicant containing descriptions, drawings, and any other information that is necessary to evaluate the proposed development. A separate written waiver request shall be required in accordance with the provisions of this section if there are subsequent additions, extensions, or modifications to a development receiving a waiver. Eligibility for a waiver shall be determined if the applicant can conclusively demonstrate that:

- 3-3.01 The proposed development will not generate more than a 10 percent increase in the 2-year pre-development peak discharge rate and will not cause an adverse impact on the receiving wetland, watercourse, or waterbody; or,
- 3-3.02 A site is surrounded by existing developed areas which are served by an existing network of storm drainage systems of adequate capacity to accommodate the runoff from the additional development;
- 3-3.03 Provisions to control direct outfall to tidewater are provided when the first inch of rainfall is managed according to infiltration standards and specifications promulgated by the Water Resources Administration; or
- 3-3.04 On-site stormwater management is not feasible due to property restrictions such as size and/or topography.

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SECTION 3-4. Variances.

The approving authority may grant a written variance from any requirement of Article 4 Stormwater Management Criteria of this Ordinance, if there are exceptional circumstances applicable to the site such that strict adherence to the provisions of this Ordinance will result in unnecessary hardship and not fulfill the intent of the Ordinance. A written request for variance shall be provided to the approving authority and shall state the specific variances sought and reasons for their granting. The approving authority shall not grant a variance unless and until sufficient specific reasons justifying the variance are provided by the person developing land.

2-1.31 "Watercourse" means any natural or artificial stream, river, creek, ditch, channel, canal, conduit, culvert, drain, waterway, gully, ravine or wash, in and including any area adjacent thereto which is subject to inundation by reason of overflow or flood water.

2-1.32 "Watershed" means the total drainage area contributing runoff to a single point.

ARTICLE 3

APPLICABILITY

SECTION 3-1. Scope.

No person shall develop any land for residential, commercial, industrial, or institutional uses without having provided for appropriate stormwater management measures that control or manage runoff from such developments, except as provided within this section.

SECTION 3-2. Exemptions.

The following development activities are exempt from the provisions of this Ordinance and the requirements of providing stormwater management:

- 3-2.01 Agricultural land management activities;
- 3-2.02 Any agricultural buildings more than one-hundred (100) feet from a watercourse or public drainage association channel or ditch;
- 3-2.03 Additions or modifications to existing single family detached residential structures;
- 3-2.04 The construction of single-family dwellings on lots recorded prior to the effective date of this ordinance;
- 3-2.05 All applications for subdivisions creating four or fewer new building lots;
- 3-2.06 Construction of any structure on a lot in a development for which a stormwater management plan has been approved for the entire development or the portion in which the structure is located;
- 3-2.07 Developments that do not disturb over 5,000 square feet of land area;

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- 2-1.21 "Porous paving" means an open graded asphaltic or reticular concrete or other material which allows water to pass through it.
- 2-1.22 "Retention structure" means a permanent structure that provides for the storage of runoff by means of a permanent pool of water.
- 2-1.23 "Sediment" means soils or other surficial materials transported or deposited by the action of wind, water, ice, or gravity as a product of erosion.
- 2-1.24 "Site" means any tract, lot or parcel of land or combination of tracts, lots, or parcels of land which are in one ownership, or are contiguous and in diverse ownership where development is to be performed as part of a unit, subdivision, or project.
- 2-1.25 "Stabilization" means the prevention of soil movement by any of various vegetative and/or structural means.
- 2-1.26 "Stormwater management" means:
- (A) for quantitative control, a system of vegetative and structural measures that control the increased volume and rate of surface runoff caused by man-made changes to the land; and
 - (B) for qualitative control, a system of vegetative, structural, and other measures that reduce or eliminate pollutants that might otherwise be carried by surface runoff.
- 2-1.27 "Stormwater Management Plan" means a set of drawings or other documents submitted by a person as a prerequisite to obtaining a stormwater management approval, which contain all of the information and specifications pertaining to stormwater management.
- 2-1.28 "Stripping" means any activity which removes the vegetative surface cover including tree removal, clearing, grubbing and storage or removal of topsoil.
- 2-1.29 "Variance" means the modification of the minimum stormwater management requirements for specific circumstances such that strict adherence of the requirements would result in unnecessary hardship and not fulfill the intent of the Ordinance.
- 2-1.30 "Waiver" means the relinquishment from stormwater management requirements by the approving authority for a specific development on a case by case review basis.

- 2-1.08 "Detention Structure" means a permanent structure for the temporary storage of runoff which is designed so as not to create a permanent pool of water.
- 2-1.09 "Develop Land" means to change the runoff characteristics of a parcel of land in conjunction with residential, commercial, industrial, or institutional construction or alteration.
- 2-1.10 "Drainage Area" means that area contributing runoff to a single point measured in a horizontal plane, which is enclosed by a ridge line.
- 2-1.11 "Easement" means a grant or reservation by the owner of land for the use of such land by others for a specific purpose or purposes, and which must be included in the conveyance of land affected by such easement.
- 2-1.12 "Exemption" means those land development activities that are not subject to the stormwater management requirements contained in this Ordinance.
- 2-1.13 "Flow attenuation" means prolonging the flow time of runoff to reduce the peak discharge.
- 2-1.14 "Grading" means any act by which soil is cleared, stripped, stockpiled, excavated, scarified, filled or any combination thereof.
- 2-1.15 "Hydraulic" means the physics of water in motion.
- 2-1.16 "Hydrology" means the science dealing with the waters of the earth, their distribution on the surface and underground, and the cycle involving evaporation, precipitation, flow to the seas, etc.
- 2-1.17 "Infiltration" means the passage or movement of water into the soil surface.
- 2-1.18 "Off-site stormwater management" means the design and construction of a facility necessary to control stormwater from more than one development.
- 2-1.19 "On-site stormwater management" means the design and construction of systems necessary to control stormwater within an immediate development.
- 2-1.20 "Person" means the federal government, the State, any county, municipal corporation, or other political subdivision of the State, or any of their units, or an individual, receiver, trustee, guardian, executor, administrator, corporation, partnership, fiduciary, or representative of any kind, or any other entity.

ARTICLE 2

DEFINITIONSSECTION 2-1.

For the purposes of this Ordinance, the following definitions describe the meaning of the terms used in this Ordinance:

- 2-1.01 "Adequate channel" means a natural or man-made channel or pipe which is capable of conveying the runoff from a 2-year storm without overtopping its banks or eroding, after development of the site in question. A receiving channel may also be considered adequate provided adequate capacity for conveyance of runoff and the channel cross-section will not be eroded; or, if it can be shown that the peak rate of runoff from the site during a 2-year storm will not be increased after development.
- 2-1.02 "Adverse impact" means any deleterious effect on waters or wetlands, including their quality, quantity, surface area, species composition, aesthetics or usefulness for human or natural uses which are or may potentially be harmful or injurious to human health, welfare, safety or property, to biological productivity, diversity, or stability or which unreasonably interfere with the enjoyment of life or property, including outdoor recreation.
- 2-1.03 "Agricultural land management practices" means those methods and procedures used in the cultivation of land in order to further crop and livestock production and conservation of related soil and water resources.
- 2-1.04 "Applicant" means any person, firm or governmental agency who executes the necessary forms to procure official approval of a project or a permit to carry out construction of a project.
- 2-1.05 "Approving Authority" means the agency, department, person, or firm designated by the County Commissioners of Caroline County to administer and enforce the provisions of this Stormwater Management Ordinance.
- 2-1.06 "Aquifer" means a porous water bearing geologic formation generally restricted to materials capable of yielding an appreciable supply of water.
- 2-1.07 "Clearing" means the removal of trees and brush from the land but shall not include the ordinary mowing of grass.

CAROLINE COUNTY
STORMWATER MANAGEMENT ORDINANCE

ARTICLE 1

PURPOSE AND AUTHORITY

SECTION 1-1.

The purpose of this Ordinance is to protect, maintain, and enhance the public health, safety, and general welfare by establishing minimum requirements and procedures to control the adverse impacts associated with increased stormwater runoff. Proper management of stormwater runoff will minimize damage to public and private property, reduce the effects of development on land and stream channel erosion, assist in the attainment and maintenance of water quality standards, reduce local flooding, and maintain after development, as nearly as possible, the pre-development runoff characteristics.

SECTION 1-2.

The provisions of this Ordinance adopted pursuant to Sub-section 8-11A-02 Natural Resources Article, Annotated Code of Maryland, 1983 replacement volume shall apply to all development occurring within the incorporated and unincorporated area of Caroline County. The application of this Ordinance and the provisions expressed herein shall be the minimum stormwater management requirements and shall not be deemed a limitation or repeal of any other powers granted by State statute. The approving authority shall be responsible for the coordination and enforcement of the provisions of this Ordinance.

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CAROLINE COUNTY
STORMWATER MANAGEMENT
ORDINANCE

EFFECTIVE DATE: July 1, 1984

Enacted On: June 12, 1984

Effective Date: July 1, 1984

AN ACT concerning

CAROLINE COUNTY, MARYLAND
STORMWATER MANAGEMENT ORDINANCE

FOR the purpose of establishing a Stormwater Management Ordinance for Caroline County. To establish minimum criteria and procedures to control the adverse impacts associated with increased stormwater runoff and provide for submission and approval of stormwater management plans, exemptions and waivers, proper implementation of stormwater management measures in accordance with the approved plan, maintenance responsibility and requirements including periodic inspection, and penalties for noncompliance with the ordinance.

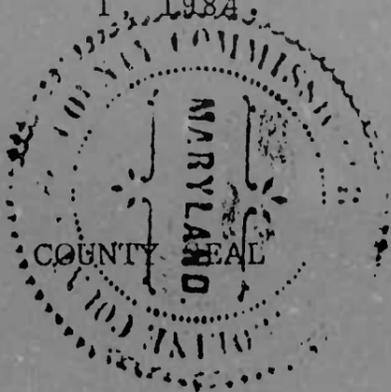
By enacting,

CAROLINE COUNTY STORMWATER MANAGEMENT ORDINANCE
ORDINANCE NUMBER 84-005

WHEREAS, Natural Resources Article, Subsection 8-11A-02, of the Annotated Code of Maryland requires the County Commissioners of Caroline County to adopt a Stormwater Management Ordinance and provide for its administration and enforcement.

WHEREAS, the County Commissioners of Caroline County have held a duly advertised public hearing

NOW, THEREFORE, BE IT HEREBY ENACTED AND ORDAINED THIS 12th DAY OF JUNE 1984 THAT the Caroline County Stormwater Management Ordinance is hereby adopted and shall become effective on July 1, 1984.



COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

(ABSENT)

Earl R. Bell, President

Charles T. Dean, Sr.
Charles T. Dean, Sr.

STATE OF MARYLAND
CAROLINE COUNTY) SS

ATTEST:

Leigh Sands
Leigh Sands, Clerk

John S. Legates
John S. Legates

FILED FOR RECORD
NO. 21-35
on 6-13-1984 AND
DULY RECORDED IN LIGER FORM
NO. 21-35-463 ONE OF THE
BOOKS FOR THE COUNTY AFORESAID
F. Phillips
CLERK

ARTICLE 12

SEVERABILITY

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance, it being the intent of the County Commissioners of Caroline County that this ordinance shall stand, notwithstanding the invalidity of any section, subsection, sentence, clause, phrase, or portion hereof.

ARTICLE 13

PENALTIES

Any person convicted of violating the provisions of this Ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine of not more than Five Thousand Dollars (\$5,000.00) or imprisonment not exceeding one year or both for each and every violation with costs imposed in the discretion of the court. Each day that the violation continues shall be a separate offense. In addition thereof, the County Commissioners of Caroline County may institute injunctive, mandamus or other appropriate action or proceedings at law or equity for the enforcement of this Ordinance or to correct violations of this Ordinance, and any court of competent jurisdiction shall have the right to issue restraining orders, temporary or permanent, injunctions or mandamus or other appropriate forms of remedy or relief.

ARTICLE 14

EFFECTIVE DATE

And be it further enacted, that this Ordinance shall take effect on July 1, 1984.

SECTION 9-2. Maintenance Responsibility.

- 9-2.01 The owner of the property on which work has been done pursuant to this Ordinance for private stormwater management facilities, or any other person or agent in control of such property, shall maintain in good condition and promptly repair and restore all grade surfaces, walls, drains, dams and structures, vegetation, erosion and sediment control measures, and other protective devices. Such repairs or restorations, and maintenance shall be in accordance with approved plans.
- 9-2.02 A maintenance schedule shall be developed for the life of any stormwater management facility and shall state, the maintenance to be completed, the time period for completion, and who shall perform the maintenance. This maintenance schedule shall be printed on the stormwater management plan.

ARTICLE 10

LIABILITY

Neither the issuance of a permit under the provisions of this Ordinance, nor the compliance with the provisions hereto or with any condition imposed by the approving authority shall relieve any person from any responsibility for damage to persons or property (including public utilities or services) otherwise imposed by law, nor impose any liability upon the County for damages to persons or property. Caroline County shall not be responsible for damage to downstream properties for failure of any work done pursuant to this Ordinance.

ARTICLE 11

APPEALS

Any person aggrieved by the action of any official charged with the enforcement of this Ordinance, as the result of the disapproval of a properly filed application for a permit, issuance of a written notice of violation, or an alleged failure to properly enforce the Ordinance in regard to a specific application, shall have the right to appeal the action to the Circuit Court. The appeal shall be filed in writing within thirty (30) days of the date of official transmittal of the final decision or determination to the applicant, shall state clearly the grounds on which the appeal is based, and shall be processed in the manner prescribed.

ARTICLE 9

MAINTENANCESECTION 9-1. Maintenance Agreement.

- 9-1.01 Prior to the issuance of any building permit for which stormwater management is required, the approving authority shall require the applicant or owner to execute an inspection and maintenance agreement binding on all subsequent owners of land served by the private stormwater management facility. Such agreement shall provide for access to the facility at reasonable times for regular inspection by the approving authority or its authorized representative and for regular or special assessments of property owners to ensure that the facility is maintained in proper working condition to meet design standards and any provisions established.
- 9-1.02 The agreement shall be recorded by the applicant and/or owner in the land records of the County.
- 9-1.03 The agreement shall also provide that, if after notice by the approving authority to correct a violation requiring maintenance work and satisfactory corrections are not made by the owner(s) within a reasonable period of time (thirty days maximum), the approving authority may perform or contract to perform all necessary work to place the facility in proper working condition. The owner(s) of the facility shall be assessed the cost of the work and any penalties which shall constitute a lien on the real property. The lien may be placed on the real estate tax bill and collected as ordinary taxes by the County.
- 9-1.04 In the event of an immediate danger to the public health, welfare or safety, notice by the approving authority shall be given to the person responsible by the most expeditious means and the hazard shall be eliminated immediately. In the event that that the person responsible fails to take corrective action, the approving authority shall perform or contract to perform all necessary work. The owner(s) of the facility shall be assessed the cost of the work and any penalties which shall constitute a lien on the real property. The lien may be placed on the real estate tax bill and collected as ordinary taxes by the County.

SECTION 8-4. Inspection for Preventive Maintenance.

- 8-4.01 Preventive maintenance shall be ensured through inspection of all infiltration systems, retention, or detention structures by the approving authority. The inspection shall occur at least once during the first year of operation and least once every three (3) years thereafter.
- 8-4.02 Inspection reports shall be maintained by the approving authority on all retention and detention structures and shall include the following:
- (A) The date of inspection;
 - (B) Name of inspector;
 - (C) The condition of:
 - (1) Vegetation
 - (2) Fences;
 - (3) Spillways;
 - (4) Embankments;
 - (5) Reservoir area;
 - (6) Outlet channels;
 - (7) Underground drainage;
 - (8) Sediment load; or
 - (9) Any other item that could affect the proper function of the stormwater management system.
 - (D) Description of needed maintenance.
- 8-4.03 If, after an inspection by the approving authority, the condition of a stormwater management facility presents an immediate danger to the public health or safety, because of an unsafe condition or improper maintenance, the approving agency shall take such action as may be necessary to protect the public and make the facility safe. Any cost incurred by the County shall be assessed against the owner(s), as provided in Subsection 9-1.03.

8-2.05 Retention and detention structures at the following stages:

- (A) Upon completion of excavation to sub-foundation and where required, installation of structural supports or reinforcement for structures, including but not limited to:
- (1) Core trenches for structural embankments;
 - (2) Inlet-outlet structures and anti-seep structures, watertight connectors on pipes; and
 - (3) Trenches for enclosed storm drainage facilities.
- (B) During placement of structural fill, concrete and installation of piping and catch basins;
- (C) During backfill of foundations and trenches;
- (D) During embankment construction; and
- (E) Upon completion of final grading and establishment of permanent stabilization.

SECTION 8-3. Final Inspection Reports.

8-3.01 It is the developer's responsibility to have a registered professional engineer licensed in Maryland to perform the inspections required in Section 8-2. In addition, the developer and the engineer shall provide "As-Built" certification that the facility has been constructed as shown on the "As-Built" plans and meets approved plans and specifications.

8-3.02 A final inspection shall be conducted by the approving authority upon completion of the stormwater management facility to determine if the completed work is constructed in accordance with the approved plan and this Ordinance. The developer will receive written notification of the results of the final inspection. The approving authority shall maintain a permanent file of inspection reports.

8-3.03 The approving authority shall submit notice of construction completion to the Maryland Water Resources Administration on a form supplied by the Maryland Water Resources Administration for each stormwater management practice within forty-five (45) days of construction completion. If detention or retention ponds are constructed, notice of construction completion shall also be submitted to the Caroline County Soil Conservation District.

- 8-1.03 Any portion of the work which does not comply with the approved plan will be promptly corrected by the developer, after written notice from the approving authority. The notice shall set forth the nature of corrections required and the time within which corrections will be made.
- 8-1.04 The developer shall notify the approving authority before commencing any work in conjunction with the stormwater management plan and upon completion of the project when a final inspection will be conducted.

SECTION 8-2. Inspection Requirements During Construction.

After commencing initial site operations, regular inspections shall be made at the following specified stages of construction:

- 8-2.01 Infiltration systems at the commencement, during, and upon completion of construction.
- 8-2.02 Porous paving infiltration systems at the following stages so as to ensure proper placement and allow for infiltration into the subgrade:
- (A) Upon completion of stripping, stockpiling, the construction of temporary sediment control and drainage facilities.
 - (B) Upon completion of subgrade section;
 - (C) Upon completion of reservoir base course;
 - (D) Upon completion of the top crushed stone course; and
 - (E) Throughout the placement of the porous asphaltic concrete surface course to ensure proper laying temperatures and compaction.
- 8-2.03 Flow attenuation devices, such as open vegetated swales upon completion of construction.
- 8-2.04 Adequate channels at the following stages:
- (A) Layout of adequate channel or channels;
 - (B) During construction;
 - (C) During final stabilization;
 - (D) Upon completion of final grading and permanent stabilization.

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ARTICLE 7

PERFORMANCE BONDSECTION 7-1.

The County Commissioners of Caroline County shall require from the developer a surety or cash bond, irrevocable letter of credit, or other means of security acceptable to the County Commissioners of Caroline County prior to the issuance of any building and/or grading permit for construction of a development requiring a public stormwater management facility. The amount of the security shall not be less than the total estimated construction cost of the stormwater management facility. The bond so required in this section shall include provisions relative to forfeiture or failure to complete work specified in the approved stormwater management plan, compliance with all the provision of this Ordinance and other applicable laws and regulations, and any time limitations.

SECTION 7-2.

The bond shall not be fully released without a final inspection of completed work by the approving authority, submission of "As-Built" plans, and certification of completion by the approving authority of the stormwater management facility as being in compliance with the approved plan and the provisions of this Ordinance. A provision may be made for partial release of the amount of the bond pro-rata upon completion and acceptance of the various stages of development as specifically delineated, described, and scheduled on the required plans and specifications. The developer shall notify the approving authority upon completion of each stage that is ready for inspection.

ARTICLE 8

INSPECTIONSECTION 8-1. Inspection Schedule and Reports.

- 8-1.01 Prior to approval of a stormwater management plan, the developer will submit to the approving authority a proposed inspection and construction control schedule. Periodic inspections shall be conducted during construction of stormwater management systems to ensure compliance with the approved plans.
- 8-1.02 The approving authority and the developer shall be furnished with the results of the inspection reports as soon as possible after completion of each required inspection.

SECTION 6-2. Permit Fee.

A non-refundable permit fee will be collected at the time the stormwater management plan or application for waiver is submitted. The permit fee will provide for the cost of plan review, administration and management of the permitting process, and inspection of all projects subject to this Ordinance. A permit fee schedule shall be established by the County Commissioners of Caroline County based upon the relative complexity of the project and may be amended from time to time by resolution.

SECTION 6-3. Permit Suspension and Revocation.

Any grading or building permit issued by the approving authority may be suspended or revoked after written notice is given to the permittee for any of the following reasons:

- 6-3.01 Any violation(s) of the conditions of the stormwater management plan approval.
- 6-3.02 Changes in site runoff characteristics upon which a waiver was granted.
- 6-3.03 Construction is not in accordance with the approved plans.
- 6-3.04 Noncompliance with correction notice(s) or stop work order(s) issued for the construction of the stormwater management facility.
- 6-3.05 An immediate danger exists in a downstream area in the opinion of the approving authority.

SECTION 6-4. Permit Conditions.

In granting the plan approval, the approving authority may impose such conditions thereto as may be deemed necessary to ensure compliance with the provisions of this Ordinance, the protection of the environment and the preservation of the public health and safety.

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5-2.06 Schedules:

- (A) Timing schedules and sequence of development clearing, including stripping, rough grading, construction, final grading, and vegetative stabilization.
- (B) Maintenance schedule.

5-2.07 Other information as required.

SECTION 5-3. Modification of Plans.

Major modifications of an approved stormwater management plans shall be submitted to the approving authority and reprocessed in the same manner as the original plan. Field modification of a minor nature may be authorized by the approving authority provided that written authorization is given to the person performing work pursuant to this Ordinance.

SECTION 5-4. Conformance With Other Plans.

Stormwater management and development plans shall be consistent with adopted and approved watershed management plans or flood management plans as approved by the Maryland Water Resources Administration in accordance with the Flood Hazard Management Act of 1976.

ARTICLE 6

PERMITSSECTION 6-1. Permit Requirement.

A grading or building permit may not be issued for any parcel or lot unless a stormwater management plan has been approved or waived by the approving authority as meeting all the requirements of this Ordinance. Where appropriate, a building permit may not be issued without:

- 6-1.01 Recorded easements for the stormwater management facility and easements to provide adequate access for inspection and maintenance from a public right-of-way.
- 6-1.02 A recorded stormwater management maintenance agreement; and
- 6-1.03 Performance Bond, if required.

- 5-2.01 Vicinity map.
- 5-2.02 Drainage area map showing the watershed boundaries, drainage area, and stormwater flow paths. External drainage areas may be determined from the U.S.G.S topographic maps or the Caroline County Soil Survey.
- 5-2.03 Site characteristics:
- (A) Topographic survey showing existing and proposed contours, including area necessary to determine downstream analysis for proposed stormwater management facility. The topography shall be referenced to U.S.G.S. datum at two (2) foot minimum contours.
 - (B) Soils investigation including borings for construction of small ponds and infiltration practices.
 - (C) Description of all watercourses, impoundments, and tidal wetlands on or adjacent to the site or in to which stormwater flows.
 - (D) Delineation of 100-year floodplains, as determined by the elevations in the Caroline County Flood Insurance Study or as shown on the Caroline County Flood Insurance Rate Maps.
 - (E) Structure classification (SCS Pond Standard 378).
- 5-2.04 Computations:
- (A) Hydrology;
 - (B) Hydraulic; and
 - (C) Structural
- 5-2.05 Site Improvements:
- (A) Proposed improvements including location of buildings or other structures, impervious surfaces, and storm drainage facilities, if applicable.
 - (B) Location of utilities.
 - (C) Structural details for all components of the proposed drainage systems and stormwater management facilities.
 - (D) Notes on drawings specifying materials to be used.
 - (E) Location of easements.

ARTICLE 5

STORMWATER MANAGEMENT PLANSSECTION 5-1. Review and Approval of Stormwater Management Plans.

5-1.01 A stormwater management plan or an application for a waiver shall be submitted to the approving authority by the developer for review and approval for any proposed development, unless otherwise exempted. Seven copies of the stormwater management plan shall be submitted to the approving authority and shall contain supporting computations, drawings, and sufficient information describing the manner, location, and type of measures in which stormwater runoff will be managed from the entire development. The approving authority shall review the plan to determine compliance with the requirements of this Ordinance prior to approval. The approving authority shall distribute copies of the plans to all appropriate agencies and departments and all stormwater management plans shall be submitted for technical review to the Caroline County Soil Conservation District. The plan shall serve as the basis for all subsequent construction.

5-1.02 Notification of approval or reasons for the disapproval or modification shall be given to the applicant within thirty (30) days after submission of the completed stormwater plan. If a decision is not made within thirty (30) days the applicant shall be informed of the status of the review process and the anticipated completion date. The stormwater management plan shall not be considered approved without the inclusion of the signature and date of signature of the approving authority on the plan.

SECTION 5-2. Contents of the Stormwater Management Plan.

The developer is responsible for submitting a stormwater management plan which meets the design requirements provided by this Ordinance. The plan shall be prepared by a registered professional engineer and shall include sufficient information to evaluate the environmental characteristics of the affected areas, the potential impacts of the proposed development on water resources, and the effectiveness and acceptability of measures proposed for managing stormwater runoff. The developer or builder shall certify on the drawings that all clearing, grading, drainage, construction, and development shall be conducted in strict accordance with the plan. The minimum information submitted for support of a stormwater management plan shall be as follows:

- 4-3.08 Where a stormwater management plan involves direction of some or all runoff off of the site, it shall be the responsibility of the developer to obtain from adjacent property owners any easements or other necessary property interests concerning flowage of water. Approval of a stormwater management plan does not create or affect any such rights.
- 4-3.09 The basic design criteria, methodologies, and construction specifications, subject to the approval of the approving authority and the Water Resources Administration, shall be those of the Soil Conservation Service, generally found in the most current edition of the following publications or subsequent revisions:
- (A) "Urban Hydrology for Small Watersheds", Technical Release No. 55, January, 1975.
 - (B) "Storm Water Management Pond Design Manual", Maryland Association of Soil Conservation Districts, June, 1975.
 - (C) "Soil Conservation Service Engineering Field Manual", latest edition, as applicable.
 - (D) "Soil Conservation Service Standard and Specification for Ponds", Specification No. 378, July, 1981.

- (C) The designed release rate of the structure shall be modified if any increase in flooding or stream channel erosion would result at the downstream dam, highway, structure, or natural point of restricted streamflow. The release rate of the structure shall:
- (1) Be reduced to a level that will prevent any increase in flooding or stream channel erosion at the downstream control point;
 - (2) Be not less than 1-year pre-development peak discharge rate; and
 - (3) Meet the requirements established in Section 4-1.
- (D) Small pond approval shall be obtained from the Soil Conservation District or the Water Resources Administration pursuant to Natural Resources Article Sub-section 8-803(b).
- 4-3.04 Off-site structures to be considered:
- (A) Shall have a contributory drainage area not in excess of four hundred (400) acres unless, on a case by case basis, a larger drainage area is approved by the Water Resources Administration;
 - (B) Shall provide for a permanent pool of water or provide for 24-hour detention period for the detaining and releasing the volume of runoff from a 1-year frequency storm; and
 - (C) Shall manage the increase in peak discharge(s) for the 2-year frequency storm event(s) through stormwater management practices that control the volume, timing and rate of flows.
- 4.3.05 The pre-development peak discharge rate shall be computed assuming that all land uses in the site to be developed are in good hydrologic condition.
- 4-3.06 The developer shall give consideration to incorporating the use of natural topography and land cover such as tidal wetlands, ponds, natural swales, and depressions as they exist prior to development to the degree that they can accommodate the additional flow of water.
- 4-3.07 The approving authority shall give preference to the use of swales in place of the traditional use of curbs and gutters based on a case by case review of stormwater management plans.

channel improvements and detention or other measures deemed satisfactory to protect the channel(s). If a channel improvement option is chosen, the applicant must obtain necessary easements and comply with applicable regulations regarding channel modification. Channel improvements must extend downstream until an adequate channel section is reached or until a point is reached where the development site drainage area is less than 1% of the total drainage area at the point of consideration.

- (D) Water quality shall be addressed when using the adequate channel method of stormwater management. Standards and Specifications for Infiltration Practices published by the Maryland Department of Natural Resources dated February, 1984 shall be used as a guide for water quality practices. Methods shall include filtering mechanisms, water control structures, and sediment traps. Ease of maintenance should be incorporated.

4-3.03 Retention and detention ponds shall be designed and constructed in accordance with the criteria of the Soil Conservation Service and shall include the following items:

- (A) Velocity dissipation devices shall be placed at the outfall of all detention or retention structures and along the length of any outfall channel as necessary to provide a non-erosive velocity of flow from the structure to a water course.
- (B) When deemed necessary by the approving authority, the developer shall submit to the approving authority an analysis of the impacts of stormwater flows downstream in the watershed. The analysis shall include hydrologic and hydraulic calculations necessary to determine the impact of hydrograph timing modifications of the proposed development upon a dam, highway, structure, or natural point of restricted streamflow, established with the concurrence of the approving authority, downstream of a tributary of the following size:
- (1) The first downstream tributary whose drainage area equals or exceeds the contributing area to the pond; or
 - (2) The first downstream tributary whose peak discharge exceeds the largest designed release rate of the pond.

SECTION 4-3. Specific Design Criteria.

4-3.01 Infiltration systems shall be designed in accordance with standards and specifications that are developed or approved by the Water Resources Administration and shall meet the following requirements:

- (A) Infiltration systems greater than three (3) feet deep shall be located at least ten (10) feet from basement walls;
- (B) Infiltration systems designed to handle runoff from commercial or industrial impervious parking areas shall be a minimum of one hundred (100) feet from any water supply well;
- (C) Infiltration systems may not receive runoff until the entire contributory drainage area to the infiltration system has received final stabilization; and
- (D) The stormwater management facility design shall provide an overflow system with measures to provide a non-erosive velocity of flow along its length and at the outfall.

4-3.02 Adequate channels criteria shall apply as follows:

- (A) Concentrated stormwater runoff leaving a development site must be discharged directly into a well-defined, natural or man-made off-site receiving channel or pipe. If there is no well-defined off-site receiving channel or pipe, one must be constructed to convey stormwater to the nearest adequate channel as defined in Section 2-1. Newly constructed channels shall be designed as adequate channels. Runoff rate and channel adequacy must be verified with engineering calculations in accordance with the procedures outlined in the Soil Conservation Service Standards and Specifications or other methods acceptable to the approving authority.
- (B) The applicant must show that wherever concentrated stormwater will be discharged from the site (i.e., pipe or channel outlets) there is a definite off-site channel or pipe to receive the flow and carry it into the natural drainage system.
- (C) If the receiving channel is found to be inadequate, the applicant must incorporate measures to either improve the receiving channel to an adequate condition, or utilize other measures stated in Section 4-2. The approving authority may also approve a combination of

ARTICLE 4

STORMWATER MANAGEMENT CRITERIASECTION 4-1. Minimum Control Requirements.

The minimum stormwater control requirements shall require that all developments provide management measures necessary to maintain the post-development peak discharge for a 24-hour, 2-year frequency storm event at a level that is equal to or less than the 24-hour, 2-year pre-development peak discharge rate, through stormwater management practices that control the volume, timing, and rate of flows. Where runoff is discharged into an off-site stormwater management facility, the control requirements and procedures shall be in accordance with subsection 4-3.03.

SECTION 4-2. Stormwater Management Measures.

4-2.01 Stormwater management measures shall be required to satisfy the minimum control requirements. The stormwater management practices to be utilized in developing a stormwater management plan shall be according to the following order of preference:

- (A) Infiltration of runoff on-site;
- (B) Flow attenuation by use of open vegetated swales and natural depressions;
- (C) Stormwater discharged through adequate channel(s);
- (D) Stormwater retention structures; and
- (E) Stormwater detention structures.

4-2.02 Infiltration practices shall be utilized to reduce volume increases to the extent possible as determined in accordance with infiltration standards and specifications established by the Water Resources Administration. A combination of successive practices may be used to achieve the applicable minimum control requirements. Justification shall be provided by the person developing land for rejecting each practice based on site conditions.

- 3-2.08 Land development activities which the Water Resources Administration determines will be regulated under specific State laws which provide for managing stormwater runoff; and
- 3-2.09 All projects that have begun the review and approval process but will not receive building and grading permits prior to the effective date of this Ordinance.

SECTION 3-3. Waivers.

The approving authority may grant a waiver of the stormwater management requirements for individual developments provided that a written request is submitted by the applicant containing descriptions, drawings, and any other information that is necessary to evaluate the proposed development. A separate written waiver request shall be required in accordance with the provisions of this section if there are subsequent additions, extensions, or modifications to a development receiving a waiver. Eligibility for a waiver shall be determined if the applicant can conclusively demonstrate that:

- 3-3.01 The proposed development will not generate more than a 10 percent increase in the 2-year pre-development peak discharge rate and will not cause an adverse impact on the receiving wetland, watercourse, or waterbody; or.
- 3-3.02 A site is surrounded by existing developed areas which are served by an existing network of storm drainage systems of adequate capacity to accommodate the runoff from the additional development;
- 3-3.03 Provisions to control direct outfall to tidewater are provided when the first inch of rainfall is managed according to infiltration standards and specifications promulgated by the Water Resources Administration; or
- 3-3.04 On-site stormwater management is not feasible due to property restrictions such as size and/or topography.

SECTION 3-4. Variances.

The approving authority may grant a written variance from any requirement of Article 4 Stormwater Management Criteria of this Ordinance, if there are exceptional circumstances applicable to the site such that strict adherence to the provisions of this Ordinance will result in unnecessary hardship and not fulfill the intent of the Ordinance. A written request for variance shall be provided to the approving authority and shall state the specific variances sought and reasons for their granting. The approving authority shall not grant a variance unless and until sufficient specific reasons justifying the variance are provided by the person developing land.

- 2-1.31 "Watercourse" means any natural or artificial stream, river, creek, ditch, channel, canal, conduit, culvert, drain, waterway, gully, ravine or wash, in and including any area adjacent thereto which is subject to inundation by reason of overflow or flood water.
- 2-1.32 "Watershed" means the total drainage area contributing runoff to a single point.

ARTICLE 3

APPLICABILITYSECTION 3-1. Scope.

No person shall develop any land for residential, commercial, industrial, or institutional uses without having provided for appropriate stormwater management measures that control or manage runoff from such developments, except as provided within this section.

SECTION 3-2. Exemptions.

The following development activities are exempt from the provisions of this Ordinance and the requirements of providing stormwater management:

- 3-2.01 Agricultural land management activities;
- 3-2.02 Any agricultural buildings more than one-hundred (100) feet from a watercourse or public drainage association channel or ditch;
- 3-2.03 Additions or modifications to existing single family detached residential structures;
- 3-2.04 The construction of single-family dwellings on lots recorded prior to the effective date of this ordinance;
- 3-2.05 All applications for subdivisions creating four or fewer new building lots;
- 3-2.06 Construction of any structure on a lot in a development for which a stormwater management plan has been approved for the entire development or the portion in which the structure is located;
- 3-2.07 Developments that do not disturb over 5,000 square feet of land area;

BOON CUI PAGE 475

- 2-1.21 "Porous paving" means an open graded asphaltic or reticular concrete or other material which allows water to pass through it.
- 2-1.22 "Retention structure" means a permanent structure that provides for the storage of runoff by means of a permanent pool of water.
- 2-1.23 "Sediment" means soils or other surficial materials transported or deposited by the action of wind, water, ice, or gravity as a product of erosion.
- 2-1.24 "Site" means any tract, lot or parcel of land or combination of tracts, lots, or parcels of land which are in one ownership, or are contiguous and in diverse ownership where development is to be performed as part of a unit, subdivision, or project.
- 2-1.25 "Stabilization" means the prevention of soil movement by any of various vegetative and/or structural means.
- 2-1.26 "Stormwater management" means:
- (A) for quantitative control, a system of vegetative and structural measures that control the increased volume and rate of surface runoff caused by man-made changes to the land; and
 - (B) for qualitative control, a system of vegetative, structural, and other measures that reduce or eliminate pollutants that might otherwise be carried by surface runoff.
- 2-1.27 "Stormwater Management Plan" means a set of drawings or other documents submitted by a person as a prerequisite to obtaining a stormwater management approval, which contain all of the information and specifications pertaining to stormwater management.
- 2-1.28 "Stripping" means any activity which removes the vegetative surface cover including tree removal, clearing, grubbing and storage or removal of topsoil.
- 2-1.29 "Variance" means the modification of the minimum stormwater management requirements for specific circumstances such that strict adherence of the requirements would result in unnecessary hardship and not fulfill the intent of the Ordinance.
- 2-1.30 "Waiver" means the relinquishment from stormwater management requirements by the approving authority for a specific development on a case by case review basis.

- 2-1.08 "Detention Structure" means a permanent structure for the temporary storage of runoff which is designed so as not to create a permanent pool of water.
- 2-1.09 "Develop Land" means to change the runoff characteristics of a parcel of land in conjunction with residential, commercial, industrial, or institutional construction or alteration.
- 2-1.10 "Drainage Area" means that area contributing runoff to a single point measured in a horizontal plane, which is enclosed by a ridge line.
- 2-1.11 "Easement" means a grant or reservation by the owner of land for the use of such land by others for a specific purpose or purposes, and which must be included in the conveyance of land affected by such easement.
- 2-1.12 "Exemption" means those land development activities that are not subject to the stormwater management requirements contained in this Ordinance.
- 2-1.13 "Flow attenuation" means prolonging the flow time of runoff to reduce the peak discharge.
- 2-1.14 "Grading" means any act by which soil is cleared, stripped, stockpiled, excavated, scarified, filled or any combination thereof.
- 2-1.15 "Hydraulic" means the physics of water in motion.
- 2-1.16 "Hydrology" means the science dealing with the waters of the earth, their distribution on the surface and underground, and the cycle involving evaporation, precipitation, flow to the seas, etc.
- 2-1.17 "Infiltration" means the passage or movement of water into the soil surface.
- 2-1.18 "Off-site stormwater management" means the design and construction of a facility necessary to control stormwater from more than one development.
- 2-1.19 "On-site stormwater management" means the design and construction of systems necessary to control stormwater within an immediate development.
- 2-1.20 "Person" means the federal government, the State, any county, municipal corporation, or other political subdivision of the State, or any of their units, or an individual, receiver, trustee, guardian, executor, administrator, corporation, partnership, fiduciary, or representative of any kind, or any other entity.

ARTICLE 2

DEFINITIONSSECTION 2-1.

For the purposes of this Ordinance, the following definitions describe the meaning of the terms used in this Ordinance:

- 2-1.01 "Adequate channel" means a natural or man-made channel or pipe which is capable of conveying the runoff from a 2-year storm without overtopping its banks or eroding, after development of the site in question. A receiving channel may also be considered adequate provided adequate capacity for conveyance of runoff and the channel cross-section will not be eroded; or, if it can be shown that the peak rate of runoff from the site during a 2-year storm will not be increased after development.
- 2-1.02 "Adverse impact" means any deleterious effect on waters or wetlands, including their quality, quantity, surface area, species composition, aesthetics or usefulness for human or natural uses which are or may potentially be harmful or injurious to human health, welfare, safety or property, to biological productivity, diversity, or stability or which unreasonably interfere with the enjoyment of life or property, including outdoor recreation.
- 2-1.03 "Agricultural land management practices" means those methods and procedures used in the cultivation of land in order to further crop and livestock production and conservation of related soil and water resources.
- 2-1.04 "Applicant" means any person, firm or governmental agency who executes the necessary forms to procure official approval of a project or a permit to carry out construction of a project.
- 2-1.05 "Approving Authority" means the agency, department, person, or firm designated by the County Commissioners of Caroline County to administer and enforce the provisions of this Stormwater Management Ordinance.
- 2-1.06 "Aquifer" means a porous water bearing geologic formation generally restricted to materials capable of yielding an appreciable supply of water.
- 2-1.07 "Clearing" means the removal of trees and brush from the land but shall not include the ordinary mowing of grass.

CAROLINE COUNTY
STORMWATER MANAGEMENT ORDINANCE

ARTICLE 1

PURPOSE AND AUTHORITY

SECTION 1-1.

The purpose of this Ordinance is to protect, maintain, and enhance the public health, safety, and general welfare by establishing minimum requirements and procedures to control the adverse impacts associated with increased stormwater runoff. Proper management of stormwater runoff will minimize damage to public and private property, reduce the effects of development on land and stream channel erosion, assist in the attainment and maintenance of water quality standards, reduce local flooding, and maintain after development, as nearly as possible, the pre-development runoff characteristics.

SECTION 1-2.

The provisions of this Ordinance adopted pursuant to Sub-section 8-11A-02 Natural Resources Article, Annotated Code of Maryland, 1983 replacement volume shall apply to all development occurring within the incorporated and unincorporated area of Caroline County. The application of this Ordinance and the provisions expressed herein shall be the minimum stormwater management requirements and shall not be deemed a limitation or repeal of any other powers granted by State statute. The approving authority shall be responsible for the coordination and enforcement of the provisions of this Ordinance.

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CAROLINE COUNTY
STORMWATER MANAGEMENT
ORDINANCE

EFFECTIVE DATE: July 1, 1984

Mr. Richards presented the proposed final Caroline County budget for FY 1984-85. Following review and discussion, the following resolutions were unanimously adopted (maker of motion and second as indicated).

Resolution 84-007 - Repealing and Reenacting 911 Emergency Communications System Fee - Enacting a thirty-cent fee for maintenance and operation of the Caroline County 911 system. (LeGates/Dean)

Resolution 84-008 - Approved Estimate of Revenues and Appropriations for Fiscal Year 1984-85 - (LeGates/Dean - as Board of Estimates).

Resolution 84-009 - Confirmation of Levy - Retaining 50% State Income Surtax - Confirmation of levy for FY 1984-85 in the total amount of \$10,540,858, and the property tax rate in the amount of \$2.31 per \$100 assessed valuation; retaining of surtax at same level. (LeGates/Dean)

Resolution 84-010 - Revenue Sharing - Adoption of Revenue Sharing budget, which shows the use of FY 1983-84 funds, and sets forth the proposed use of funds anticipated for receipt in FY 1984-85. (LeGates/Dean)

The entire Budget Document, which includes the above resolutions, is attached to and is a part of the minutes of this date.

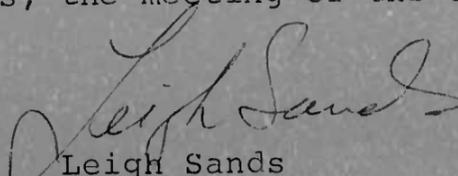
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and adopted the Caroline County Personnel Document for FY 1984-85 (also attached).

At 11:00 a.m., and as authorized by Article 76A, Section 11(a)(13), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, adjourned into closed session to meet with Margaret Myers, at her request, regarding appointments to the Board of Social Services.

At 11:40 a.m., the meeting reconvened in open session.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners reappointed Agnes Orban, Federalsburg, and George Fisher, Denton, to the Caroline County Board of Social Services for three-year terms effective July 1, 1984.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

July 10, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 3, 1984, were approved. Vouchers 23274-23314 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$1,050 - Maryland Department of Agriculture - gypsy moth cooperative suppression program.

The Commissioners were introduced to Luther Short, who as a participant of the University of Maryland work study program, will be working in the Courthouse in July.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Vice President Dean was authorized to sign a lease between the County Commissioners, lessor, and The Denton Child Development Center and St. Lukes United Methodist Church, lessees, for property and improvements known as the Old Denton Elementary School on Franklin Street. The term of the lease begins on July 1, 1984 and ends on June 30, 1989. Lessees shall pay annual rent in the amount of \$18,000. Rent shall be held in lessees' general account to be used for maintenance, repair, and program activities.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Administrator Richards was authorized, as pension plan administrator, to sign forms which instruct the Maryland National Bank, as trustee/custodian of the Caroline County Retirement Plan and Trust, to make lump-sum payments to the following retirees:

Curtis A. Andrew, Denton	\$ 1,202.45
Oliver H. Christopher, Federalsburg	7,837.28
Anne N. Coalla, Denton	1,834.63
Mary E. B. Luff, Greenwood, Delaware	1,249.55

The payments represent the present cash value of benefits earned. Lump sum distribution is recommended for benefits below a certain level to simplify administration of the pension system.

At 10:00 a.m., as advertised, the Commissioners convened public hearings on two rezoning applications. Betsey Krempasky, environmental planner, read aloud the public notice for rezoning application 8406R, submitted by Edmund R. Racz, Henderson. Ms. Krempasky said that since the property in question is located in a floating zoning district, the customary "change or mistake" criteria are not applicable here. The Planning Commission has reviewed the application on the basis of appropriateness of the proposed change and recommends that the Commissioners approve it, she said. Following comments by James Hubbard, Mr. Racz's attorney, Mr. Dean opened the hearing to public comment. None was received. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved rezoning application 8406R, and adopted the following ordinance to formalize their approval.

Enacted On: July 10, 1984
Effective Date: July 10, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8406R

ORDINANCE NUMBER 84-006

WHEREAS, pursuant to the Caroline County Zoning Ordinance Mr. Edmund E. Racz has filed an application to rezone approximately 80 acres of land from the existing zoning district classification of "R" Rural and "R-1" Single Family Residential to "MH" Mobile Home District. Said property is located on the west side of Maryland Route 311 and on the south side of Bee Tree Road, southwest of the town of Henderson. Said property is shown on Caroline County Tax Map Number 8 as Parcels 15, 90, 106, 127, part of Parcel 38, and part of Section 1, Lot 41.

July 3, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of June 26, 1984, were approved. Vouchers 23139-23273 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$3,010.11 - Piper & Marbury - professional services regarding initial representation of defendants in Buchanan v. Eveland et al.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$10,000 - Mills Middleton - final payment on Northwest Model 25 Crane.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$2,500 - Chesapeake Supply Equipment - final payment on air compressor.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Mr. LeGates was designated as the County Commissioners' representative on the Caroline County Board of Social Services for one year effective July 1, 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Mr. Dean signed a certification to C. W. Amos & Company stating that the FY 1983-84 County allocation to the Health Planning Council for the Eastern Shore was \$636.

Thomas Rosazza, secretary of the Maryland Department of Public Safety and Correctional Services, presented Charles Andrew, jail administrator, with a plaque which recognizes the full compliance of the Caroline County Jail with the operational standards (life, health, safety, security, food, medical services) of the Maryland Commission on Correctional Standards. Caroline is one of the first to receive this award.

At 10:10 a.m., and as authorized by Article 76A, Section 11(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, adjourned into closed session to discuss a personnel matter.

The meeting reconvened in open session at 10:15 a.m.

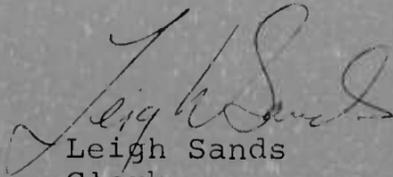
The Commissioners met with members of the Community Housing Resources Board, the Goodwill Council, Kristi Cliff, administrator of planning and zoning for the town of Denton, and interested citizens regarding housing in Caroline County. The two groups feel that the lack of decent affordable housing is a critical problem in the county. The Resources Board submitted a letter requesting adoption of the BOCA Property Maintenance Code which addresses maintenance of all types of property, and employment of at least one part-time housing/codes inspector to survey the county and to begin enforcement in the worst areas. Ms. Cliff said many of the towns now have property maintenance codes, which are primarily concerned with health and safety, but the towns can no longer satisfy the demand for decent housing. Support from the County is needed. Mr. Richards explained that although the County has adopted a

minimum standards housing ordinance, past legal review has indicated that a more restrictive property maintenance or BOCA code would probably have to be deferred until Code Home Rule is adopted. Mr. Richards emphasized the question of constitutionality, that ordinances cannot be selectively enforced. Full enforcement of a housing code would exacerbate problems, he said, since about one-third of the people in the County would probably have to be evicted. There would be an immediate need for several hundred housing units that don't exist. Ms. Cliff said she was unfamiliar with the constitutionality problem, but felt that in every new program a start must be made somewhere and that the County could hardly be faulted for beginning enforcement action in its worst areas. Tinley Pinder said the housing problem deserves a very hard look and remedial action should be taken as soon as possible. Franklin Ricketts, Resources Board chair, said he hoped action wasn't being deferred for fear of offending certain property owners. Terri Barr, Denton Section 8 housing administrator, showed pictures of dilapidated housing and said it was important to correct children's concept that this is a normal way to live, since they would perpetuate this attitude through their children. Ms. Cliff said that low income people are establishing residency in Caroline in order to become eligible for federal housing grants. The county was then informed that if they sought assistance their request would be in competition with those submitted by towns in the county. Since both Denton and Federalsburg had active, successful programs, it was decided not to pursue the grants. In addition, growth in housing around towns, where utilities are established, is the development approach set forth in the County's Comprehensive Plan. Upon recommendation of the Board and Council, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, agreed to appoint a county housing study commission in the next several weeks.

The Commissioners deferred decision on the question of establishing Blue Cross benefits for retired (age 65 or older) County employees until the next regular meeting.

Max Chambers and Francis Rogers requested the Commissioners to take final action on establishing an official county seal. Several 350 printing projects are in progress, and decision on a seal is needed. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners agreed to proceed to reestablish the oval seal (as opposed to the round seal) as the correct and official Caroline County seal.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

1. The proposed expansion of the Caroline Acres Mobile Home Park complies with the requirements of the Caroline County Zoning Ordinance Section 9-3 (Mobile Home Parks and Subdivisions).
2. The development will not overburden schools or public facilities and will not adversely affect existing transportation patterns.
3. The existing mobile home park and the proposed expansion is compatible with existing and proposed development in the area and is compatible with the County Comprehensive Plan.

NOW, THEREFORE, BE IT HEREBY ENACTED AND ORDAINED, BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, that Map 8 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED. Said AMENDMENT shall rezone to "MH" Mobile Home, a floating zoning district, the property described above and as shown on a map and final site plan contained in the Planning Commission minutes; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline County Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-006.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Ms. Krempasky read aloud the public notice for rezoning application 8406R2, submitted by John and Teresa Schatzschneider, Denton. Ms. Krempasky said the Planning Commission has determined that there has been a substantial change in the character of the neighborhood of the property in question, and therefore recommends that the Commissioners approve the application. Following comments by Mr. Hubbard, the Schatzschneiders' Attorney, Mr. Dean opened the hearing to public comment. Mr. Hubbard stated neighboring property owners Mary and Elmer Haltaman had previously objected to the rezoning, but had withdrawn their objection after modification of the boundaries of the area proposed for rezoning. Mr. Dean asked the Haltamans if they were indeed satisfied with the request and the alignment of the property, and they responded affirmatively. Lester Coble, director of environmental health with the Health Department, said that there is a problem with adequate functioning of septic systems in that area, and that anyone establishing commercial operations there may have difficulty. There being no further comments, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, approved rezoning application 8406R2, and adopted the following ordinance to formalize their approval.

Enacted On: July 10, 1984
Effective Date: July 10, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8406R2

ORDINANCE NUMBER 84-007

WHEREAS, pursuant to the Caroline County Zoning Ordinance, John and Teresa Schatzschneider have filed an application to rezone approximately 3 acres of land from the existing zoning district classification of "R" Rural to "C-1" Neighborhood Commercial District. Said property is located on the north side of Maryland Route 404, west of Denton. Said property is shown on Caroline County Tax Map Number 28 as part of Parcel 7.

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

1. That there has been a substantial change in the character of the neighborhood due to the construction of the Maryland Route 404 Denton Bypass.
2. The development will not overburden public facilities and will not adversely affect existing transportation patterns.
3. The property in question adjoins an existing commercial zoning district.
4. The proposed farmers' market is compatible with existing and proposed development in the area and is compatible with the County Comprehensive Plan.

NOW, THEREFORE, BE IT HEREBY ENACTED AND ORDAINED, BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, that Map 28 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED. Said AMENDMENT shall rezone to "C-1" NEIGHBORHOOD COMMERCIAL Zoning District, the property described above and as shown on a map contained in the Planning Commission minutes; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline County Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-007.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Ms. Krempasky informed the Commissioners that the Maryland Department of Natural Resources, Water Resources Administration, has notified the County that certain changes must be made to the recently adopted Stormwater Management Ordinance by August 31, 1984. Certain items in the "Exemptions" section must be deleted and added to the "Waivers" section, she said, the net effect of which will be more time and expense required of both permit applicants and ordinance administrators. In response to a question from Mr. Richards, Ms. Krempasky said that all the State's objections, including the one pertaining to minor subdivisions, can be handled by converting to waiver.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners adopted the following resolution:

RESOLUTION 84-012

Designation of Acting Zoning Administrator

IT IS RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, That Edwin G. Richards, County Administrator, is hereby designated Acting Zoning Administrator for Caroline County, Maryland, until further notice. While acting in this

capacity he shall have the authority to approve all documents, including but not limited to subdivision plats, building permits, zoning-related notifications and verification of electricians' licenses, that are, by past county practice, considered to be within the scope of work of the zoning administrator. Approval shall be given only to documents that are in conformance with the Caroline County Zoning Ordinance and the Subdivision Rules and Regulations, and prior departmental policy and regulation.

BE IT FURTHER RESOLVED, That this resolution shall become immediately effective upon signature by the County Commissioners, and that prompt and appropriate notice shall be given the Caroline County Planning Commission, the Board of Zoning Appeals, and the Clerk of Circuit Court for Caroline County.

ADOPTED: July 10, 1984

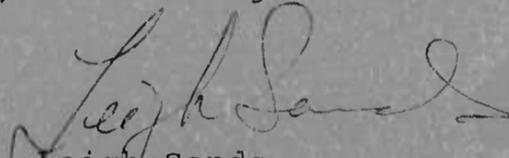
COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Boston Lister, senior codes inspector, presented various documents that require the signature of the acting zoning administrator.

The Commissioners generally agreed not to change policy on provision of Blue Cross benefits for retired employees at this time.

William R. Ecker, new superintendent of schools, introduced himself to the Commissioners.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

July 17, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 10, 1984 were approved. Vouchers 23315-23367 were approved for payment. Net payroll checks 14585-14744 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$345 - N. W. Hayman Trucking - transportation of food from Baltimore to Federalsburg and Denton (Social Services project).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$18.02 - Federal Paper & Chemical - supplies needed for distribution of food.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$4,136.42 - Harry E. Holden - completion of installation of water lines at Choptank Marina (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$864 - Greensboro Senior League - field development at Greensboro Senior League Park (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$1,310 - Paul Biddle - field development and services at Greensboro Senior League Park (to be reimbursed through Program Open Space).

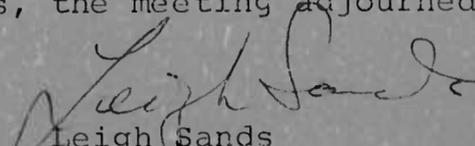
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners, following review of the Sheriff's Department incident report, authorized payment in the amount of \$97.30 to William Hicks, Preston, for rabbits, ducks, turkeys, chickens, and a guinea fowl killed by dogs. Amount authorized is seventy percent of claim submitted, as is customary.

Paul Wise, economic development administrator, reported on economic development activities in the County.

The Commissioners, by unanimous consent, signed Assessment Change Report #28.

The Commissioners reviewed a proposal by the Maryland Association of Counties to lobby for an amendment to the Maryland Constitution mandating code or charter home rule for all counties within a certain time. The Commissioners agreed, by unanimous consent, to return the inquiry with the response "cannot get unanimous position" marked as Caroline's position on the amendment.

There being no further business, the meeting adjourned.


Leigh Sands
Clerk

July 24, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:15 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.
Absent: Earl R. Bell, President

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 17, 1984 were approved. Vouchers 23368-23424 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$70.50 - Peoples Bank of Maryland - collection of bonds and coupons for the fiscal year ending June 30, 1984.

Francis Rogers, Max Chambers, and other members of the Caroline County Historical Society presented the Commissioners with a flag, which they requested the Commissioners to adopt as the official County flag. Mr. Chambers gave a presentation, a copy of which is attached. Following brief deliberation, the Commissioners adopted the flag as presented. The flag carries the oval County seal on the hoist side, and has a green field.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners signed a Program Open Space project agreement for the acquisition, with certain reservations, of .5 acres from Vernon Cook to be known as the Austin Avenue Park, Federalsburg, a general outdoor recreation area. The total cost of \$2,795 will be borne by the State.

Upon a motion made by Mr. LeGates, and seconded by Dean, Commissioner Dean signed FY 1984 Revised Current Expense Budget sheet for the Board of Education. None of the changes on the sheet require additional funds to be appropriated by the County.

Allan Gorsuch, deputy superintendent for school administrative services, thanked the Commissioners for fully funding the FY 1984-85 Board of Education budget. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized payment in the amount of \$8,745.50 from County capital funds of additional matching funds for a 1982 Department of Energy conservation measures grant utilized by Colonel Richardson and North Carolina high schools and Colonel Richardson Middle School. Receipt of the grant was contingent upon a local match that was higher than usual. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners signed the FY 1984-85 Board of Education budget as presented. The County appropriation is \$4,341,526.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Commissioner Dean signed Coastal Zone Management County Contractual Agreement with the State Department of Natural Resources Tidewater Administration. The County will receive an amount not to exceed \$16,000 for aiding in the implementation of goals and objectives of the CZM Act of 1972 and of the State program. The term of the contract is from July 1, 1984 through June 30, 1985.

Mr. Richards reviewed a letter received from Stephen Sachs, Maryland Attorney General, giving notification of a forthcoming appraisal of the at-large election of county councils and commissioners in Maryland. The federal Voting Rights Act of 1982 requires a look at the "totality of circumstances" in a jurisdiction to see whether or not racial minorities are deprived of a fair and equal opportunity to gain political success. The Maryland Constitution requires at-large elections, and Mr. Sachs is interested in determining whether this requirement is creating inequities that may result in costly and time-consuming lawsuits. The appraisal targets thirteen counties, including Caroline, all of which elect at-large and have a black population in excess of ten percent. It was generally agreed that the appraisal will be valuable, and that every effort will be made to cooperate with the Attorney General's office.

Mr. Richards called to the Commissioners' attention recent correspondence regarding revenue sharing. The County is working with the auditor and the federal revenue sharing agency to correct recently identified minor deficiencies in record keeping. Each year Mr. Richards has attempted to have the County's revenue sharing allocation increased, but has so far been unsuccessful. Mr. Richards reminded the Commissioners that they must take steps in the next few months to bring the county into compliance with revenue sharing's new 504 provisions for the handicapped.

Mr. Richards recommended Bryan Ebling, emergency communications clerk, to fill the Civil Defense position vacated by Mildred Irwin, now retired. This would be a full-time paid position (director) requiring gubernatorial designation. Mr. Ebling's appointment would create a vacant position of communications clerk. The Commissioners deferred decision for one week.

Mr. Richards called the Commissioners' attention to a memo from Paul Wise, economic development administrator, that tallied industry investment dollars and new jobs in Caroline since July 1, 1979. Over 17 million dollars were invested and 520 new jobs created in this period. Since fewer than 8,000 Caroline Countians were employed prior to this time, the growth percentage is a respectable one. Mr. Wise feels the Economic Development Commission and his office have been successful in creating an atmosphere of welcome for businesses, which has been responsible in part for this growth.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized submittal of Statement of Intent to Participate in the Maryland Community Development Administration's 1984 Bond Issue on Behalf of Local Government, which will enable Caroline residents to apply for single-family low interest mortgage loans. A total of \$172,250 in mortgage money is available for distribution in the county. The County must furnish one percent of the total, but will be reimbursed after the mortgages are placed, usually within twelve to eighteen months.

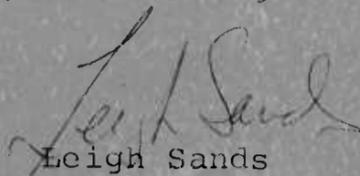
Mr. Richards presented a special financial report on Coolspring Public Drainage Association by Robert Willey, CPA, which was prepared at the request of the taxables. The report, which does not constitute a full-scale audit, verifies recorded revenues and expenditures and indicates the association's records are in fairly good condition. A copy of the report will be sent to each taxable.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized establishment of a reserve escrow fund for the County's share of funds received from the sale of personal property to Solo Cup, Federalsburg. The use of the money will be restricted to guaranteeing economic development project loans. Funds from the sale of the property will be split between the Town of Federalsburg and the County in proportion to their property tax rates, with the Town receiving approximately \$49,000 and the County \$80,000. Appropriate legal documentation will be submitted to the Commissioners for signature.

By unanimous consent, the Commissioners authorized signature on the FY 1984-85 Cooperative Extension Budget.

Mr. Richards will look into a West Denton zoning question at the request of Commissioner Dean.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

July 31, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 24, 1984, were approved. Vouchers 23425-23536 were approved for payment. Payroll checks 14747-14910 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners signed a Program Open Space project agreement for the acquisition, with certain reservations, of .5 acres from Vernon Cook to be known as the Austin Avenue Park, Federalsburg, a general outdoor recreation area. The total cost of \$2,795 will be borne by the State.

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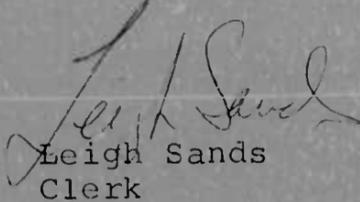
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There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

July 31, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Vice President Dean chaired the meeting in the absence of President Bell.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 24, 1984, were approved. Vouchers 23425-23536 were approved for payment. Payroll checks 14747-14910 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was approved for release: \$37.06 - Greensboro Hardware, Inc. - materials for Greensboro Senior League Park (reimbursable through Program Open Space).

In response to a question by Commissioner Dean, Mr. Richards read aloud the following Revenue Sharing bulletin:

SELF EVALUATION. Under the revenue sharing regulations, all recipients must conduct a self-evaluation of their programs and activities to determine whether they are accessible to handicapped persons. The self-evaluation must be completed by October 17, 1984. Also, by that date, any nonstructural changes must be made and a transition plan detailing structural changes must be prepared.

Frank Kopen, Denton, inquired about the procedure necessary to enlarge his existing advertising sign on Route 404 west of Denton. He was informed by Mr. Richards that his existing sign was grandfathered in under the most recently enacted Zoning Ordinance, which means that the existing sign is in compliance with the law as long as it is well-maintained. If, however, an enlargement is desired, the Ordinance specifically states that the Board of Zoning Appeals must review the matter as a special use exception, and that the applicant must initially submit a proposed sign design and fill out an application. Mr. Kopen was referred to the zoning office for further assistance and instructions. Mr. Richards said the zoning office would also have to check with the State Highway Administration regarding applicable restrictions.

Kevin Brooks, community resources planner for the Maryland Rural Development Corporation, and Sheila Scott, project coordinator, described a new medical transportation program that MRDC will be operating in Caroline, Kent, Queen Anne's and Talbot counties. MRDC has opened an office at 322 Market Street, Denton, and will soon be getting vans and drivers. Approximately 1,700 Caroline residents will be eligible for medical transportation services. All valid medical assistance (Medicaid) cardholders are eligible. With advance notice and available seating, MRDC will provide transportation to local medical facilities and to those in the Annapolis, Baltimore, Salisbury and Dover areas.

Attorney Douglas Everngam presented documents pertaining to shell building two, Federalsburg Industrial Park, for review and signature.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed a Promissory Note to the State of Maryland in the principal sum of \$350,000 with interest at the rate of 8.855% per annum. The note is due in the year 2011. Generally, if the property is sold or condemned, the remaining indebtedness shall be due immediately. The note is secured by a Mortgage and Building Loan Agreement (see below). The full faith and credit of the County is pledged to repayment of the note.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved and signed a Mortgage and Building Loan Agreement with the Maryland Department of Economic and Community Development and the Mayor and Council of Federalsburg. The County promises to pay the \$350,000 loan and interest according to the terms of the Promissory Note (see above) and the amortization schedule attached to this agreement, and agrees that it will permit no other lien or encumbrance on the property without prior written consent of the State. The proceeds of the loan shall be applied exclusively to eligible project costs. Within sixty (60) days following completion of the building, the County shall provide the State with a certified list of all costs incurred. The County cannot assign control of or convey the building, or change or renew the lease without written State approval. The County will comply

and will cause all parties to the project to comply with applicable federal, State and local laws and regulations. The building shall be maintained in good condition and repair, in compliance with applicable codes, and be operated in a first-class manner. DECD is appointed attorney-in-fact in the event of County default. If the County defaults and the State sells the property, the County will receive sale proceeds only after payment of all expenses, claims and commissions incident to the sale. The agreement does not cover trade fixtures, light fixtures, equipment, furniture, furnishings, personal property, merchandise, and like property, but does cover heating and air-conditioning systems, plumbing, electrical wiring, and all other permanent fixtures in the building. Delegation by the County of any aspects of the shell building project shall not relieve them of obligations under the agreement. The County shall pay all taxes and charges in connection with the agreement. The County shall hold the State harmless from expenses arising from any court action in which the State is involved by reason of this agreement.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized President Bell to sign Addendum to Lease, which makes additions to the June 6, 1984 lease between the County and the Mayor and Council of Federalsburg, lessors; and Edmund L. and Clyde E. Sisk, lessees. The additions require prior written State approval of changes to or in the use of shell building two, Federalsburg Industrial Park.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners signed a proclamation that declares the month of August 1984 as Selective Service System Registration Awareness Month in Caroline County.

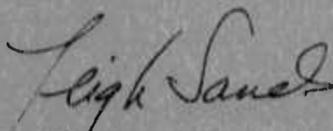
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Commissioner Dean signed a letter to Thomas Hobbs, HUD manager, informing him that the Commissioners have requested the Maryland Community Development Administration to make an application for fourteen Section 8 Existing Housing program allocations on behalf of Caroline.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, Commissioner Dean signed Statement of Intent to Participate in Community Development Administration's 1984 Bond Issue on Behalf of Local Governments. The statement says the Commissioners wish to participate in the Mortgage Purchase Program to the full extent of the County allocation, which is \$172,250. A one-percent local contribution is required, but will be reimbursed.

At 10:50 a.m., and as authorized by Article 76A, Sections 11(a)(1) and (13), the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, adjourned the meeting into closed session to discuss a personnel matter and a tax sale matter.

The meeting reconvened at 11:00 a.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

August 7, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:50 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

The Commissioners welcomed back President Bell after his long illness.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of July 31, 1984, were unanimously approved. Vouchers 23537-23603 were approved for payment.

By unanimous consent, the Commissioners signed Assessment Change Reports 2930-2950.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$2,281.95 - Maryland Unemployment Insurance Administration - benefits for quarter ending June 30, 1984 (an FY 1983-84 expenditure).

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed the following memorial resolution to Lila H. Dhue, former deputy treasurer:

RESOLUTION NUMBER 84-013
MEMORIAM TO LILA HUBBARD DHUE

WHEREAS, the late Lila Hubbard Dhue served with distinction as Deputy Treasurer of Caroline County, Maryland, from 1933 until her retirement in 1964; and

WHEREAS, she was known by all as a devoted servant of the people, administering with dedication, refinement, patience, and professionalism the many and varied tasks of the Treasurer's Office; and

WHEREAS, she was generous with her time and talents in community life, being active in the Business and Professional Women's Association, the Caroline Homemakers' Club and the Eastern Shore Hospital Center volunteer group for many years; and

WHEREAS, she will be greatly missed by her many friends and associates.

NOW, THEREFORE, THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, HEREBY RECORD THEIR DEEP SORROW AT THE PASSING OF LILA HUBBARD DHUE ON JULY 27, 1984, AND FURTHER DECREE THAT THIS RESOLUTION BECOME A PERMANENT RECORD OF THIS CORPORATION IN LASTING TRIBUTE TO HER MEMORY, AND THAT COPIES BE SENT TO MEMBERS OF HER FAMILY.

ADOPTED: August 7, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized payment from the contingency fund of a \$5,000 deductible to Midland Insurance Company for Public Officials Liability Policy Number PO-700440 for litigation costs pertaining to Buchanan v. Eveland, et al.

At 10:00 a.m., as advertised, the Commissioners held a public hearing on a rezoning application filed by Steved R. and Martha H. Watson regarding approximately two acres of land on Deep Shore Road south of Denton, which they wish to rezone from highway commercial to general commercial. Betsey Krempasky, environmental planner, read aloud the public hearing notice and provided the Commissioners with background information. Except for Mr. Watson, there were no members of the public present regarding the application. President Bell called for comments and questions. There being none, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously approved the application as submitted, and adopted the following ordinance as formal expression of their approval:

Enacted One: August 7, 1984
Effective Date: August 7, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8405-R
ORDINANCE NUMBER 84-008

WHEREAS, pursuant to the Caroline County Zoning Ordinance, Steved R. and Martha H. Watson have filed an application to rezone approximately two acres of land from the existing zoning district classification of "H-C" Highway Commercial to "C-2" General Commercial. Said property is located on the north side of Deep Shore Road, south of Denton. Said property is shown on Caroline County Tax Map Number 33 as part of parcel 127 and includes all of that portion of the parcel which is west of Maryland Route 404's designated right-of-way take line; and

WHEREAS, both the Planning Commission and County Commissioners have held duly advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

- 1) The character of the neighborhood has changed because of the annexation by the Town of Denton of lands lying opposite the property in question across Maryland Route 404 which will be developed as the Denton Industrial Park. Other such lands also annexed by Denton are designated as "H-C" Highway Commercial districts, which allow office uses as proposed under the Denton Zoning Ordinance.
- 2) The character of the neighborhood has changed because of the construction of the Denton Bypass.
- 3) The property in question adjoins an existing "C-2" General Commercial zoning district.
- 4) The request for rezoning is for change from one commercial classification to another, therefore, the "change and mistake rule" should be more liberally applied.
- 5) The use of this property for personal service offices is compatible with the existing and proposed development for the area, due to its location on a major through highway.
- 6) The development will not overburden public facilities and will not adversely affect existing transportation patterns.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED, this seventh day of August, 1984, by the County Commissioners of Caroline County, Maryland, that Map 33 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED to rezone to "C-2" GENERAL COMMERCIAL the property described above and as shown on a map contained in the Planning Commission minutes; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-008.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved an increase in expenditure from \$30,000 to \$47,900 to accommodate the low bid on two capital improvement projects at Chesapeake College, as requested by Robert Schleiger. The projects in question are the renovation of the foyer and Room C-203 of the Caroline College Center into offices and a conference room. The increase will be allocated from the college's fund balance; no additional County funds are required.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously nominated Bryan Ebling, currently an emergency communications clerk, as the full-time, paid director of the Caroline County Civil Defense program. The nomination will be submitted to Governor Hughes for formal appointment.

Commissioner Dean complimented the Marydel 350 Committee on their recent parade, saying it was one of the best he has ever attended.

Mr. Richards reported that the Blue Cross/Blue Shield health insurance rate increase for the forthcoming year is 3.6% overall, much less than anticipated. In Caroline's case, the premiums are set according to the company's actual cost in operating the plan. Caroline employees have a good experience rating and have not abused their coverage, hence the small increase. Employee contribution costs will decrease slightly this year, and the employer's will increase slightly.

The Commissioners authorized Mr. Richards or his delegate to attend the forthcoming revenue sharing handicapped regulations seminar in Philadelphia. The Commissioners reviewed a memo on the new regulations and generally agreed to appoint an 11-15 member citizen committee in the next several weeks to begin compliance procedures.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners appointed the following persons to constitute the County-wide Housing Study Committee: James Coursey, Leroy Rowe, Carl Thornton, Richard Wilson, James H. Lynch, Sr., Jeff Wright, Anne Ogletree, Franklin Ricketts, Margaret Long, Bette L. Shull, Peter Singleton, Clarence Parks, and Tim McKee. A charge will be developed and a date set for receipt of a written report.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved participation in the 1984 Maryland Food Heritage Day celebration sponsored by Baltimore City. Participating counties will rent a skipjack to transport their produce to the Inner Harbor. The cost will approximate \$500 and will be billed to the promotional budget.

At 10:30 a.m., as advertised, the Commissioners held a public hearing on the proposed adoption of amendments to the Stormwater Management Ordinance. Ms. Krempasky read aloud the notice of public hearing. The Maryland Water Resources Administration had informed the County that these amendments must be enacted in order for the ordinance to be acceptable to the State, she said. President Bell called for public comment. There being none, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adopted the ordinance as presented, which follows:

Enacted On: August 7, 1984
Effective Date: August 7, 1984

AN ACT concerning

CAROLINE COUNTY, MARYLAND
STORMWATER MANAGEMENT ORDINANCE AMENDMENTS

ORDINANCE NUMBER 84-009

FOR The purpose of repealing certain exemptions and adding certain waiver categories.

BY repealing and reenacting with amendments
Article 3, Sections 3-2 and 3-3
Caroline County Stormwater Management Ordinance Number
84-005

SECTION ONE. BE IT HEREBY ENACTED AND ORDAINED, That the Caroline County Stormwater Management Ordinance read as follows:

Article 3 - Applicability

Section 3-2. Exemptions

The following development activities are exempt from the provisions of this Ordinance and the requirements of providing stormwater management:

- 3-2.01 Agricultural land management activities;
- 3-2.02 Any agricultural buildings more than one-hundred (100) feet from a watercourse or public drainage association channel or ditch;
- 3-2.03 Additions or modifications to existing single family detached residential structures;
- [3-2.04 The construction of single-family dwellings on lots recorded prior to the effective date of this ordinance;]
- [3-2.05 All applications for subdivisions creating four or fewer new building lots;]
- [3-2.06 Construction of any structure on a lot in a development for which a stormwater management plan has been approved for the entire development or the portion in which the structure is located;]
- 3-2.0[7]4 Developments that do not disturb over 5,000 square feet of land area; OR
- 3-2.0[8]5 Land development activities which the Water Resources Administration determines will be regulated under specific State laws which provide for managing stormwater runoff[; and].
- [3-2.09 All projects that have begun the review and approval process but will not receive building and grading permits prior to the effective date of this Ordinance.]

Section 3-3. Waivers

The approving authority may grant a waiver of the stormwater management requirements for individual developments provided that a written request is submitted by the applicant containing descriptions, drawings, and any other information that is necessary to evaluate the proposed development. A separate written waiver request shall be required in accordance with the provisions of this section if there are subsequent additions, extensions, or modifications to a development receiving a waiver. Eligibility for a waiver shall be determined if the applicant can conclusively demonstrate that:

- 3-3.01 The proposed development will not generate more than a ten-percent increase in the two-year predevelopment peak discharge rate and will not cause an adverse impact on the receiving wetland, watercourse, or waterbody; or
- 3-3.02 A site is surrounded by existing developed areas which are served by an existing network of storm drainage systems of adequate capacity to accommodate the runoff from the additional development; or
- 3-3.03 Provisions to control direct outfall to tidewater are provided when the first inch of rainfall is managed according to infiltration standards and specifications promulgated by the Water Resources Administration; or
- 3-3.04 [On-site stormwater management is not feasible due to property restrictions such as size and/or topography.] THE PROPOSED DEVELOPMENT OR REDEVELOPMENT IS OF SUCH A NATURE THAT THE APPLICATION OF STORMWATER MANAGEMENT REQUIREMENTS WOULD NOT FULFILL THE INTENT OF THIS ORDINANCE; OR
- 3-3.05 THE CONSTRUCTION OF A SINGLE-FAMILY DWELLING IS ON A LOT RECORDED PRIOR TO THE EFFECTIVE DATE OF THIS ORDINANCE; OR
- 3-3.06 THE CONSTRUCTION OF ANY STRUCTURE IS ON A LOT IN A DEVELOPMENT FOR WHICH A STORMWATER MANAGEMENT PLAN HAS BEEN APPROVED FOR THE ENTIRE DEVELOPMENT OR THE PORTION IN WHICH THE STRUCTURE IS LOCATED; OR
- 3-3.07 ALL LOTS, WHICH ARE CREATED AS PART OF A SUBDIVISION CONTAINING FOUR OR FEWER LOTS, ARE SERVED BY AN ADEQUATE STORM DRAINAGE SYSTEM HAVING OUTFALLS THAT ARE STABLE AND FREE FROM EROSION AS APPROVED BY THE APPROVING AUTHORITY; OR
- 3-3.08 THE PROJECT HAS BEGUN THE REVIEW AND APPROVAL PROCESS BUT WILL NOT RECEIVE BUILDING AND GRADING PERMITS PRIOR TO THE EFFECTIVE DATE OF THIS ORDINANCE.

SECTION TWO. BE IT FURTHER ORDAINED, That this Act shall be known as Ordinance Number 84-009; and

SECTION THREE. THIS ACT IS HEREBY ADOPTED ON AUGUST 7, 1984, AND SHALL BECOME EFFECTIVE ON AUGUST 7, 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Monica Agapaloglou, member of the Caroline Council of Arts, expressed her displeasure at the Commissioners' recent adoption of the flag presented by the Historical Society. The Council initiated the County flag project, she said, and has devoted many hours to development of a landscape-style flag instead of the county seal flag adopted. The process of modifying the flag in response to public comment and the Commissioners' requests was time-consuming, but necessary, she said, and the Council and the public should have been given a chance to comment before final action was taken. The Commissioners have missed out on a chance to have a distinctive flag, as is the Maryland State flag, she said. Thirty states have seals on a plain ground, as do many counties, she said, and now Caroline's will look the same.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners approved reimbursement of the \$50 application fee paid by Stephen Spiering, Greensboro, for the special

use exception reviewed by the Board of Zoning Appeals at their hearing of July 25, 1984. The Board recommended reimbursement since the hearing was not necessary.

Ms. Krempasky presented a list of fifteen agricultural easement sale applications. The Caroline Agricultural Land Preservation Advisory Board has recommended the Commissioners' approval of only thirteen, due to poor soils and productivity on two of the farms. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners, in concurrence with Advisory Board recommendations, approved the following applications for submittal to the Maryland Agricultural Land Preservation Foundation:

Quentin R. & Mary A. Walsh
Denton, MD - 260.50 easement acres
File #05-06-80-02

Kenneth H. & Barbara L. Fishell
Federalsburg, MD - 169.2907 easement acres
File #05-08-80-06A1

Charles O., Jr. & Jane H. Jarrell
Denton, MD - 102 easement acres
File #05-03-82-04

Robert E. & Margaret B. Swann
Denton, MD - 263.657 easement acres
File #05-07-83-01

William H., Rebecca V. & C. Wesley Voshell
Choptank, MD - 144 easement acres
File #05-04-83-03A1

Roy D. & Joyce E. Collins
Preston, MD - 187 easement acres
File #05-02-84-04

Oscar N. & Olga K. Maloney
Federalsburg, MD - 112.37 easement acres
File #05-08-84-05

William R. Ross, Jr.
Federalsburg, MD - 102.1 easement acres
File #05-08-84-06

Richard C. Kinnamon
Ridgely, MD - 143.535 easement acres
File #05-07-84-08

Lemuel & Norma L. Kinnamon
Ridgely, MD - 66.84 easement acres
File #05-07-84-08A

James O., Gertrude L. & Agnes M. Morgan
and Joan M. Price
Denton, MD - 60.14 easement acres
File #05-03-84-10A

Robert E., Constance T. & Roberta B. Fletcher
Denton, MD - 37.78 easement acres
File #05-03-84-10B

Paul G. & Dorothy K. Geihlsler
Preston, MD - 126.97 easement acres
File #05-04-84-12

At 10:55 a.m., and as authorized by Article 76A, Sections 11(a)(6) and (13), the Commissioners adjourned into closed session to meet with George Nier, Doug Everngam and Paul Wise regarding shell building two, Federalsburg Industrial Park.

The meeting reconvened into open session at 11:30 a.m.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

August 14, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of August 7, 1984, were approved. Vouchers 23604-23772 were approved for payment. Payroll checks 14913-15075 were approved for release.

*Upon a motion made by Mr. Dean, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$510 - Karen M. Kaludis, legal services regarding Coolspring Public Drainage Association.

*Upon a motion made by Mr. Dean, and seconded by President Bell, the following check drawn against the contingency fund was unanimously approved for release: \$5,000 - Public Officials Liability Policy number P0700440 - deductible regarding Buchanan v. Eveland et al.

*Upon a motion made by Mr. Dean, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$720 - F. Dale Minner, Clerk - criminal court costs for June 1984.

*All these expenses are for the fiscal year ending June 30, 1984.

Upon a motion made by Mr. Dean, and seconded by President Bell, the following journal entry was approved: Invoice #4370 - \$1,898.35 - County Road equipment, labor and material used in dredging Ganey's Wharf basin (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by President Bell, the following journal entry was approved: Invoice #4362 - \$493.10 - Cost to County Roads of repairing Choptank Marina piers (reimbursable through Program Open Space).

County Planner Alan Visintainer reviewed with the Commissioners his memorandum of August 8, 1984, regarding the stormwater management program, in which he recommends that the following courses of action be promptly taken:

- 1) Designate the codes administrator as the approving authority to review and approve stormwater management plans, plan waivers, variances, bonds, maintenance agreements, collect fees, and perform inspections and enforcement actions.
- 2) Establish a fee schedule.

3) Hire the plan reviewer/inspector required by the ordinance.

4) Agree to administer and enforce the stormwater ordinance in the towns if requested.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed a letter to the Delaware Solid Waste Authority inquiring about disposal of trash in the Sandtown landfill, one of the many alternatives being explored in order to meet the county's future solid waste disposal needs.

At 10:00 a.m., upon a motion made made by Mr. Dean, and seconded by President Bell, the Commissioners adjourned the County Commissioners' meeting and reconvened as the Board of Health. (See Board of Health Minutes.)

At 11:00 a.m., the meeting of the County Commissioners reconvened.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners approved and signed Third Promissory Notes Extension Agreement whereby Caroline County Bank, noteholder, agrees to extend payment of the principal amount due (\$350,000 total), together with interest accruing from August 19, 1984, until December 17, 1984.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell initialed two amendments to Article II, Consideration and Method of Payment, to the Department of Natural Resources CAM (Coastal Zone Management) County Contractural Agreement signed July 24, 1984. The changes were requested by the State, and reviewed and approved by the Planning Office.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners authorized Elinor Whaley, director of Recreation and Parks, to investigate the feasibility of establishing with State funds a community park in Jonestown, as requested by Jonestown resident Mrs. J. E. Hubbard.

Mr. Richards reviewed with the Commissioners the following proposal submitted by the Denton Jaycees to the Town of Denton:

1) That the Town takes whatever measures are necessary to make available the property owned by the Town and bordering the Courthouse Green at Two North Second Street.

2) That the dwelling known as "The Annie Taylor House" (hereafter referred to as the "Taylor House") located at the southwest corner of High and Fourth Streets be removed from its present location and transported to the property at Two North Second Street.

3) That the dwelling be placed in such a manner that: (a) the front entrance faces toward the Courthouse Green; and (b) drivers of autos turning left from North Second Street onto Gay Street have any unobstructed view of oncoming traffic.

4) That the relocated dwelling be fully restored at this site and the adjoining grounds landscaped, and that the restored dwelling be used in a variety of ways to foster tourism growth in the Denton area.

The proposal states that the Taylor House is of very significant historic and architectural value. It is approximately 184 years old and woodframed. It is one of the two early dwellings that still exist in Denton, and is also the oldest existing structure in Denton. The Town has applied for federal block-grant funds for complete restoration of the house. The

Jaycees will take the initiative to form a private non-profit corporation to oversee restoration work as well as the subsequent administration and maintenance of the dwelling. A corporate board of directors composed primarily of representatives of community organizations would be appointed. Maintenance costs, estimated at \$2,000 annually, could be covered through tourism proceeds, private foundation grants, local labor contributions, and supporters' fees. Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners authorized preparation of a letter of support for the project.

Upon a motion made by President Bell, and seconded by Mr. Dean, President Bell signed a letter to HUD approving the State's application on Caroline's behalf for fifty allocations of Section 8 Existing Housing Assistance Payments to be made available under Project Self Sufficiency.

Caroline 350 Committee members Francis Rogers, Mary Larrimore, and Max Chambers presented the Commissioners with potted black-eyed susan plants, 150 of which are being distributed throughout the county as a committee project.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

August 21, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:45 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of August 14, 1984 were approved. Vouchers 23773-23804 were approved for payment.

At 9:30 a.m., as advertised, the Commissioners held a bid opening for project #CC-73184, corrugated asphalt-coated metal pipe. The following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Total Bid</u>
Republic Steel Arnold, MD	Individual prices quoted for 8 sizes of round pipe and 3 sizes of arched pipe. No total bid.
Lane Metal Products, Inc. Bealton, VA	
Arco Construction Products Division Baltimore, MD	\$40,823.20

Bids were referred to staff for evaluation.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed a letter to the Town of Denton that states the Commissioners have reviewed the Annie Taylor House proposal and find it to be comprehensive, practical and desirable, and commends the Denton Jaycees for their many hours of research and planning in developing the proposal.

Following review of a summary of applications received for manufacturers' exemptions/credits on county property tax, the Commissioners, upon a motion made by Mr. Dean, and seconded by President Bell, granted exemptions to the following companies, all of whom meet the necessary prerequisites pertaining to assessable value, number of employees, and annual payroll:

Five-Year Credit

(Authority: An Ordinance Providing Certain Property Tax Credits for Certain Manufacturers, adopted March 11, 1980.)

<u>Manufacturer</u>	<u>Credit Expiration Year</u>
American Fuel Technologies, Inc. Federalsburg, MD	1986-87 (½ year only)

Ten-Year Exemptions

(Authority: Section 49, Code of Public Local Laws of Caroline County.)

<u>Manufacturer</u>	<u>Exemption Expiration Year</u>
Coastal Chocolate Company Ridgely, MD	1987-88
Kern Shelter Products, Inc. Federalsburg, MD	1987-88
Saulsbury Brothers, Inc. (cold storage building)	1989-90 (½ year only)
(warehouse and loading dock) Ridgely, MD	1984-85
Saulsbury's Service Stations for Electro-Therm, Inc. Denton, MD	1984-85 (½ year only)
Shoreman Food Technologies Federalsburg, MD	1990-91
Solo Cup Company Federalsburg, MD	1984-85
Technitrol, Inc. Greensboro, MD	1991-92 (½ year only)

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners approved and signed a proclamation submitted by the Maryland Food Committee that declares the month of September 1984 to be "Hunger Month" in Caroline County.

Mr. Richards discussed with the Commissioners numerous complaints recently received regarding a cattle feed lot and waste disposal operation near Greensboro operated by Schiff Mills, Harrington, Delaware. Animal waste holding tanks seem to be the primary cause of the odor problem. Animal waste is being field disked as quickly as possible, according to the owner, in accordance with recommended Soil Conservation Service methods. The health department has determined that no water pollution is taking place. As long as standard agricultural practices are being used, Mr. Richards said, the County has little basis for action. The codes enforcement office will investigate the sites this week, however, to ascertain whether zoning violations exist.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

August 28, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:15 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of August 21, 1984, were approved with the following addition to the paragraph on manufacturer's tax exemptions: Saulsbury Brothers, Inc. - Exemption Expiration Year 1984-85 - warehouse and loading dock.

Upon a motion made by President Bell, and seconded by Mr. Dean, the minutes of the August 14 meeting of the Board of Health were approved. Vouchers 23805-23898 were approved for payment. Payroll checks 15078-15230 were approved for release.

Upon a motion made by Mr. Dean, and seconded by President Bell, a contingency journal entry was authorized to record the cost of the fabrication of field signs - county roads invoice #4385 (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed purchase order #5795 to Data Services, Salisbury, in the amount of \$3,288.13 for forms and mailers for the treasurer's office.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners rescinded their motion of July 10, 1984, providing payment of lump sum retirement benefits to four former employees, and authorized payment as follows as a correction (July 10 figures in parentheses):

Anne N. Coalla	(\$1,834.63)	\$2,446.17
Oliver H. Christopher	(\$7,837.28)	\$9,578.46
Mary E. B. Luff	(\$1,249.55)	\$2,367.61
Curtis Andrew	(\$1,202.45)	\$2,471.93

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners authorized payment of lump sum retirement benefits to former employees as follows:

Carl L. Thornton, Jr.	\$2,776.14
James E. Scrivnor	\$4,862.70
Terenda V. Thomas	\$2,123.14

Mr. Dean noted that a letter had been received from A. J. Fletcher of the Caroline County Historical Society commending the Commissioners on adoption of the county seal flag.

Elinor Whaley, director of Recreation & Parks, presented the Commissioners with copies of her department's new brochure on fall programs. She discussed results of a survey mailed to the 62 people who rent boat slips at Choptank Marina. The Commissioners received a list of the 14 questions asked and a breakdown of responses received, accompanied by the following summary:

People are generally pleased with the upkeep and appearance of the marina, and find the noise levels tolerable. The majority feel that the water quality could be better. Most consider the marina free of safety hazards and criminal activity. Additional garbage cans and more parking would be nice. Non-boaters are sometimes a nuisance during day, but are seldom a problem at nights. Gas sales are supported by slipholders, despite the limited pumping schedule. The overwhelming majority find Mr. Dukes courteous and helpful.

Better electric service is needed, to prevent overloading and blown fuses. (Ms. Whaley will seek a waterway improvements grant for this purpose.) More parking to accommodate boat owners as well as boat ramp users is needed. Additional receptacles for the disposal of garbage are required, as weekend trash usually overflows the present cans. (These have been provided.) Covers on the cans to lessen flies and odor were recommended. Showers were requested by a number of respondents. A dolly to transport bulky items out on the dock was requested, as was the availability at the marina of concessions such as ice, sodas, cigarettes, and bait. Closer monitoring of those with holding tanks was suggested, as the marina waters are sometimes offensive to sight and smell. Several commented that Mr. Dukes is a very fine county representative, as he has always been thoughtful and helpful to boat owners. We will also be monitoring general appearance of the area, as several comments were made regarding boats in disarray, an abandoned vehicle, and overly healthy weeds.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners approved and signed a Financial Participation Agreement with the State Community Development Administration as presented by George Nier, county attorney. The agreement provides for a share of the proceeds of the Single Family Program Bonds, 1984 Second Series, to be made available at reduced interest to individuals buying homes in the county. Caroline's share of the bond issue is \$172,250, for which the County must pay one percent up front. The County will be reimbursed by the State when the mortgages are placed.

Mr. Richards presented a copy of the Sheriff's weekly report on the Caroline Jail inmate population. The County has custody of an average of sixteen State prisoners each day.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners accepted the proposal of J. R. McCrone, Jr., Inc., for surveying services at Hobbs Road landfill, at a cost not to exceed \$1,600.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed an Application for Temporary Permit to the Board of License Commissioners to enable the Denton Chamber of Commerce to sell beer at their festival on September 15, 1984, at the County-owned 4-H and Youth Park.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed a Certification Statement to the State Board of Education which states that the County has approved the following 1984-85 allocations to the Caroline County Board of Education: \$4,311,118 - Current Expense; \$30,408 - Capital Outlay; \$145,025 - Debt Service.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed a Standard State of Maryland Lease Form which provides for State rental of 850 square feet of the Denton Armory for use by the Office of Employment and Training. The term of the lease is year-to-year and commences October 1, 1984. Annual rent is \$3,000, with electricity, heating, air conditioning, and janitorial services to be paid by the County, lessor.

Max Chambers, chairman of the 350 Committee, accompanied by Jim Toy, publisher, reported on the Committee's twelve completed activities, and the four remaining activities scheduled for fall. The Committee is ready to proceed with their second publication, which will be a summary of activities and a history of people and places. Nona Medford, William Schmick and Joseph Loveless will serve as the editorial committee. The booklet will be financed through advertising, which revenues will also cover the cost of certificates of appreciation for 350 activity volunteers.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

September 4, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of August 28, 1984, were approved. Vouchers 23899-23951 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners authorized obtaining a quotation on purchase of ten nylon outdoor county flags for the jail and the public schools.

Alan Visintainer, county planner, presented recommendations by the Caroline County Agricultural Preservation Advisory Board for the approval of the following applications to sell agricultural preservation easements:

(1) Petition #83-04 in the name of Oryst and Deborah Mandycz. Property located on both sides of Maryland Route 311 approximately two miles south of Marydel, consisting of 106.77 acres.

(2) Petition #83-08 in the name of Wilbur and Mabel Levengood. Property located at the intersection of Bridgetown and Davis Roads approximately one mile southwest of Goldsboro, consisting of 296.29 acres.

On individual motions made by Mr. Dean, and seconded by President Bell, the Commissioners approved the Mandycz and Levengood petitions for submission to the Maryland Agricultural Land Preservation Foundation.

George Nier, county attorney, reported that he is in the process of amending the County's one million dollar tax anticipation note prepared by First National Bank of Maryland. The note states that in the event the Internal Revenue Service determines that note proceeds are included in gross taxable income, the interest rate will be increased from 8.32 percent to 12.5 percent. Both Mr. Nier and the Commissioners concurred that the "for any reason" language employed as a basis for increase is too broad. Although the language was identified by the bank's attorney as a fairly standard provision in tax exempt financing, it has not appeared in the County's previous tax anticipation notes.

Upon a motion made by Mr. Dean, and seconded by President Bell, President Bell signed the annual required Statement of Assurances Certification Form EP 16, Office of Revenue Sharing, in order to qualify for payments during Entitlement Period 16. The certification states that Caroline County will comply with the statutory provisions of the Revenue Sharing Act.

Paul Wise, economic development administrator, reported that Japanese company officials will be touring Caroline and neighboring counties this Friday at the invitation of Chesapeake Country Economic Development Corporation. Caroline Economic Development Commission will show them the Denton Industrial Park site and provide a boat trip down the Choptank River and dinner. Maryland Food Heritage Day was briefly discussed.

Upon a motion made by Mr. Dean, and seconded by President Bell, Vice President Dean signed purchase order #5953 to Maryland Recreation and Parks Association in the amount of \$2,596.75 for recreation and parks ticket sales.

Upon a motion made by Mr. Dean, and seconded by President Bell, Vice President Dean signed purchase order #5961 to W. Bell & Company, Lanham, Maryland, in the amount of \$319.29 for camera, cassette players, batteries, and film.

Upon a motion made by Mr. Dean, and seconded by President Bell, Vice President Dean signed purchase order #5856 to Memorial Hospital, Easton, in the amount of \$2,399.34 for hospital stays for Cora Thompson and Troy Collins, county jail prisoners.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners appointed the following persons from a list provided by the Health Planning Council of the Eastern Shore to fill expiring terms and vacancies on the Caroline County Health Planning Committee:

Consumers

Sheila Simms
Federalburg, MD
June 1987
(reappointment)

Daniel F. Manning
Ridgely, MD
June 1986

Providers

Anthony J. Grieco
Dover, DE
Administrator, Wesleyan
Health Care Center
June 1984

The Commissioners signed a letter of condolence to Mrs. Warren H. VanSant on the death of her husband, formerly attorney to the Town of Denton.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

September 11, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of September 4, 1984, were unanimously approved. Vouchers 23952-24028 were approved for payment. Payroll checks 15233-15367 were approved for release.

Margaret Myers, Carol Stockley, and Beth Adams, Heritage Day volunteers, reported that the Caroline County exhibit at Maryland Food Heritage Day at Baltimore's Inner Harbor received a very good reception. Many Baltimoreans commented on how difficult it is to obtain fresh produce and how grateful they are when it is available. A small display was set up in the Courthouse lobby.

George Nier, county attorney, presented to the County Commissioners a Tax Anticipation Note (and a No-Arbitrage Certificate and certificate of County Officers, which documents were drafted by counsel for the First National Bank of Maryland) in the amount of \$1,250,000. After review of the documents presented by all of the County Commissioners, Commissioner Dean moved, which motion was seconded by Commissioner LeGates, and unanimously passed, as follows:

That the Commissioners reaffirm that the First National Bank of Maryland was a low bidder in a request for a loan of \$1,250,000 with interest payable thereon at the rate of 8.32% per annum, the same due on October 1, 1985, if not earlier paid.

That all of the representations and certifications made in the Tax Anticipation Note and No-Arbitrage Certificate and Certificate of County Officers, which pertained to the County Commissioners, are true to the best of their knowledge, information and belief.

That the Commissioners hereby authorize the execution of of all the loan documents by themselves, Dorsey Wooters, county treasurer, George Nier, county attorney, and Leigh Sands, clerk to the County Commissioners of Caroline County.

The necessary documents were then signed. Other outstanding obligations will be paid off with the first draw on this line of credit.

At 10:00 a.m., Dale Minner, Clerk of Circuit Court, administered the oath of office to Bryan Ebling, new director of Caroline County Civil Defense.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously signed a proclamation that declares September 16-22, 1984, to be Emergency Medical Services Week in Caroline County.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners designated the following persons, contingent upon their acceptance, to constitute the survey committee for revenue sharing requirements for the handicapped:

Charles Emerson and Elinor Whaley	County Government
Geraldine Podlesny	Health Department
Jean-Louis Marchand	Board of Social Services
Robert Jarrell	Board of Library Trustees
Ethel Laverne Sheppard	Caroline Committee for Employment and Promotion of the Handicapped
Diane Hutto	Caroline Developmental Center

The Commissioners reviewed a memorandum informing them that the large elm tree on the Courthouse Green is in a rapid state of decline apparently due to Dutch elm disease. The disease, a systemic fungus, is carried by bark beetles. The University of Maryland is testing the tree to confirm the diagnosis. The Courthouse Green Committee recommends complete removal of the tree no later than April 1985, when the beetles will next become active, in hopes of postponing infection of nearby elm trees. The tree has received spraying, pruning and feeding treatments regularly over the past years. There is no known disease preventative and no cure.

Joseph Quinn and Donald Trice presented their plans for the former Delmarva Power and Light property on Route 313 outside Denton which they have just purchased. They intend to construct a 48-unit, two-story motel, fitness center and restaurant at the site, and multi-unit housing on the opposite side of Fleetwood Road. They hope to have the Town annex the property, and to obtain a UDAG or HUD grant for utilities construction, and a MIDFA loan or an industrial revenue bond for the balance of construction. The Commissioners authorized Mr. Visintainer and Mr. Wise to provide assistance with the project.

At 10:30 a.m., as advertised, the Commissioners held a public hearing on the proposed dissolution and recreation of West Henderson Public Drainage Association, due to extensive property ownership changes. Edgar Todd, Soil Conservation Service engineering technician, recited the chronology of petition filing, appointment and activities of the Board of Drainage Viewers, and the preparation of the Viewers' Report. Mr. Todd traced the course of the 5.7 mile ditch on an aerial map and read aloud the names of the benefitted property owners and the findings of the viewers. (Two viewers and the engineer were in attendance.) The total cost of the project is \$51,200. The federal government proposes to pay seventy-five percent, and the County, if money is available, ten percent. The remaining cost to the taxables is \$7,850. Mr. Todd stated that due to new environmental concerns, "one-sided construction" must be used henceforth on all projects, meaning that the land adjoining one side of the ditch must be left undisturbed. Lester Flamer, Jr., and Mrs. Larry G. Carrow were the only two taxables in attendance. Mr. Flamer stated that he does not desire reorganization of the ditch because his property is small, does not have a drainage problem, and is not used for agricultural purposes. Mrs. Carrow stated that she and her husband are in favor of reorganization because, with proper drainage, approximately five more acres of their property would become tillable. Mr. Todd stated that William L. Brown was the only person at the taxables' information meeting who was opposed to the ditch. Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners dissolved the existing West Henderson Public Drainage Association established on February 16, 1954. In response to a question from Mr. Richards, Mr. Todd replied that Mr. Flamer's property could not be eliminated from the project without affecting property of Ronald D. Spiering and of Glenn R. Noffsinger. There being no further comments or questions, the Commissioners, upon a motion made by Mr. Dean, and seconded by President Bell, confirmed the Viewers' Report as presented and declared the newly constituted West Henderson Public Drainage Association to be officially organized and established.

At 11:05 a.m., and as authorized by Article 76A, Section 11(a) (6), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by President Bell, adjourned the meeting into closed session to meet with Mr. Nier regarding Solo Cup Company.

At 11:20 a.m., the meeting reconvened in open session.

President Bell signed a letter of congratulations to Karen Quidas regarding her 1984 Maryland Farm Queen title award.

The Commissioners reviewed the proposed Caroline County Recreation and Parks Advisory Board Ordinance, and upon a motion made by Mr. Dean, and seconded by President Bell, authorized public hearing.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

September 18, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of September 11, 1984, were unanimously approved. Vouchers 24034-24111 were approved for payment.

The following County Roads invoices were individually approved by motion of Mr. Dean, and seconded by Mr. LeGates for payment from the contingency fund, to be reimbursed through Program Open Space:

Invoice No. 4399 - Labor, equipment and materials for Greensboro ballpark in the amount of \$355.28.

Invoice No. 4397 - Labor and equipment for Choptank marina boat ramp trash removal in the amount of \$701.38

Invoice No. 4398 - Labor, equipment and materials for Riverview ballpark in the amount of \$213.18.

By unanimous consent, the Commissioners authorized erection of a United Way sign and streamer on the Courthouse Green for the duration of this year's campaign.

The Commissioners reviewed a staff memorandum conveying the recommendation of J.O.K. Walsh that action should be taken to prevent scavenging of objects on the Courthouse Green. Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners adopted a policy prohibiting scavenging, probing or any type of artifact-hunting, including use of metal detectors, on the Courthouse Green. Mr. Dean abstained.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted the proposal of Alex Brown & Sons, Inc., Baltimore, for lease purchase of solid waste equipment in the amount of \$75,000 and a trash compactor in the amount of \$25,000. Term of the lease is five years from date of delivery, which is expected within the next three months. County agrees to pay Alex Brown lease payments calculated at an interest rate of 9.98%. Title will pass to County on the acceptance date. Additional equipment may also be leased, but will not exceed maximum total cost of \$250,000.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized invitations-to-bid on one roll-off truck and one trash compactor.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized Charles Emerson, public works supervisor, to temporarily close the Laurel Grove collection site to prepare for the installation of the trash compactor, and to hire a landfill attendant, as budgeted, to work the Laurel Grove site. The attendant will work at both the Preston and Laurel Grove sites until delivery of the compactor.

George Sands, library administrator, presented the Commissioners with the library's new brochure "Something for Everyone," a description of services.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the quotation of Bill Hope & Associates, Inc., in the amount of \$2,590.15 for six pieces of playground equipment for Harmony Community Park. The cost will be refunded by Program Open Space. The quotations were sought by Elinor Whaley, director of Recreation and Parks.

Douglas Everngam, county attorney, presented for signature an Agreement between the County Commissioners and the Mayor and Council of Federalsburg for the completion and lease of shell building two, Federalsburg Industrial Park. The County agrees to join in the borrowing of \$350,000, a MILA completion loan, for the purpose of completing the shell building. The

Town agrees, among other things, to supervise and direct the construction process in a proper manner, to maintain the premises after completion, and to market the property aggressively. The sale or lease of the building shall be subject to the approval of the Commissioners. The manner of disbursement of MILA completion loan proceeds is set forth. A representative of Sisk, lessee of the building, and of the Town shall inspect construction and approve any payments to the contractor. The Town's representative must be approved by the County. Provisions pertaining to the following are included in the agreement: post construction management of funds, additional disbursements, default by Town, excess funds, disputes, rights of State, effective date, additional provisions, execution of documents, and first loan account. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the above agreement was unanimously approved and signed.

George Nier, county attorney, presented for signature the following documents pertaining to the establishment of the Denton Industrial Park, which were unanimously approved and signed by individual motion and second (indicated):

1. (Mr. LeGates; Mr. Dean)

RESOLUTION NUMBER 84-014

A RESOLUTION to authorize borrowing of the sum of SIX HUNDRED SIX THOUSAND DOLLARS (\$606,000) pursuant to the authority of Section 441 of Article 41 of the Annotated Code of Maryland, known as the Maryland Industrial Land Act, as amended, to enable the County to finance up to 50% of the costs of the planning and development of an industrial park on certain real property purchased by the Commissioners of Denton; to authorize the County to execute a Loan Agreement and Assignment of mortgage constituting a lien upon the property and improvements thereto to secure the aforesaid loan; to pledge the full faith and credit of the County to the State of Maryland for the performance by the County of its obligations and commitments under the Loan Agreement and Assignment; authorizing County officials to undertake such actions as may be necessary and proper to implement the authority granted by and fulfill the obligation created under this Resolution; and matters generally relating to the planning and development of the Denton Industrial Park by the County and the Commissioners of Denton.

WHEREAS, the County is desirous of promoting and encouraging the development of suitable industrial sites, and thereby improving the economy and promoting the public welfare of the County; and

WHEREAS, the County in cooperation with the Commissioners of Denton intend to develop an industrial park in the Town of Denton; and

WHEREAS, the Commissioners of Denton have obtained grants and/or received loan commitments sufficient in amount to pay at least fifty percent (50%) of the cost of developing said industrial park; and

WHEREAS, the Commissioners of Denton are owners of a certain tract of land containing 90.17 acres, more or less, more fully described in Exhibit "A" attached hereto, which land will be used for said industrial park; and

WHEREAS, the Commissioners of Denton have agreed to grant the County a first lien on the aforesaid tract of land by that of executing an Industrial Park Development Mortgage and Agreement; and

WHEREAS, a loan in the amount of \$606,000 has been approved and a letter of commitment signed and forwarded to the County dated July 25, 1984 and signed by Frank J. DeFrancis, Secretary

of the Department of Economic and Community Development of the State of Maryland, provided that County assigns all its right, interest and title in said Mortgage with the Commissioners of Denton to the State of Maryland and also executes a Loan Agreement and Assignment and such other documents as required by the State.

WHEREAS, the terms and conditions set forth in the commitment letter are acceptable to the County and are intended to carry out the public purposes described herein; now, therefore,

SECTION 1. BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, That acting pursuant to the authority under Maryland law, the previously described letter of commitment, which is attached hereto as Exhibit "A", is hereby ratified, confirmed and accepted by the County, and the County agrees to carry out and perform its part of the transaction therein set forth, in accordance with the terms thereof.

SECTION 2. AND BE IT FURTHER RESOLVED that the County shall borrow the sum of Six Hundred Six Thousand Dollars (\$606,000.00) from the State of Maryland for a term not to exceed thirty-two (32) years at a rate of interest not to exceed 8.81 percent per annum for the purposes hereinbefore described. The Loan shall be evidenced by a Promissory Note which shall bear interest and be payable in accordance with the terms of this Resolution and the Maryland Industrial Land Act. The loan shall be secured by the assignment of a mortgage on the real property and improvements given to the County by the Commissioners of Denton identical to the "Industrial Park Development Mortgage and Loan Agreement" attached hereto as Exhibit B, which is hereby ratified, confirmed and accepted by the County.

SECTION 3. AND BE IT FURTHER RESOLVED That the County Commissioners of Caroline County are hereby authorized, empowered and directed to execute on behalf of the County all documents required for the consummation of the transaction described in this Resolution including but not limited to the Promissory Note, a mortgage by and between the Commissioners of Denton as mortgagor and the County as mortgagee, a Loan Agreement and Assignment, and an Agreement and Declaration of Covenants between the Commissioners of Denton and the County.

SECTION 4. AND BE IT FURTHER RESOLVED that the County Attorney and such other appropriate County officials are hereby authorized to take such action from time to time as may be necessary or requisite for the purpose of carrying out on behalf of the County the transaction described in this Resolution including the establishment and maintenance of books and records, and other things, all as may be deemed necessary to assure the performance by the County of its obligations and commitments.

SECTION 5. AND BE IT FURTHER RESOLVED that the County hereby pledges its full faith and credit to the State of Maryland for the performance by the County of its obligation of commitments under the aforesaid Loan Agreements and Assignments or mortgage between the County and the State of Maryland.

SECTION 6. AND BE IT FURTHER RESOLVED that the industrial park project described in this Resolution and the exhibits hereto shall be planned and developed pursuant to the provisions of Maryland Industrial Land Act.

SECTION 7. AND BE IT FURTHER RESOLVED that this Resolution shall take effect from the date of its adoption and approval.

COUNTY COMMISSIONERS
OF CAROLINE COUNTY

2. Loan Agreement and Assignment between the County Commissioners and the Maryland Department of Economic and Community Development. (Mr. LeGates; Mr. Dean)

3. Promissory Note - The County Commissioners promise to pay the State of Maryland the principal sum of \$606,000 with interest from date at the rate of 8.81 percent per annum. (Mr. LeGates; Mr. Dean)

4. Agreement and Declaration of Covenants Between the Commissioners of Denton and County Commissioners of Caroline County Relating to Property to be Developed With Maryland Industrial Land Act Funding Through State Of Maryland. (Mr. LeGates; Mr. Dean)

5. Industrial Park Development Mortgage and Loan Agreement between the Commissioners of Denton and the County Commissioners. (Mr. LeGates; Mr. Dean)

At 10:30 a.m., the Commissioners held a public hearing relative to the following petitions for the establishment of agricultural land preservation districts:

Petition #84-08	Thomas J. & Louise Mary Ward	18.16 acres on the north side of Hill Road approximately 2 miles north of Greensboro.
Petition #84-09	James M. & Shirley P. Weer	180.57 acres approximately 3 miles southwest of Bridgetown on Cedar Road.
Petition #84-10	James M. & Shirley P. Weer	83.2 acres on the south side of Cherry Lane, west of Cedar Lane, approximately 2 miles north of Greensboro
	Francis W. & Rose Mary Kinnamon	64.97 acres on the east side of Cedar Lane, north of Hill Road, approximately 2 miles north of Greensboro.

Alan Visintainer, county planner, presented the background information on each of the petitions. No members of the public were present regarding the petitions. The petitions were individually and unanimously approved for submittal to the Maryland Agricultural Land Preservation Foundation by separate motions made by Mr. Dean, and seconded by Mr. LeGates.

Max Chambers, chairman of the 350 Committee, reported that plans to publish a summary of activities booklet had been dropped due to lack of a publisher to undertake the project.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

September 25, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of September 18, 1984, were unanimously approved. Vouchers 24112-24189 were approved for payment. Payroll checks 15370-15510 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$18.43 - Federal Paper & Chemical Company - bags used in distribution of surplus food to needy (to be reimbursed by the Maryland Department of Education Food Distribution Section).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$345.00 - N.W. Hayman Trucking, Inc. - transportation of food for distribution (to be reimbursed by the Maryland Department of Education Food Distribution Section).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$218.00 - Southern States Cooperative, Inc. - seeding and herbicides at Denton Elementary School (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following County Roads invoice was approved for payment from the contingency fund, to be reimbursed through Program Open Space: Invoice No. 4404 - \$3,424.70 - garbage removal at Choptank Marina, Ganey's Wharf, and Greensboro boat ramp July 1983 through July 1984.

At 9:30 a.m., as advertised, the Commissioners held a bid opening for project #CC-82184, one half-ton pick-up truck for the Public Works department. The following bids received were publicly opened, read aloud and recorded:

<u>Bidder</u>	<u>Bid</u>
Preston Ford, Inc. Preston, MD	\$9,677.00
Smith Ford, Inc. Denton, MD	\$9,579.58
Taylor G.M.C., Inc. Easton, MD	\$10,939.37

Bids were referred to staff for evaluation.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the low proposal of Burris Fences, Seaford, Delaware in the amount of \$4,390.00 for chain link fencing and related work at Harmony Community Park on recommendation of Elinor Whaley, director of Recreation and Parks, and Marvin MacDonald, purchasing agent, and rejected all other proposals.

The Commissioner met with Tayloe Lewis and Lawrence North, Johnson and Lewis Insurance/The North Agency, regarding their companies' recent merger and its effects on the County. No changes are planned, and the office will remain in the same location. Johnson and Lewis will continue to exercise a business interest for the next five years.

Mr. Richards reported that on September 21, he and Lester Coble, Chuck Emerson, Marvin MacDonald and Alan Visintainer met with representatives of the State Solid Waste Division of the Department of Health and Mental Hygiene. During that meeting they discussed the renewal of the permit for Hobbs Road Landfill. County officials left the meeting with the understanding that the County would be developing an operation plan that would keep Hobbs in operation for four to five more years. The State officials agreed that they would cooperate in the

development of this plan for extending the operating life of Hobbs landfill. Mr. Richards said that in order for Holly Road landfill to be considered an alternative, it would have to be lined, which would cost approximately 1½ to 2 million dollars (\$26 annually per Caroline family). The County is investigating leasing additional land near Hobbs landfill to provide needed cover material. Cover is presently trucked from Holly landfill at considerable time and expense. Hobbs landfill will also have to be re-engineered to satisfy the State. The County will be asking permission to add another vertical cell of refuse to expand the capacity of the landfill. During the next several years, the Commissioners should be meeting with surrounding counties to discuss establishment of a regional incinerator or landfill, Mr. Richards said.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed the following resolution:

RESOLUTION 84-015

ADOPTION OF ICMA RETIREMENT TRUST

WHEREAS, the County Commissioners of Caroline County, Maryland (Caroline County Government), Employer, maintain a deferred compensation plan for their employees which is administered by the ICMA Retirement Corporation (the "Administrator"); and

WHEREAS, other public employers have joined together to establish the ICMA Retirement Trust for the purpose of representing the interests of the participating employers with respect to the collective investment of funds held under their deferred compensation plans; and

WHEREAS, said Trust is a salutary development which further advances the quality of administration for plans administered by the ICMA Retirement Corporation.

NOW, THEREFORE, BE IT RESOLVED That the Employer hereby executes the ICMA Retirement Trust, attached hereto; and

BE IT FURTHER RESOLVED That the County Administrator for Caroline County shall be the coordinator for this program and shall receive necessary reports, notices, etc. from the ICMA Retirement Corporation as Administrator, and shall cast, on behalf of the Employer, any required votes under the program. Administrative duties to carry out the plan may be assigned to the appropriate departments.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

President Bell signed letters of appreciation to those participating in the Women's Club of Denton, John Driftmyer, James Miley, Kenny Simmons and John Schatzschneider, William Shull, DeThorne Moore and Andrew Myers, and Patricia and Chris Groller for their contributions to the Caroline County display at the Maryland Food Heritage Day celebration held on September 8, 1984 at Baltimore's Inner Harbor.

Sheriff Louis Andrew and emergency communications supervisor Doris Monath discussed with the Commissioners their need for a computer to provide location assistance in responding to calls, to assist in determining which companies should be summoned, to track warrants outstanding and occurrences of various types of criminal activity, and to assist with civil defense matters. Sheriff Andrew and Ms. Monath feel that the computer should be obtained as quickly as possible. It was generally agreed to pursue the project, with assistance from Mr. Richards and Alan Visintainer, county planner, in further identifying needs and developing specification.

At 10:00 a.m., and as authorized by Article 76A, Section 11 (a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned the meeting into closed session to fill out the annual evaluation questionnaire required by the State on the performance of the County health officer.

The meeting reconvened in open session at 10:45 a.m.

At 11:00 a.m., as advertised, the Commissioners held a public hearing regarding rezoning application #8407R submitted by Anne W. Whaley. Mr. Visintainer presented the background on the request. Following discussion, President Bell called for public comment. None was received. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously granted the request, and approved and signed the following ordinance as expression of their approval:

Enacted: September 25, 1984
Effective Date: September 25, 1984

AN ACT concerning

REZONING APPLICATION NUMBER 8407-R
ORDINANCE NUMBER 84-010

WHEREAS, pursuant to the Caroline County Zoning Ordinance, Anne W. Whaley has filed an application to rezone approximately 0.4 acres of land from the existing zoning district classification of "R-1" Single-Family Residential to "C-2" General Commercial. Said property is located on the south side of Steamboat Avenue in west Denton. Said property is shown on Caroline County Tax Map Number 28F, Section 1 as Parcel 42; and

WHEREAS, both the Planning Commission and County Commissioners have held advertised public hearings; and

WHEREAS, the Planning Commission recommended approval of the rezoning; and

WHEREAS, based upon the testimony and exhibits presented, the County Commissioners make the following findings:

1. The character of the neighborhood has changed because of development patterns in the area and recent rezonings.
2. The property in question adjoins an existing "C-2" General Commercial zoning district.
3. The use of this property for a commercial warehouse is compatible with the existing and proposed development for the area.
4. The development will not overburden public facilities and will not adversely affect existing transportation patterns.
5. The development will not impact on natural habitats and there will be no adverse impacts on water quality provided the construction is in compliance with all county regulations.

NOW, THEREFORE, IT IS HEREBY ENACTED AND ORDAINED, this 25th day of September, 1984, by the County Commissioners of Caroline County, Maryland, that Map 28 of the Official Caroline County Zoning Ordinance, Number 82-004 be AMENDED to rezone to "C-2" GENERAL COMMERCIAL the property described above and as shown on a map contained in the Planning Commission minutes; and

BE IT FURTHER ENACTED AND ORDAINED, That the County Planner is hereby authorized and directed to change the Official Caroline Zoning District Maps, accordingly; and

IT IS FURTHERMORE ORDAINED, That this enactment shall be known as Ordinance Number 84-010.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved a refund to Ms. Whaley of the hearing fee since she was in 1981 prior to purchasing the land incorrectly informed by the zoning office that the land was already zoned commercial.

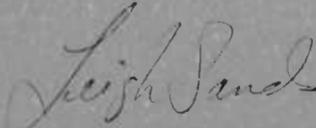
Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to Gerald Talbert, director of the Maryland Agricultural Land Preservation Foundation which states that the County has no objection to proposed legislation that would reduce County review and approval time on easement sale applications from ninety days to sixty days, but that the proposed application deadline change from July 1 to June 1 may prove to be unworkable for applicants.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners appointed the following persons to constitute the Board of Managers for West Henderson Public Drainage Association: Larry Carrow, one year; Ronald Spiering, two years; Norman Bartz, three years.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved and signed a Supplemental Watershed Work Plan Agreement with West Henderson Public Drainage Association and federal and state agencies that will enable the association to receive federal funding for their ditch project.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved the transfer of \$1,010.43 in County funds from Cook Banning Public Drainage Association to River Bridge Public Drainage Association. Cook Banning has completed ditch improvements and has a fund balance which they do not plan to use. River Bridge has been designated to receive County assistance when it became available.

There being no further business, the meeting of the County Commissioners was adjourned.



Leigh Sands
Clerk

October 2, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
Edwin G. Richards, County Adm.
Absent: John S. LeGates

Upon a motion made by Mr. Dean, and seconded by President Bell, the minutes of the previous regular meeting of September 25, 1984 were approved with the addition to first two contingency fund approval paragraphs of the words "to be reimbursed by the Maryland Department of Education Food Distribution Section." Vouchers 24190-24267 were approved for payment.

At 9:30 a.m., as advertised, the Commissioners held a bid opening for project #CC-DC-9484, automotive diagnostic center for the public works department. The following bids received were publicly opened, read aloud and recorded:

<u>Bidder</u>	<u>Bid</u>
Manlove Automotive Service, Inc. Seaford, Delaware	\$15,680
Wharton & Barnard, Inc. Milford, Delaware	\$23,440

Bids were referred to staff for evaluation.

Upon a motion made by President Bell, and seconded by Mr. Dean, the Commissioners accepted the low bid of Smith Ford, Inc., in the amount of \$9,579.58 for project #CC-82184, one new 1985 half-ton pick-up truck, and rejected all other bids submitted.

Mr. Richards reported that the U.S. District Court judge presiding over the Buchanan v. Eveland case has granted the County's motion to dismiss counts 1,4,5,8 and 9. The County will be filing a motion for summary judgment on count 6, the only remaining count, by October 31. Indications are that this motion will receive favorable consideration. The judge feels that the County honored the plaintiff's right of due process throughout the incident. The County's uninsured litigation costs will probably total approximately \$15,000.

Mr. Richards reported that James Schiff, Harrington, Delaware has received permission to construct an animal waste storage structure for his beef cattle operation near Greensboro, which should prevent reoccurrence of the odor problem the Commissioners received complaints about in August.

George Volenik, director of the Delmarva Advisory Council, and Carol Stockley, board member, informed the Commissioners of the Council's intent to form a regional tourism task force to (1) determine what marketing efforts are in order for their twelve member counties in Maryland, Delaware and Virginia, and to (2) structure, effect and administrate an appropriate program. Each member county will appoint one representative to the task force. Grant funds will be sought to cover some program costs. Although no additional county assessments will be due this year, funding may be sought over the next two years to establish the program. The program should thereafter become self-sustaining via private contributions. Paul Wise, economic development administrator, said he has no objection to preliminary exploration, but was not convinced of the program's long-term benefit because the individual counties and states tend to be more competitive than cooperative, despite the continuing efforts of several regional tourism organizations.

On the recommendation of Mr. Richards, the Commissioners, upon a motion made by Mr. Dean, and seconded by President Bell, authorized a contingency fund expenditure in the amount of \$500 for Preston's 350 celebration activities.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners signed a proclamation that declares October 13, 1984 to be Ms. Wheelchair Maryland Day in Caroline County.

Upon a motion made by Mr. Dean, and seconded by President Bell, the Commissioners approved full settlement with C. H. Charman, Inc., in the amount of \$11,000, regarding goods and services furnished in connection with the construction of shell building one, Federalsburg Industrial Park. Settlement was negotiated on behalf of the County by Douglas Everngam.

At 10:50 a.m., and as authorized by Article 76A, Section 11 (a) (1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. Dean, and seconded by President Bell, adjourned into closed session to discuss personnel matters with Mr. Richards.

The meeting reconvened in open session at 11:15 a.m.

By unanimous consent, the Commissioners accepted with appreciation the offer of the Denton Lions Club conveyed by J.O.K. Walsh to donate a twelve-foot sweet gum tree, the official County tree, for planting on the Courthouse Green. The donation will be made in conjunction with National Lions Service Day, October 8, 1984.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

October 9, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates

Absent: Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of October 2, 1984 were unanimously approved. Vouchers 24268-24358 were approved for payment. Payroll checks 15313-15648 were approved for release.

By unanimous consent, the Commissioners signed State Department of Assessments and Taxation Assessment Change Reports 75-104.

At 9:30 a.m., as advertised, the Commissioners held a bid opening for project #CC-TT-9484, new 1985 roll-off truck and hoist for solid waste program. The following bids received were publicly opened, read aloud and recorded:

<u>Bidder</u>	<u>Bid</u>
Chester Mack Sales & Service, Inc. Salisbury, Maryland	No Bid
Watkins Trucks, Inc. Harrington, Delaware	\$51,739 (truck only)
Elliott Wilson Trucks Easton, Maryland	\$54,407 (300 Cummings engine-- truck only)
	\$53,752 (Detroit Diesel--truck only)
Accurate Industries Williamstown, New Jersey	\$16,712 (hoist only)
M & L GMC Federalsburg, Maryland	\$52,300 (truck only)
M & L Equipment, Inc. Baltimore, Maryland	\$15,518 (hoist only)
Kabco, Incorporated Raleigh, North Carolina	\$15,702.25 (hoist only)

The bids were referred to staff for evaluation.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously rejected the two bids submitted for project #CC-DC-9484, automotive diagnostic center. The two cannot be comparatively evaluated since one bid was for a demonstrator model rather than new equipment. The project will be rebid.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following contingency fund check was unanimously approved for release: \$400 - Maryland School for the Blind - half-year tuition for Caroline students.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following contingency fund check was unanimously approved for release: \$1,275 - Mid Shore Council on Family Violence, Inc. - Share of marriage license fees per Resolution 84-011 for first quarter of FY 1985.

The Commissioners met with William Hellmann, secretary of the Maryland Department of Transportation, Hal Kassoff, administrator of the State Highway Administration, and James T. Wright, district engineer, to hear presentation of MDOT's annual report. Delegates Colburn and Johnson were also in attendance. Volume I of the report, the Maryland Transportation Plan, reviews the recent achievements of the Department, current status of ongoing plans, programs, and issues facing the Department; identifies the Department's program objectives; and provides a summary listing of all proposed capital projects for the next six years. Volume II of the report, the Consolidated Transportation Program, contains the details for capital projects proposed from FY 1985 through FY 1990. Detailed information for all highway projects in Caroline County is included in the report. Mr. Bell thanked Mr. Kassoff for prompt installation of the new traffic signal at the intersection of Routes 404 and 480. The signal will blink during months when beach traffic is not heavy. The Commissioners were unanimous in their praise of the fine condition of Caroline's state roads. Mr. Kassoff said that most of the credit for that should be given to Mr. Wright and to Vaughn Hutson, resident maintenance engineer. Mr. Bell reiterated last year's concern that the new intersection of River Road and Route 404 be fully signalized, and notice posted to that effect on both approaches. An overpass or underpass would be even better, he said, since over 100 school buses will cross the intersection daily. Robert Schall, Board of Education transportation supervisor, said he feels the Route 404 west approach will be the worst, since a hill considerably reduces visibility. Messrs. Kassoff and Hellmann said that very careful reviews of the intersection have been performed and that if a grade separation was in anyway warranted, it would have been included in the plan. The Department plans to install a flashing light, and monitor traffic on a monthly basis. They offered to have their engineers meet with local officials to explain the national standards used and to show why unneeded traffic devices can be hazardous. Mr. Kassoff added that reconstruction of the Vienna bridge has been authorized, and will help to keep down the traffic volume through Denton. The summer of 1986 is projected for completion of the Denton bypass. As soon as the first phase, which is between Routes 404 and 313, is completed, it will be opened for use. This and the high level of construction activity will prevent problems with loitering and deer crossings, he said, in response to Mr. Dean's question.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, President Bell signed a letter to Senator Malkus recommending the reappointment of Edwin Schanken, plumbing inspector, to the State Plumbing Commission.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

October 16, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
 Charles T. Dean, Sr.
 John S. LeGates
 Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of October 9, 1984, were unanimously approved. Vouchers 24354-24434 were approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following contingency fund check was unanimously approved for release: \$1,722.56 - Maryland Community Development Administration - for participation in 1984 Mortgage Purchase Program, to be reimbursed with interest.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed the State-required Annual Certification for Cooperative Local-State Library Aid Programs.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized hiring of Linda S. Pruitt, Ridgely, from among the applicants to fill the vacant position of communications clerk.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners authorized hiring of Jeffrey Miles Porter, Greensboro, from among the applicants to fill the vacant position of correctional officer trainee.

At 9:30 a.m., the Commissioners held an advertised bid opening for project #CC-TC-91284, one trash compactor and container for Laurel Grove site. The following bids received were opened, read aloud and recorded:

<u>Bidder</u>	<u>Bid</u>
Accurate Williamstown, New Jersey	\$ 8,670.00 Compactor 3,995.00 Container \$12,665.00 TOTAL
ADHO Cambridge, Maryland	\$ 7,125.00 Compactor 5,185.00 Container \$12,310.00 TOTAL
Ingold's Hico, Inc. Bel Air, Maryland	\$ 8,621.80 Compactor 4,395.00 Container \$13,016.80 TOTAL
Kabco, Incorporated Raleigh, North Carolina	\$ 8,812.00 Compactor 4,450.00 Container \$13,262.00 TOTAL
M & L Equipment, Inc. Baltimore, Maryland	\$ 8,155.00 Compactor 3,980.00 Container \$12,135.00 TOTAL
Sanitation Specialists Co., Inc. Annapolis, Maryland	\$ 6,453.00 Compactor 3,291.00 Container \$ 9,744.00 TOTAL
Truxmore Industries, Inc. Richmond, Virginia (addition error in total)	\$ 8,000.00 Compactor 6,293.33 Container \$16,730.00 TOTAL

The bids were referred to staff for evaluation.

At 10:00 a.m., as advertised, the Commissioners held a public hearing on the adoption of the Caroline County Recreation and Parks Advisory Board Ordinance, which creates the advisory board and defines their duties, responsibilities and membership. After presentation of background information by Mr. Richards and Elinor Whaley, director of Recreation and Parks, President Bell called for public comment. None was received. Upon a motion made by Mr. LeGates, and seconded by President Bell, the Commissioners unanimously agreed to consider the ordinance for adoption and appoint the board members on October 30, 1984.

Dr. Christian Jensen, deacon of the Baptist Church on Hobbs Road, informed the Commissioners that the county plumbing inspector has refused to approve the church's hook-up to the Denton water and sewer system because the work was not performed by a master plumber. Charges have apparently been brought against the deacon who performed the work. Mr. Richards explained that the County's plumbing code is mandated by state law and that the County has a limited amount of latitude in enforcing it. Mr. Richards will look into the matter and report back next week.

At 10:12 a.m., Mr. Richards opened a sealed bid from Fannon Group, Inc., for project #CC-TC-91284, one trash compactor and container for Laurel Grove site. The bid, sent by Express Mail, was received by the Denton Post Office on October 13, and notice was placed in the County's post office box. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners voted unanimously to consider the bid along with those opened at 9:30 a.m.

<u>Bidder</u>	<u>Bid</u>
Fannon Group, Inc.	\$ 6,501.00 Compactor
Cockeysville, Maryland	4,242.00 Container
(addition error in total)	<u>\$10,843.00</u> TOTAL

The bid was referred to staff for evaluation.

Mr. Richards discussed the October 12 memorandum from Alan Visintainer, county planner, regarding the Hobbs Landfill. The memo states that the total remaining life at the landfill is approximately 5.3 years. This estimate is based on waste volumes determined by weighing studies in recent years as part of the Mid-Shore Resource Recovery Project, as well as "rules of thumb" for in-place compaction of waste, and cover-to-waste ratios. Better compaction and prudent use of daily cover will increase the landfill's life, as would use of Sanifoam or similar compressible cover material. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners stated their intent to continue to operate the landfill for at least another five years, and to incorporate this intention into the County solid waste plan. President Bell signed a letter to this effect to James Pittman, Maryland Department of Health and Mental Hygiene.

Mr. Richards reported that he has yet to find any advantages in the County continuing to administer a sediment control plan. A sediment control inspector would have to be hired to meet new State standards, and there is little sediment-related activity in the county requiring control. State assumption of this area of enforcement may be advantageous.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to Brent Johnson, Maryland Department of Employment and Training, which states that both the Caroline County members of the Upper Shore Private Industry Council and the Commissioners are satisfied with the present service area boundary, and therefore, recommend no change be made.

By unanimous consent, President Bell signed a letter to William Hellman, secretary, Maryland Department of Transportation, requesting construction of a Route 404 overpass at the River Road intersection due to school bus traffic.

By unanimous consent, the Commissioners authorized the Peoples Bank to use the east side of the Courthouse green for a performance by a group of Philadelphia Mummers on November 21, 1984. A tent will be erected on the green. The event will be open to the public.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

October 23, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of October 16, 1984, were unanimously approved. Vouchers 24435-24510 were approved for payment. Paryoll checks 15651-15789 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$2,208 - Denton Senior League - reimbursement for eight 60-foot light poles at senior league ballfield (reimbursable through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$108.75 - Caroline County Johnsongrass Control - spraying at recreation and Parks sites.

At 9:30 a.m., as advertised, the Commissioners held a bid opening for project #CC-PC-92184, three 1985 automobiles for the Sheriff's Department. The following bids received were publicly opened, read aloud, and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Preston Ford, Inc. Preston, Maryland	\$29,997.00
Smith Ford, Inc. Denton, Maryland	\$30,872.94

The bids were referred to staff for evaluation.

Following extensive previous discussion regarding a dog damage claim submitted by Richard Parks, Henderson, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously agreed to pay Mr. Parks \$250 for 26 young pigs killed by dogs.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously certified to the county treasurer the 1984 tax rolls of Temple Road Public Drainage Association and West Henderson Public Drainage Association.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously proclaimed the week of November 5-8, 1984 as Eastern Shore Culture Week in Caroline County, at the request of Chesapeake College, who sponsors the annual five-county celebration.

Mr. Richards circulated Chesapeake College attendance print-outs, and highlighted topics of a recent meeting of county administrative and college officials. It now appears that the five participating counties will not be asked to contribute

\$5,000 each toward the cost of the new campus building because FY 1984 surplus funds will be sufficient to cover costs. Remaining surplus funds will be deposited in a capital projects reserve fund, which will then total approximately \$371,725. This money and the interest it generates will be used for maintenance and repair, and should last until 1990. At that point, County contribution for capital projects must recommence. Counties have been requested to annually appropriate some funds for emergency purposes even though it is not anticipated they will be needed. Mr. Richards said he is very impressed with Dr. Schlieger and the financial management of the college, that it is a fine asset to the mid and lower Shore.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized purchase of a memorial plaque for former marina manager Lloyd Price, which will be on permanent display at Choptank Marina.

By unanimous consent, President Bell signed a letter to the Maryland Department of Natural Resources, Water Resources Administration, that designated Mr. Richards as the County's representative in matters pertaining to the sediment and erosion control enforcement delegation process.

Mr. Dean presented an ad that the Carroll County Commissioners have placed in their local newspapers regarding proposed code home rule. The ad states "Code Home Rule - Closer to the People - Vote Yes on Question ____." Mr. Dean made a motion to place such an ad to encourage Caroline voters. Mr. Bell and Mr. LeGates stated that they would support an ad encouraging people to vote on the issue, but not one that told them how to vote. Mr. Richards reminded them that they did adopt a resolution in June which states that Caroline County shall operate under Article 11F (Code Home Rule) of the State Constitution, pending voter referendum. He felt the ad should either advocate code home rule, or not be placed. Motion died for lack of a second.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands

Leigh Sands
Clerk

October 30, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:25 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

At 9:25 a.m., and as authorized by Article 76A, Section 11(a)(6), the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session to discuss bids on the hoist, project #CC-TT-9484, with George Nier, county attorney.

At 9:40 a.m., the meeting reconvened in open session.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of October 23, 1984, were unanimously approved. Vouchers 24511-24576 were approved for payment.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners, upon advice of legal counsel, unanimously accepted the bid of Accurate Industries, Williamstown, New Jersey, in the amount of \$16,712.00 for one hoist, project #CC-TT-9484, and rejected all other bids submitted. George

Nier, county attorney, stated that the two other bids did not conform to specifications, and that Accurate's bid is technically the lowest responsible, given the County's stated intent to standardize their stock.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously accepted the low bid of Watkins Trucks Inc., Harrington, Delaware, in the amount of \$51,739 for one roll-off truck, project #CC-TT-9484, and rejected all other bids submitted.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously accepted the low bid of Preston Ford, Inc., in the amount of \$29,997 for three automobiles for the Sheriff's Department, project #CC-PC-92184, and rejected all other bids submitted.

Reverend Paul Dieter presented architectural renderings of the 100-bed addition to the Wesleyan Center scheduled for completion in 1985. The construction cost for these domiciliary care units will be approximately two million dollars.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously adopted the following resolution:

RESOLUTION 84-016

Division and Use of Proceeds
From Sale of Certain Property
to Solo Cup Company, Federalsburg Industrial Park

- WHEREAS, Solo Cup Company leases from the County Commissioners of Caroline County, Maryland, certain property in the Federalsburg Industrial Park; and
- WHEREAS, under the terms of the lease, dated September 4, 1973, Solo Cup Company was granted the right to purchase from the County certain "Exhibit C Property" (manufacturing machinery) until September 30, 1984; and
- WHEREAS, on March 16, 1984, Solo Cup Company executed an Exercise of Option to purchase said property; and
- WHEREAS, in September 1984 the County Commissioners accepted from Solo Cup Company full payment in the amount of \$124,946.85 for the "Exhibit C Property"; and
- WHEREAS, because Solo Cup Company is held harmless for both Town and County taxes for the twenty-year term of the lease, the County Commissioners have agreed to share the proceeds of the property sale with the Town of Federalsburg; and
- WHEREAS, on July 18, 1984, the Mayor and Council of Federalsburg accepted the amount proposed by the County as the Town's share of the proceeds, which amount was computed on the basis of the respective tax rates of the County and the Town for the 1984-85 fiscal year.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, to pay to the Mayor and Council of Federalsburg the mutually agreed upon sum of \$47,479.80 as the Town's share of the proceeds of the sale of "Exhibit C Property" to Solo Cup Company; and

IT IS FURTHER RESOLVED That the County share of the sale proceeds, which amounts to \$77,467.05, be deposited in a special reserve fund; and

IT IS FURTHER RESOLVED That the principal and interest in the special reserve fund be used to promote economic development in Caroline County.

ADOPTED: October 30, 1984 COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously adopted the Caroline County Recreation and Parks Advisory Board Ordinance, Number 84-011, as presented:

Enacted on : October 30, 1984
Effective date: October 31, 1984

An act concerning

Caroline County Recreation and Parks Advisory Board

FOR the purpose of creating an advisory board for the Caroline County Recreation and Parks Department, defining their duties and responsibilities, and membership.

BY enacting the

CAROLINE COUNTY RECREATION AND PARKS ADVISORY BOARD ORDINANCE
ORDINANCE NUMBER 84-011

BE it hereby enacted by the County Commissioners of Caroline County, Maryland:

CAROLINE COUNTY RECREATION AND PARKS ADVISORY BOARD ORDINANCE
ORDINANCE NUMBER 84-011

ARTICLE I
PURPOSE OF THE BOARD

The Recreation and Parks Advisory Board ("the Board") shall serve as the official advisory body to the County Commissioners of Caroline County. The Board shall serve as a liaison between the director of the Caroline County Recreation and Parks Department ("the Department"), the County Commissioners of Caroline County, and the citizens of Caroline County. The Board shall consult with and advise the county administrator, the director of recreation and parks, and the County Commissioners in matters affecting recreation policies, programs, personnel, finances, and the acquisition and disposal of lands and properties related to the total community recreation program, and to its long-range, projected program for recreation and parks development.

ARTICLE II
DUTIES AND RESPONSIBILITIES OF THE BOARD

Section 1. The Board shall establish general policies for carrying out the purpose for which the Board was established.

Section 2. Planning Duties and Responsibilities

(a) The Board shall ascertain public interest in and needs for recreation facilities and programs and shall recommend programs accordingly.

(b) The Board shall prepare a master plan in consultation with the Caroline County Planning Department, and consistent with the Caroline County Comprehensive Plan, for the acquisition and development of a system of public parks, facilities, and recreation programs, and shall update the master plan biannually.

Section 3. The Board shall make recommendations:

- (a) On the establishment of a system of supervised recreation for the county.
- (b) On the use of any lands or buildings owned by or leased to the County for parks, playgrounds, recreation centers, water areas, or other recreation areas or structures.
- (c) In the construction, equipping, operating and maintenance of parks, playgrounds, recreation centers, and all buildings and structures necessary or useful to Department function.
- (d) On the acceptance of any grant, gift, bequest, donation of any personal or real property offered or made available to the County for recreation purposes.
- (e) In regard to other recreation facilities owned or controlled by the Department or leased or loaned to the Department.

Section 4. Financial Duties and Responsibilities

- (a) The Board shall have no authority to enter into any contract or incur any obligation binding upon the County.
- (b) The Board shall advise the director and make recommendations for an annual budget sufficient to meet the needs of the Department. The budget shall be submitted to the County Commissioners at a time designated to hear such requests.
- (c) The Board shall make recommendations annually to the County Commissioners regarding a capital improvements budget (acquisition and development) in accordance with the master plan for parks and recreation for Caroline County.

Section 5. The Board shall be governed by all applicable provisions of the Caroline County Ethics Ordinance.

ARTICLE III
M E M B E R S H I P
COMPOSITION, TERM OF OFFICE, REMOVAL, COMPENSATION

Section 1. The Board shall consist of nine voting members: three ex-officio members and six appointed members. The ex-officio members shall be a County Commissioner of Caroline County, the chairman of the Caroline County Planning Commission, and the president of the Caroline County Board of Education; or shall be a representative designated by the ex-officio member in which case the representative must be a member of the entity represented. The ex-officio members shall serve for the term of their respective elected or appointed offices. The appointed members shall be appointed by the County Commissioners. Two each of the appointed members shall reside in the northern, central, and southern portions of the county, respectively.

Section 2. Each appointed member shall serve for four years from January first of the year of appointment or until a successor is appointed. The members of the initial Board shall be divided into two classes. The terms of those in the first class shall be four years, and of those in the second class, three years. An unlimited number of consecutive terms may be served.

Section 3. Vacancies during the course of a term shall be filled in the same manner as the original appointments for the unexpired portion of the term. Resignation of appointed members shall be accepted upon receipt by the County Commissioners of a signed, dated letter from the member.

Section 4. The County Commissioners may, after consultation with the Board, remove any member of the Board for misconduct or neglect of duty. Any member of the Board absent without

just cause from more than one-third of the scheduled meetings within one calendar year shall be automatically removed from the Board. The position shall be declared vacant and subject to being filled by another person.

Section 5. Members of the Board shall receive no monetary compensation for their services. Members shall be reimbursed for legitimate expenses related to their service on the Board. Such reimbursement shall be made in compliance with applicable county policies.

ARTICLE IV OFFICERS

Section 1. The officers of the Board shall be a chairman and a vice-chairman. The officers shall be elected by and from the appointed membership at the annual organizational meeting in January 59 to serve for one year or until a successor is elected. No officer shall serve more than two consecutive terms in the same office.

Section 2. The chairman shall preside at all meetings, sign official papers, appoint committees, call special meetings as needed, and perform all duties usually handled by a chairman. The chairman shall have the option of delegating duties as the need arises.

Section 3. The vice-chairman shall perform all the chairman's duties if absent. The vice-chairman shall have the responsibilities of seeing that all standing and temporary committees function as planned by the Board. In the absence of both the chairman and vice-chairman, the Board shall elect a chairman pro tempore who shall perform the duties of a chairman.

Section 4. The director shall serve as executive secretary and shall attend all meetings and be the official custodian of all records of the Board.

ARTICLE V RIGHTS OF MEMBERS

The rights of the membership as a whole, or the members as individuals, shall include but not be limited to:

(a) The right to be protected against personal derogations, undue violation of privacy, and intimidation.

(b) The right to participate in leadership processes according to the terms of the bylaws.

(c) The right to present proposals and recommendations, and to advocate their acceptance.

(d) The right to due process in the functioning of the organization.

ARTICLE VI MEETINGS

Section 1. An organizational meeting shall be held in January of each year. The purpose of this meeting shall be the election of officers, the presentation of the director's annual report, and other business that may come before the Board.

Section 2. The Board shall meet at least quarterly and at such other times as specified by this Ordinance.

Section 3. Special meetings may be called by the chairman or on the written request of at least two members, the time, place, and purpose to be designated in the notice of such call.

Section 4. The time and place of meetings shall be designated by the chairman.

Section 5. The presence of five members shall constitute a quorum. A majority of members present may act for the Board.

Section 6. The Board shall be governed by all applicable provisions of Article 76A of the Annotated Code of Maryland regarding meetings of public bodies.

Section 7. Meetings shall be conducted in accordance with procedures prescribed in the bylaws and with accepted rules of procedure, and decisions reached only after full consideration of the issue in question.

Section 8. The Board shall determine its own procedures and order of business for the conduct of its meetings.

ARTICLE VII
SEVERABILITY

Section 1. If any part of this Ordinance is held unconstitutional or otherwise invalid by any court, such part shall be deemed a severable part and such holding shall not affect the remaining parts of this Ordinance.

ARTICLE VIII
ENACTMENT, PUBLICATION,
FILING, AND EFFECTIVE DATE

Section 1. Following adoption, this enactment, certified by the President of the County Commissioners and attested by the Clerk to the Board, shall be filed with the Clerk of Circuit Court for Caroline County, who shall record the same as set forth in the Annotated Code of Maryland (1957), Article 25, Section 4(b) (1983 Cumulative Supplement).

Following the aforesaid filing and recordation, a fair summary of this amendment shall be published one time in at least one newspaper of general circulation in Caroline County. This Enactment shall become effective on October 31, 1984.

ADOPTED: October 30, 1984

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

The Commissioners instructed Elinor Whaley, director of Recreation and Parks, to contact specified candidates regarding their interest in serving on the Board of Recreation and Parks. The candidates will be asked to familiarize themselves with the contents of the ordinance before making a commitment.

Douglas Everngam, associate county attorney, presented a Memorandum of Lease, which summarizes for recordation purposes the lease dated June 6, 1984 between the County Commissioners and the Mayor and Council of Federalsburg, lessor; and Edmund L. and Clyde E. Sisk, lessee, concerning shell building two, Federalsburg Industrial Park. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed the Memorandum.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter to the Board of Managers of Trice Towers Public Drainage Association informing them of a need to resolve a question that has arisen regarding attribution of benefited acreage, and requesting them to submit no later than November 20, 1984, a letter of request for appointment of a board of drainage viewers.

Upon a motion made by Mr. LeGates, and seconded by President Bell, Mr. Dean was designated as the County's representative on the Maryland Association of Counties Legislative Committee, with Mr. Richards as alternate.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized payment of \$35 to Barbara Rampmeyer, Ridgely, for poultry killed by unowned dogs.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously agreed to advertise for sealed bids on rental of seventy acres adjoining the Holly Road landfill. The land must be used for agricultural purposes. The term of the lease will be three years.

Alan Visintainer, county planner, and George Sands, library administrator, summarized architectural bids received on designing the renovation of the Federalsburg branch of the Caroline County public library. Upon their recommendation, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously accepted the low bid of Becker/Morgan Architects, Inc. in the amount of \$16,800. The design phase will take approximately four months, and the construction phase at least six months. All books and equipment will have to be moved to another location.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized Mr. Richards to proceed with hiring a personnel consultant to review certain positions that have undergone change.

Upon a motion made by President Bell, and seconded by Mr. LeGates, the Commissioners authorized Mr. Dean to sign vouchers on November 6 and December 26, 1984; meetings will not be held those weeks due to the holidays. The first meeting in 1985 will be held on Wednesday, January 2.

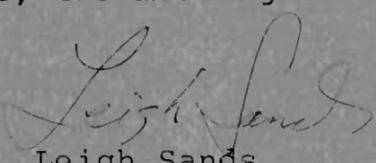
Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners authorized an employees' holiday on December 24, 1984, since virtually no business is transacted on that day.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter of representation to C. W. Amos & Company for the audit of 1983-84 records.

At 11:05 a.m., and as authorized by Article 76A, Section 11(a)(1), the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to meet with Mr. Visintainer.

The meeting reconvened in open session at 11:40 a.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

November 13, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, vouchers 24577-24668 and payroll checks 15792-15932 submitted on November 6, 1984 were reviewed and unanimously approved.

The following contingency fund resolutions submitted on November 6, 1984, were reviewed and unanimously approved:

For Preston's 350 celebration: The Lar Mar Company - \$36; Mabel Painter - \$100; Samuel A. Johnson - \$70.05; Adho, Inc. - \$90; Impressive Printing Company - \$205.35.

Maryland Unemployment Insurance - \$1,710.40 - benefits to former employees for quarter ending September 30, 1984.

William H. Hope & Associates, Inc. - \$2,592.95 - equipment and materials for Harmony Community Center (to be reimbursed by Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of October 30, 1984, were unanimously approved. Vouchers 24669-24785 were unanimously approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following resolution was unanimously approved and signed:

RESOLUTION 84-016
EQUAL OPPORTUNITY FOR THE HANDICAPPED

IT IS HEREBY RESOLVED BY THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, That the following shall be official County Government policy, effective immediately:

1. Caroline County, Maryland, shall provide equal opportunity to handicapped persons in all phases of government operation in a manner that will allow the handicapped to obtain the same result, gain the same benefit, or reach the same level of achievement as allowed other persons. No otherwise qualified handicapped persons, as defined in the United States Code, shall, solely by reason of handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, service, activity or practice of County government.
2. Caroline County, Maryland, shall make reasonable accommodation to the known physical and mental limitations of a qualified handicapped job applicant or employee, unless it can be demonstrated that the accommodation would impose an undue hardship on government operation.

IT IS FURTHER RESOLVED That the above policies, as they pertain to employment, shall be officially implemented by appropriate amendments to the Caroline County Personnel Ordinance and to the Personnel Regulations.

IT IS FURTHER RESOLVED That all County department heads shall receive written notification of their responsibilities to the handicapped under Section 504 of the United States Code, with particular attention to sections pertaining to program accessibility.

ADOPTED: November 13, 1984 COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a proclamation presented by Superintendent of Schools William Ecker, staff and kindergarten students that declares the week of November 11-17, 1984 as "American Education Week" in Caroline County.

The Commissioners reviewed Chesapeake College's approved budget transfers date 7/1/84-10/18/84, and upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously approved the transfer of the College's FY 1984 operating surplus (\$73,391) to its capital fund balance.

The Commissioners reviewed a salary study of sheriffs in Maryland in conjunction with a request by Sheriff Andrew to endorse legislation increasing his salary from \$20,000 annually to \$25,000. Mr. Richards pointed out that the requested amount is not unreasonable since the Sheriff has responsibility for the county jail, the police force, and court-related tasks. Sheriffs in other Maryland counties do not necessarily have full responsibility in all three of these areas, nor does Caroline receive enforcement assistance from a resident State trooper program as do other counties. Salaries can only be changed at four-year intervals. The requested amount will still be less than that paid to other elected State officials in Caroline.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed the following documents authorizing five-year lease/purchase of an IBM 6802 Copier 10 and a 6852 twenty-bin collator in the total amount of \$11,718.60 (includes financing): IBM Corporation Agreement for Purchase of IBM Machines; Installment Payment Agreement, State and Local Government; and Supplement to Agreement for Purchase of IBM Machines. Mr. Richards said a maintenance agreement is no longer obtainable on the copier presently serving the Courthouse due to its age and deterioration. The cost of the new machine will be recovered through user fees.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed purchase order 6407 in the amount of \$2,567.85 to Burris Foods, Inc., Milford, Delaware, for food for county jail inmates.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously appointed the following persons to the membership of the Caroline County Mental Health and Addictions Advisory Committee:

<u>Appointee</u>	<u>Representing</u>	<u>Term Ends</u>
Linda Boulais	Department of Social Services	1987
Carter Marsh	Department of Parole and Probation	1987
Pam Lardear	Clergy	1987
Francis Ricketts	Community	1987

In response to a request from the Board of Managers of Harrington Beaverdam Public Drainage Association, the Commissioners, upon a motion made by President Bell, and seconded by Mr. LeGates, agreed to contribute ten percent (\$1,560) toward the cost of repairing the ditch. The Soil Conservation Service will pay 75% of the cost. The managers will ask Queen Anne's County for a contribution since slightly less than half the ditch is located there.

In response to a request from the Board of Managers of West Henderson Public Drainage Association, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously agreed to contribute ten percent of the total ditch construction cost of \$51,200. As is customary, the money is granted on an "as available" basis, with prior requests taking precedence.

County Attorney George Nier presented the Commissioners with the Return of Board of Canvassers for Caroline County, Maryland, of General Election Held on November 6, 1984, certified by the Board of Election Supervisors. Mr. Richards read aloud the official results for the following:

Question A
Local Referendum

On the question of Code Home Rule status for Caroline County pursuant to Article 11F of the Maryland Constitution by a vote "For Adoption of Code Home Rule Status" or "Against Adoption of Code Home Rule Status."

FOR - 2877 Votes Received AGAINST - 1272 Votes Received

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously approved and signed the following proclamation, required by State law to be issued within ten days of receipt of certified election results on the ballot question:

PROCLAMATION
OF THE ADOPTION OF
CODE HOME RULE STATUS
FOR CAROLINE COUNTY

WHEREAS, on the 8th day of May, 1984, the County Commissioners of Caroline County, Maryland, adopted a resolution determining that the Board of County Commissioners would formally consider the adoption of Code Home Rule, pursuant to Article 25B of the Annotated Code of Maryland; and

WHEREAS, subsequent to the adoption of such resolution, public hearings were held pursuant to Article 25B of the Annotated Code of Maryland; and

WHEREAS, after such hearings were held the County Commissioners of Caroline County on June 5, 1984, passed a Resolution declaring that Caroline County shall operate under Article 11F of the Constitution of Maryland, subject to approval by the voters at referendum, and certified same to the Board of Election Supervisors for Caroline County, pursuant to Article 25B and Article 33 of the Annotated Code of Maryland; and

WHEREAS, such matter was presented to the registered voters of Caroline County, Maryland on November 6, 1984, pursuant to applicable provision of the law in the manner prescribed by Article 25B of the Annotated Code of Maryland; and

WHEREAS, the Supervisors of Elections for Caroline County, on the 8th day of November, 1984, certified the votes from such election to the County Commissioners of Caroline County by notification that the majority of those voting on such Question cast their votes in favor of the adoption of the Code Home Rule in Caroline County.

NOW, THEREFORE, THE COUNTY COMMISSIONERS OF CAROLINE COUNTY, MARYLAND, do hereby PROCLAIM the adoption of Code Home Rule status in Caroline County, pursuant to Section 7 of Article 25B of the Annotated Code of Maryland, to become effective on the 30th day following the date of this PROCLAMATION pursuant to said law.

PROCLAIMED this 13th day of November, 1984.

The Commissioners discussed the following memo from Mr. Richards:

Sixty days following the effective date of Code Home Rule, there will be a fifteen-day legislative session. This session is intended to allow the Commissioners to set up the new legislative program required under code. It also allows for the adoption of existing local laws either in total or as amended.

Because of the importance of this session, I would recommend the appointment of a "Special Legislative Commission" to plan for this session and make recommendations. I would recommend that this commission be composed of no more than ten members with a commissioner serving as chairman. Other members would include the other two commissioners, the county attorney and preferably appointees from the Governmental Study Commission.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously agreed to proceed as recommended. Several contacts will be made, with more to follow. The Commission will be assisted by the University of Maryland Institute for Governmental Service, the Maryland Association of Counties, and representatives from code counties.

Harper Lane, mayor of Ridgely and the Ridgely commissioners met with the Commissioners to request assistance with New Bell Street, which serves Coastal Chocolate, Inc. Truck traffic to and from the factory has caused the street to deteriorate. Because the company was granted a manufacturer's tax exemption on County and Town real property taxes for ten years, the Town has not had sufficient funds to pave and properly maintain the street. Charles Emerson, public works director, said that according to a 1980 discussion with the Town, the County estimated a cost of \$12,000 for tar and chip surfacing of approximately 1,000 feet of New Bell Street. Alan Visintainer, county planner, said the street really should be asphalt-paved in order to handle truck traffic. Mr. Richards said the same arrangement could be made now as was discussed then: obtain money for surfacing through the next Maryland Department of Transportation bond issue for local governments, and defer billing the Town for reimbursement until Coastal Chocolate's exemption expires in 1987-88. It was generally agreed that the County will send a letter to the Town informing them of the cost involved and payback period, and the Town will respond with a letter of commitment if the proposal is satisfactory. The Commissioners also requested that Seward Road be included in the County's road paving schedule for next year since it handles considerable school bus traffic and becomes impassable in winter. Mayor Lane stated that landowners have now agreed to made concessions to eliminate the two problem turns. The Commissioners informed the Town that when verification of necessary right-of-way has been received, the County will be able to decide where the road will figure in the paving program.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners accepted the proposal of The Selig Associates, Hillsboro, for reviewing, factoring, and writing new specifications for certain positions.

Ben Gordy and Carvel Leaf of C. W. Amos & Company presented the County financial report for the year ending June 30, 1984. Mr. Gordy said that the excess of revenue over expenditures was \$245,000. This will not be allowed to stand as surplus, but will, as required by law, be reappropriated in the FY 1985-85 budget (the 1984-85 budget having already been struck). The accompanying management letter made the following recommendations: (1) The current accounting system offers little assistance in cash management and fiscal planning. The County should continue its investigation into computer purchase; (2) Tax sales should be scheduled annually instead of biennially to generate as much working capital as possible; and (3) Separate records should be maintained on each capital project to allow better tracking. The letter concluded with a commendation of Barbara Spicher, chief account clerk, and Shirley Tribbitt, deputy treasurer, for their excellent work in records management.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

November 20, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
John S. LeGates

Absent: Charles T. Dean, Sr.
Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the minutes of the previous regular meeting of November 13, 1984, were approved. Vouchers 24786-24870 were approved for payment. Payroll checks 15935-16083 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$200 - Nily Realty, Inc. - appraisal of property at Ganey's Wharf (to be reimbursed through Program Open Space).

Upon a motion made by Mr. LeGates, and seconded by President Bell, the following check drawn against the contingency fund was approved for release: \$90 - C. L. Johansen - appraisal of property in Jonestown (to be reimbursed through Program Open Space).

The Commissioners signed State Department of Assessments and Taxation Change Reports numbers 105-116.

By unanimous consent, President Bell signed a letter to William Hellmann, secretary of the Maryland Department of Transportation, confirming the continuing interest of the County Commissioners in acquiring two parcels of unused land in Denton as a potential location of the new consolidated offices of the Health Department; and requesting the secretary's assistance in obtaining a response regarding availability since the County's original inquiry to MDOT was made in March 1984.

The Commissioners accepted with great pleasure a photographic portrait of Franklin Pierce Medford, County Commissioner from 1903 to 1909, given to the County by Rebecca Medford Petrik, Denton, his daughter. The portrait, which is framed in a walnut shadowbox with a brass identification plate, was presented to the Commissioners in commemoration of Maryland's 350th Anniversary.

Paul Wise, economic development administrator, reported on the following: (1) The reception for 125 businessmen, primarily Japanese, sponsored in New York City by Chesapeake Country Economic development Corporation was a solid success, with several serious expressions of interest received.

(2) Sisk Fulfillment, lessee of shell building two, Federalsburg Industrial Park, will begin operation sometime in early 1985, and will employ approximately forty people.

(3) Road construction in the Denton Industrial Park is proceeding on schedule.

(4) Plans for a shell building for the Denton Industrial Park are being formulated, and should be ready for the Commissioners' review and approval in early 1985.

(5) The Federalsburg sewer moratorium is still in effect but progress is being made.

Elinor Whaley, director of Recreation and Parks, reported that the six candidates for appointment to the new Recreation and Parks Advisory Board have reviewed the recently passed ordinance establishing the Board and defining its duties, and have all agreed to serve. Appointments will be made at next week's meeting.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands
Leigh Sands
Clerk

November 27, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:45 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of November 20, 1984, were unanimously approved. Vouchers 24871-24928 were unanimously approved for payment.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously authorized invitation-to-bid on one low bed trailer for the public works department.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously accepted the low bid of Watkins Trucks, Inc., Harrington, Delaware, in the amount of \$51,739 for project CC-TT-9484, roll-off truck, and rejected all other bids submitted.

Upon a motion made by President Bell, and seconded by Mr. Dean, the Commissioners unanimously accepted the third low bid of Accurate Division of Western Capital Corporation, Williamstown, New Jersey, in the amount of \$16,712 for project CC-TT-9484, hoist, and rejected all other bids submitted. First and second low bids did not meet specifications.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved payment of the dog damage claim of Robert Lee Cohee, Preston, in the amount of \$257.22, seventy percent of the total amount of the claim.

Upon a motion made by President Bell, and seconded by Mr. LeGates, the Commissioners unanimously approved payment to the three members of the Board of Election Supervisors in the amount of \$20 each (\$10 per diem) for work pertaining to absentee balloting for the 1984 general election.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a Program Open Space project agreement for development of five acres of Lockerman School Community Park, Denton, to include backstop, protective fencing, outfield fencing, field lighting and a picnic area. The State will pay 75% of the total cost of \$10,000. Ms. Whaley explained that the possibility of using surplus school lighting was explored, but was found to be more costly to install and operate than the total cost of new, more efficient lighting.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved and signed a Program Open Space project agreement for the acquisition of .5 acres,

known as the Wolfe property, for use as the Jonestown Community Park. The State will pay 93% of the total cost of \$4,011. Cost to the County will be \$250.

Ms. Whaley reported that the Chesapeake Bay Acid Rain Foundation has required the use of Choptank Marina as a base of operations for a Choptank River rockfish tagging project. She does not feel the project will cause problems for the marina or marina users. Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously authorized the Foundation to use the marina for the tagging operation. Ms. Whaley will see that papers are prepared releasing the County from liability in the event of injury or damage.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the Commissioners unanimously appointed the following persons to the recreated Recreation and Parks Advisory Board: Thomas Blunt, Ridgely; Eleanor Voshell, Marydel; James Bilbrough, Denton; William Brown, Denton; Gary Bee, Federalsburg; and Linda Fairbanks, Preston. The following are also members on an ex-officio basis for length of term: a County Commissioner, the chairman of the Planning Commission or his designee, and the president of the Board of Education or her designee. Members Blunt, Bilbrough and Bee will serve four-year terms. Members Voshell, Brown and Fairbanks will serve three-year terms. Terms commence on January 1, 1985.

President Bell signed renewal licenses for four junkyards. Mr. Richards reported that all junkyards have received written notification that they must come into full compliance with junkyard and zoning ordinances before renewals will be issued. Court action will be considered against operators who refuse to comply.

Paul Wise, economic development administrator, reported that the Economic Development Commission will be meeting this week with State officials regarding a \$500,000 grant from the federal Economic Development Authority to the State of Maryland for small business loans. Caroline businesses will be eligible to receive a small portion of the loan funds, Mr. Wise said.

There being no further business, the meeting of the County Commissioners was adjourned.

Leigh Sands

Leigh Sands
Clerk

December 4, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of November 27, 1984, were unanimously approved with one correction. Vouchers 24929-25023 were approved for payment. Payroll checks 16086-16229 were approved for release.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$500.00 - Robert L. Willey, CPA - services rendered for limited examination of books and records of Coolspring PDA for July 1, 1977 thru June 4, 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$240.77 - Southern States Cooperative - spreading of 1.52 tons of soil on three little league ballfields prior to working up and reseeding (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$4,390.00 - Burris Fences - delivery and installation of backstop and sideline fencing at Harmony Community Park (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$90.00 - Everett M. Adams - appraisal of property in Jonestown (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn from the Solid Waste Disposal Capital account was unanimously approved for release: \$2,500.00 - Andrew, Miller & Associates, Inc. - engineering services for design of solid waste compaction and transfer station in conjunction with Preston sewerage project.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the bid of M&L Equipment, Inc., Baltimore, for one Galbreath GP-250 hydraulic compactor and one Galbreath PR-2090 container in the total amount of \$12,135 (\$8,155 and \$3,980 respectively) for project #CC-TT-9484, and rejected all other bids submitted. Their selection was made in concurrence with the opinion of George Nier, county attorney. Mr. Nier will file a written opinion for the record.

Patricia Clarke, director of Upper Shore Aging, met with the Commissioners to recommend their participation in a Public Transportation Technical Study that Kent County has initiated. The federal government currently has Section 18 funds available for development of mass transit systems, but project feasibility studies must first be performed in order for applicants to be eligible to receive funds. Kent County will be requesting proposals from professional organizations in January, so a decision on participation is needed as soon as possible. Ms. Clarke pointed out that the Maryland Rural Development Corporation's new transit system will only be available to Medicaid recipients. Sixty percent of citizens using USA services are not eligible for Medicaid. Mr. Richards said there is a demonstrated need for transportation in the county, that lack of it is a primary reason for unemployment here, and that he frequently hears from the health department and social services regarding their clients' transportation difficulties. The Commissioners expressed doubts about the feasibility of such a program in Caroline County, but upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously authorized the expenditure of approximately \$500 to participate in the feasibility study. At the conclusion of the study, which will take about six months, a decision will be made on further involvement. Ms. Clarke asked the Commissioners to appoint two Caroline representatives to review the proposals received for conducting the studies, citing County administration, the planning office, the health department, social services, or the Private Industry Council as desirable sources.

Commissioner LeGates agreed to attend the annual county conservation tour to be conducted on December 13, 1984.

By unanimous consent, President Bell was designated as the Commissioner representative on the new Recreation and Parks Advisory Board.

The Commissioners instructed staff to arrange a meeting with the Town governments in mid to late January to discuss tax differential.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed an agreement with the Maryland Department of Health and Mental Hygiene regarding general local health services under the terms of the Case formula for FY 1984-85. Caroline County agrees to provide \$230,906 to the health department, and the State \$312,901. The total health department budget entails other items not covered by the Case formula.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved a rental fee system for the Denton Armory prepared by Elinor Whaley, director of Recreation and Parks. Use of the armory is classified as prime-time or nonprime-time, and users are classified as profit or nonprofit time and to nonprofit organizations. The Commissioners also reviewed the building and grounds use contract, and the rules and regulations.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a letter of intent to participate in the 1985 Maryland Housing Rehabilitation Loan program being offered by the Community Development Administration. No direct cost to the County is involved. Caroline's loan fund allocation is \$33,540.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners reappointed John Rieck, Preston, to the Caroline County Ethics Commission for a three-year term retroactive to September 1, 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners, following review of the dog damage claim form submitted by Charles Hawkins, Denton, unanimously agreed that, due to insufficient evidence, payment could not be made.

There being no further business, the meeting of the County Commissioners was adjourned.



Leigh Sands
Clerk

December 11, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of December 4, 1984, were unanimously approved. Vouchers 24024-24030 and 24032-25104 were unanimously approved for payment.

By unanimous consent, the Commissioners signed State Department of Assessments and Taxation Assessment Change Report Nos. 117-124.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed a proclamation encouraging businesses in the county to utilize the services and employ participants of programs conducted by the Upper Shore Private Industry Council.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed a proclamation declaring January 1985 as Eye Health Care Month in Caroline County.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed a statement of concurrence for the Title III, Dislocated Worker Grant, Modification 03, as requested by the Upper Shore Private Industry Council. The grant will be decreased from \$107,000 to \$72,350, which the Private Industry Council feels is more than adequate to support dislocated workers in the five-county area through the grant period.

The Commissioners reviewed a letter from the state clearing-house for Intergovernmental Assistance that synthesizes public comment recently received on ditch construction proposed in the area of the Goldsboro watershed. The comments, which are largely negative, refer to possible environmental damage.

Dr. John Grant, health officer, introduced Janet Pfeffer, State health educator, and administrator of the Healthy People project. The project is a program of the Caroline and Talbot Health Departments to help all mid-Shore residents feel better and enjoy life longer by choosing habits that lower the chances of stroke, cancer and heart disease. The habits include not smoking, eating low-cholesterol, low-fat foods, controlling weight, and exercising regularly. The project provides speakers, booklets and information services, community projects to help people change their habits, assistance to work places and groups in organizing programs, and community-wide special events.

George Nier, county attorney, presented for review the proposal pertaining to Laurel Grove Acres/People for Better Housing for a standing agreement for payment-in-lieu of taxes in the amount of 75% assessed. State law provides non-profit organizations the opportunity to negotiate with governments regarding payment of property taxes. The Commissioners orally agreed to a 75% PILT arrangement about a year ago. The agreement will be finalized at the next regular meeting.

At 10:30 a.m., as advertised the Commissioners held a public hearing regarding the proposed 1984 Review and Update of the Caroline County Solid Waste Management Plan. Alan Visintainer, county planner, read aloud the notice of public hearing and directed the Commissioners' attention to the Introduction, which reads as follows:

The Caroline County Solid Waste Management Plan has been adopted under authority of the Health-Environmental Article, Title 9, Annotated Code of Maryland. The Plan covers solid waste disposal systems and solid waste acceptance facilities for the ten-year period following adoption. This same law requires the County Commissioners to periodically review and update the Solid Waste Management Plan.

This review and update provides an opportunity to review the operation of Caroline County's Solid Waste Management System during the past several years, and to consider the direction of the program in the future. This review is particularly important at this time because of the major planning activities recently completed, including the Mid-Shore Resource Recovery Study.

Subsequent sections include Planning Information and Background Collection System, Landfills, Resource Recovery, and Hazardous Wastes. Town representatives from Denton, Ridgely and Greensboro were in attendance. President Bell called for public comment. Generally supportive comments were received from the representatives. President Bell commended Mr. Visintainer on his fine work in preparing the plan. Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously adopted the following ordinance:

ADOPTION OF
CAROLINE COUNTY SOLID WASTE MANAGEMENT PLAN
ORDINANCE NUMBER 84-012

WHEREAS, the County Commissioners of Caroline County are required by the Environmental Health Article, Title 9, Annotated Code of Maryland, to adopt and periodically review a Caroline County Solid Waste Management Plan; and

WHEREAS, the Commissioners have held a duly advertised public hearing on the 1984 Review and Update of the Caroline County Solid Waste Management Plan.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT the 1984 Review and Update of the Caroline County Solid Waste Management Plan is adopted and shall be transmitted to the Maryland Department of Health and Mental Hygiene.

PASSED AND DULY ADOPTED this eleventh day of December 1984.

COUNTY COMMISSIONERS OF
CAROLINE COUNTY, MARYLAND

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners appointed the following persons from among those who had expressed interest to serve with the Commissioners and Mr. Richards on the Legislative Survey Committee previously discussed: George Nier, Roland Kent, V. Edwin Unger, Hilliard Gardner, Gary Schoonover, Jeanne Trice and Harry Rieck.

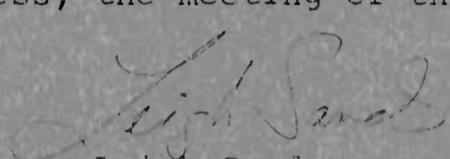
By unanimous consent, the Commissioners designated Mr. Richards and Betsey Krempasky, Planning Office, as county representatives in matters pertaining to the Public Transportation Technical Study initiated by Kent County, which will be completed in 1985.

At 11:20 a.m., and as authorized by SG 10-508(a)(1)(14) and (a)(1)(1), the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session to meet with Paul Wise, economic development administrator, Robert Willey, president of the Caroline Economic Development Commission, and Sandy Wright, vice-president, regarding loan funds for small businesses and industrial revenue bonds; and with Alan Visintainer regarding planning services.

The meeting reconvened in open session at 12:05 p.m.

The Commissioners signed a letter of appreciation to the Denton Lions Club for the young sweet gum tree, the new county tree, donated to the County. The club members, using a tree spade, planted the tree in an approved location in the southeast quadrant of the Courthouse green.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

December 18, 1984
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates
Edwin G. Richards, County Adm.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the minutes of the previous regular meeting of December 11, 1984 were unanimously approved. Vouchers 25105-25238 were approved for payment. Payroll checks 16232-16392 were unanimously approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$1,500.00 - Karen Kaludis - attorney fees regarding American Syn Fuels/Fuel Technologies (to be reimbursed by Syn Fuels).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$3,000 - Upper Shore Aging - allocation for FY 1984.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$600 - Maryland State Agency for Surplus Property - one low-bed trailer for use at County Roads.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following check drawn against the contingency fund was unanimously approved for release: \$205 - Southern States, Inc. - 500 pounds of grass seed for two little league fields at Denton Elementary School and Denton Lions Park (to be reimbursed through Program Open Space).

At 9:30 a.m., the Commissioners held an advertised bid opening for project CC-DC-112084, automotive diagnostic computer center for Public Works. The following bids received were publicly opened, read aloud and recorded:

<u>Bidder</u>	<u>Base Bid</u>
Wharton & Barnard, Inc. Milford, Delaware	\$ 23,440
Sun Electric Corporation Crystal Lake, Illinois	\$ 17,465

The bids were referred to staff for evaluation.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed confirmations of order Nos. 029301-00 and 029308-00 to Galbreath, Winamac, Indiana, for, respectively, one 40-cubic yard packer/receiver container, and one 2.25 cubic yard stationary compactor, per previous bid acceptance.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved and signed a Mutual Agreement with People for Better Housing, Inc., operating as Laurel Grove Acres, a non-profit housing corporation of Caroline County, that agrees to accept past and subsequent payments-in-lieu-of-taxes under certain conditions. Said payments shall equal 75% of the State and county real estate taxes assessed, and shall be due annually at the same time as real estate taxes. The agreement, which is retroactive to July 1, 1981, shall be reconsidered by the Commissioners on an annual basis, with an affidavit from the corporation being required. The Commissioners reserve the right to revoke the agreement and impose the regular tax assessment at any time.

Upon a motion made by President Bell, and seconded by Mr. Dean, the Commissioners unanimously agreed with the recommendation of the Caroline County Economic Development Commission to approve in principle the preliminary approval of proposal of Nationwide Fulfillment Systems, Inc., Sunset Boulevard, Ridgely to undertake the issuance of a 2.5 million dollar industrial revenue bond funding program for expansion purposes. Such approval in principle is given on the assumption that:

1. The County Commissioners have the legal capacity to act in the matter.
2. Adequate and competent bond counsel will be engaged by the applicant.
3. A reputable financial institution will provide a letter of interest and intention to purchase such bonds (Ref. letter of 12/11/84, First National Bank to County).

The Commissioners' approval is preliminary and tentative, and subject to formal resolution to be presented later by appointed bond counsel.

Following previous discussion and negotiation, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously approved and signed a contract with Alan D. Visintainer of Vitech Services, Denton, for provision of services as an independent contractor regarding the County Comprehensive Plan, coastal management coordination, and Maryland Natural Resources reporting requirements. The contract shall commence on January 1, 1985, and shall remain in force until June 30, 1986. Compensation shall be in eighteen monthly installments of \$1,333.33 each. Provision is made for increase in compensation if Maryland Department of Natural Resources grant funds increase.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners agreed that Mr. Visintainer must obtain errors and omissions insurance for all contracts he enters into with the county, and must provide a copy of the policy to the county.

Mr. Dean reported on the lectures and activities he attended at the annual winter meeting of the Maryland Association of Counties in Hunt Valley. Mr. Dean attended a special meeting with Attorney General Sachs. Thirteen counties are now being audited on their election practices by his office. Audits should be completed by March 1985. The director of the National Association of Counties stated at one of the conference seminars that, according to his conversations with President Reagan, revenue sharing, the coastal zone program, the Older Americans Act benefits, college student loans, and education funding will be proposed for elimination from the federal budget.

By unanimous consent, President Bell signed purchase order number 7508 to Burris Foods, Inc., Milford, Delaware, in the amount of \$3,102.55 for jail food items.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously signed Fourth Promissory Notes Extension Agreement with the Caroline County Bank, noteholder, whereby the bank agrees to extend until April 16, 1985 payment of the principal amount due of \$350,000, together with interest accruing from December 17, 1984.

By unanimous consent, the Commissioners authorized President Bell's signature on a letter to federal Soil Conservation Service officials recommending the designation of Richard Nagel, acting state conservationist, as state conservationist.

Following detailed description by Charles Hawkins, Denton, of events pertaining to his recent dog damage claim, the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously authorized payment in the amount of \$217.35, seventy percent of amount requested, contingent upon receipt of a written report from the Perdue representative who inspected the dead chickens. This action rescinds that of December 1984.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners signed a letter to the director of the Coastal Resources Division of the Maryland Tidewater Administration stating that as of January 1, 1985, Betsey Krempasky

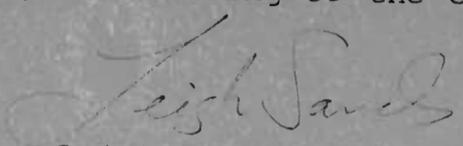
will become director of Planning and Codes Administration for Caroline County, that Alan Visintainer will be retained as a private consultant to fulfill the obligations of the current coastal zone contractual agreement, and requesting the necessary modifications to allow the use of Coastal Zone Management grant funds for contractual services.

By unanimous consent, the Commissioners signed a renewal of the required Public Official Bond in the amount of \$10,000 for Sheriff Louis C. Andrew, provided by Selected Risks Insurance Company. The bond is effective from December 1, 1984 through November 30, 1985.

At 11:05 a.m., and as authorized by SG 10-508(a)(1)(i) and (a)(8), the Commissioners, upon a motion made by Mr. Dean, and seconded by Mr. LeGates, unanimously adjourned into closed session regarding personnel and landfills.

The meeting reconvened in open session at 11:40 a.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk

January 2, 1985
Denton, Maryland

The regularly scheduled meeting of the County Commissioners of Caroline County convened at 9:30 a.m.

Present: Earl R. Bell, President
Charles T. Dean, Sr.
John S. LeGates

Absent: Edwin G. Richards

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the minutes of the previous regular meeting of December 18, 1984, were unanimously approved. Vouchers 25239-25242 and 25253-25338 were unanimously approved for payment. Payroll checks 16395-16534 were approved for release.

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$36.04 - Federal Paper & Chemical Company - bags used for the distribution of food items to the needy (to be reimbursed through Maryland Department of Education Food Distribution Section.)

Upon a motion made by Mr. LeGates, and seconded by Mr. Dean, the following check drawn against the contingency fund was unanimously approved for release: \$385.00 - N. W. Hayman Trucking, Inc. - transport of food for distribution to the needy (to be reimbursed through Maryland Department of Education Food Distribution Section).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously approved a journal entry to record payment of invoice #4475 in the amount of \$1,034.17 from Caroline County Roads Board for the construction of a baseball field at Harmony Community Center for the Department of Recreation and Parks (to be reimbursed through Program Open Space).

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners unanimously accepted the low bid of Sun Electric Corporation in the amount of \$17,465.00 for an automotive diagnostic computer center, project #CC-DC-112084, and rejected all other bids submitted.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, President Bell signed personnel transaction forms for George M. Fountain, public works, for a temporary upgrade, and for James G. Bailey, county jail, for back pay due.

Sheriff Andrew introduced Fred North, newly hired (replacement) investigator. President Bell commended the Sheriff on his fine administration, particularly as it pertained to the departmental budget, the 911 system, and civil defense.

Betsey Krempasky, county planner, introduced Charles Cook, new codes inspector.

Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the Commissioners approved a cash escrow agreement between Kal, Inc., subdivider, the Second National Building and Loan Association, and the County Commissioners. The subdivider agrees to establish an escrow account at Second National in the amount of \$40,250 for road construction and drainage improvements in Tanyard Estates, Section II. Road and drainage improvements are to be completed within twelve months of the escrow agreement date. The county planner is the Commissioners' representative regarding the agreement.

Grason Jones, representing C&P Telephone's Easton office, described the company's new electronic switching system, which will be much faster than existing electromechanical equipment. Installation will be complete in Easton, Trappe, Denton and Greensboro by October 1985. The remainder of Talbot and Caroline counties will be completed by September 1986. The new equipment makes available such convenience features as touchtone service, call waiting/forwarding, three-way calling, speed calling, etc. Conversions usually take place around midnight to minimize disruption of service. Long distance service will not be affected.

The Commissioners reviewed a notice of sale document regarding the County's forthcoming \$1,000,000 1985 public facilities bonds sale. Roger Redden of Piper & Marbury is serving as bond counsel.

President Bell signed a letter of congratulations to Wayne Murphy, newly-elected employee representative on the Personnel Review Board.

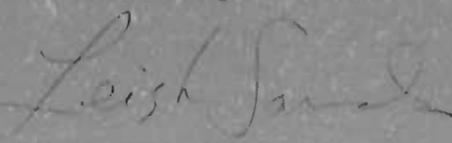
Upon a motion made by Mr. Dean, and seconded by Mr. LeGates, the following persons were unanimously reappointed to the Caroline County Commission on Aging, terms to expire on June 30 of the years indicated: Father Raymond Christ, 1985; Margaret Jolley, 1985; Ellen Elben (new appointee representing the Health Department), 1985; Mary Rost, 1986; Doris Wolter, 1986; and Maxine Magee (new appointee), 1986.

The Commissioners, by unanimous consent, instructed their clerk to notify Mid-Atlantic Toyota, Inc. that they are unable to accept the unsolicited Christmas gift of a clock, and request arrangement for return.

At 10:35 a.m., and as authorized by SG 10-508(a)(1), Annotated Code of Maryland, the Commissioners, upon a motion made by Mr. LeGates, and seconded by Mr. Dean, unanimously adjourned into closed session to discuss personnel matters regarding the planning/codes department.

The meeting reconvened in open session at 10:50 a.m.

There being no further business, the meeting of the County Commissioners was adjourned.


Leigh Sands
Clerk