

Annual Report Fiscal Year 2013



Dorchester County Council's Office
501 Court Lane
Cambridge, MD 21613

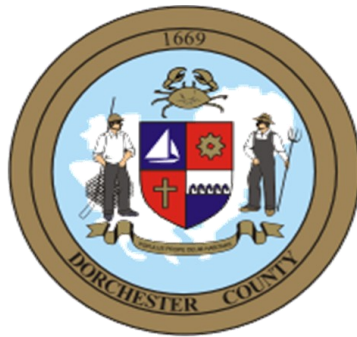
County History At A Glance

Established as a County in 1669

Homeland of Harriet Tubman, Underground Railroad conductor who led dozens of enslaved people to freedom and Anna Ella Carroll who assisted President Abraham Lincoln in the Civil War hailed from Dorchester County.

Also home to seven prior Governors for the State of Maryland: John Henry; Charles Goldsborough; Thomas King Carroll; Thomas Holiday Hicks; Henry Lloyd; Emerson C. Harrington; Phillips Lee Goldsborough.

The County Seal was designed by Andrew Tolley, a local high school student, and adopted by the County Council in 1967. It depicts a waterman holding a pair of oyster tongs and a crab pot facing a farmer holding a cornstalk and pitchfork with the popular "bluecrab" at the top. The center shield is divided to show county interests, sailing, religious heritage, industry and shorelines. The background is a map of the County surrounded by blue water. On the small banner under the shield is written in Latin "Populus prope deum habitans" or "people living under the care of God". The gold banded border is imprinted with the County's name and 1669, the year the County became a unit of government.



Dorchester County Council

District #1	Jay L. Newcomb
District #2	William V. Nichols
District #3	Ricky Travers
District #4	Rick Price
District #5	Tom Bradshaw

Message from the County Manager:

**I am pleased to present this Annual Report for
Dorchester County for Fiscal Year 2013.**

**This report is intended to showcase the County and
its resources and to provide up-to-date information
on the County's activities. Also included is
demographic information about the County and
fiscal explanations of the FY 2013 budget year.**

**The County Council and its staff continually seek to
achieve excellence in the provision of public
services, always recognizing that the constituents
deserve the utmost in customer service and care. It
is my pleasure to provide you with this summary of
local government activities.**

Sincerely,

**Jane Baynard
County Manager**

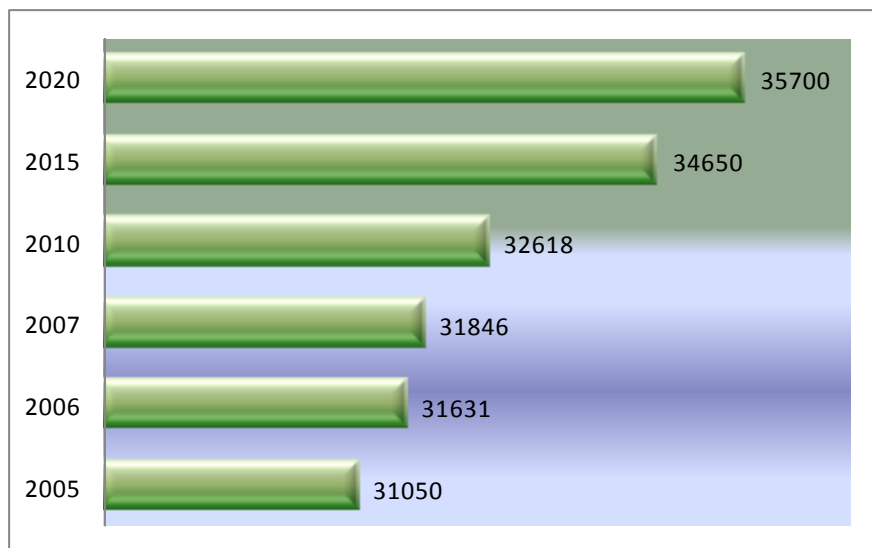
LOCAL GOVERNMENT GOALS AND PRIORITIES

- To provide good and efficient government recognizing reduced resources due to economic downturn and State budget impacts
- To adhere to the Charter of the County as adopted in 2002
- To manage all County resources with sound fiscal responsibility
- To appropriately plan for the needs of constituents
- To maintain service levels and seek ongoing efficiencies
- To make Dorchester County a desired place to live and work
- To welcome visitors to the County and showcase our heritage
- To protect natural and historic resources

Dorchester Demographics

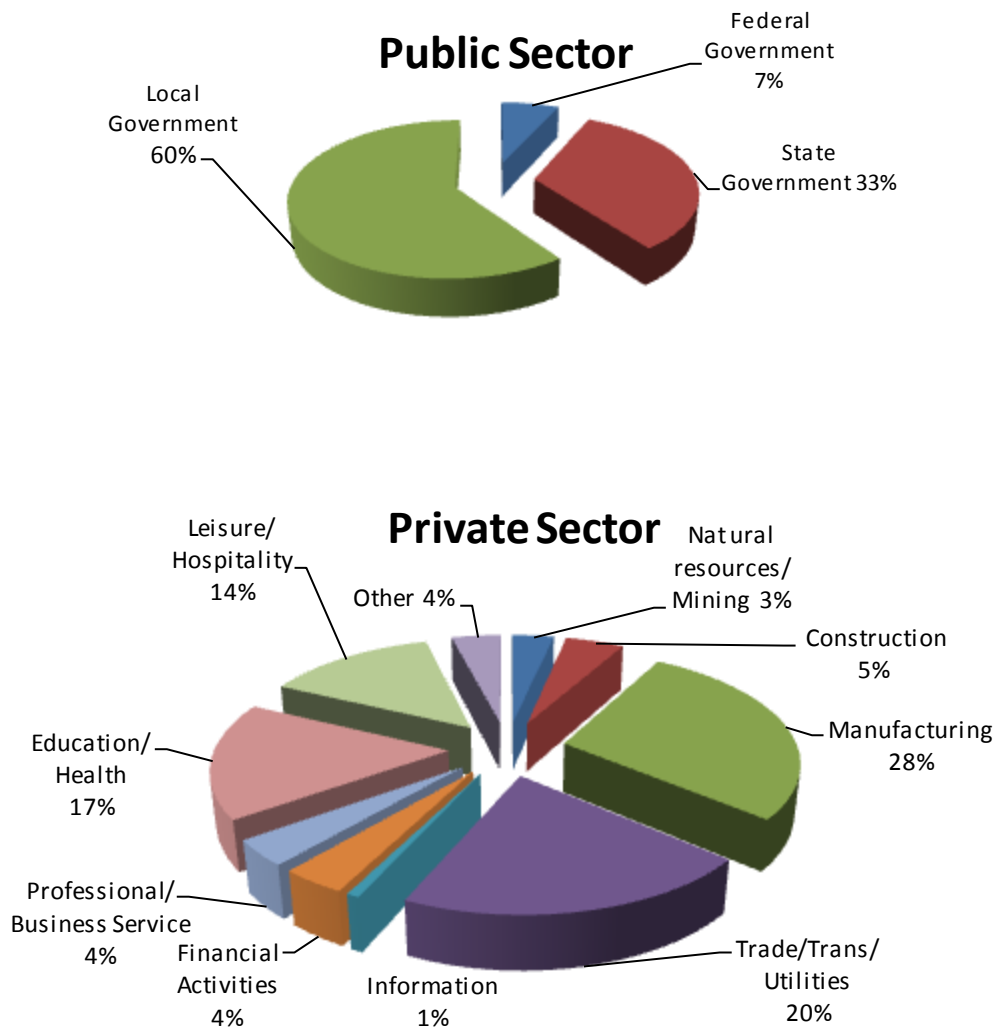
County Population

2005	31,050	2010	32,618
2006	31,631	2015 Projection	34,650
2007	31,846	2020 Projection	35,700



Dorchester Demographics (continued)

Employment Statistics



Source-Maryland Department of Business and Economic Development (2010 statistics)

2013 HIGHLIGHTS

COALITIONS

MARYLAND RURAL COUNTIES COALITION

Council agreed to join the Maryland Rural Counties Coalition, which consists of Allegany, Carroll, Frederick and Washington counties. The purpose of the formation of the coalition is to represent the unique needs and perspectives of rural counties in the State of Maryland to balance the decision-making process in Annapolis, including voicing collective concerns about local land use autonomy, septic and Chesapeake Bay water issues.

CLEAN CHESAPEAKE COALITION

Council, as stewards of taxpayers' dollars and advocates of improving the health of the Chesapeake Bay, agreed to invite other counties to participate in a coalition of local governments to ensure the accuracy and effectiveness of the Bay Total Maximum Daily Load (TMDL) regulations and Watershed Implementation Plans known as the TMDL Coalition. A press release announcing the formation of the coalition was issued on October 16, 2012. The first meeting was held on January 2, 2013 at which time the name of the coalition was changed to the Clean Chesapeake Coalition. The coalition members include: Dorchester County, Frederick County, Caroline County, Carroll County, Allegany County, Cecil County, and Kent County.

ACTION TAKEN PURSUANT TO COUNTY'S CHARTER

REDISTRICTING COMMISSION

Pursuant to Section 213 of the County's Charter, the Redistricting Commission was established by the County Council. The Commission, duly appointed, began its mission in FY12. In FY13 the Commission, at Council's February 19, 2013 meeting, formally presented a proposed Dorchester County Redistricting Plan. A public hearing was held on the plan on March 19, 2013. The new Redistricting Plan became law automatically within 90 days after the presentation.

2013 HIGHLIGHTS (continued)

ECONOMIC DEVELOPMENT PROJECTS

DORCHESTER REGIONAL TECHNOLOGY PARK

For the past several years Council has partnered with the City of Cambridge and federal/state agencies to construct the Dorchester Regional Technology Park, a 113 acre park with approximately 13 lots ranging from four to five acres. Water, sewer, broadband (fiber), and electrical infrastructure are now in place.

Council awarded a bid to Cassidy & Turley, a site selection firm/commercial real estate brokerage to partner with the County to market property.

DORCHESTER COUNTY EASTERN SHORE INNOVATION CENTER

The Council also made several decisions regarding proposed plans for the construction of a proposed incubator facility, (“Dorchester County Eastern Shore Innovation Center”) including the selection of Willow Construction as the design/build team. Willow Construction will develop designs, plans and total costs for this project. A grant application to the United States Department of Agriculture under the Rural Business Enterprise Grant Program was also submitted by Council for non-construction funds of \$225,000 with a local match of \$75,000 which is allocated in the Economic Development’s FY14 Operating Budget for the purchase of furniture, fixtures and equipment.

The Dorchester County Eastern Shore Innovation Center is to be located on 4.6 acres in the Technology Park and will include approximately 15,000 square feet of office space. This facility will serve small high technology start up businesses. Tenants will be able to access shared services and programs at this facility. It is the Council’s goal to provide small business owners the opportunity to grow and expand their businesses in Dorchester County.

County Budget Highlights

Per the County Charter, Council is required to adopt a balanced budget no later than May 31st of each year. The County's fiscal year is July 1st through June 30th.

In addition to funding County government services, Council provided funding to the Board of Education and Chesapeake College.

- 39.64% of General Fund Operating Budget is devoted to education.
- Number of public school facilities in County: seven elementary, three middle school and two high school.
- Dorchester County is one of five supporting counties for Chesapeake College, a local community college located in Wye Mills, Maryland. Other County partners include Caroline, Talbot, Queen Anne's and Kent.

The Current FY 2013 budget is \$55.7 million:

- \$53.4 million operating budget
- \$473,298 capital budget and \$1.9 million grant budget
- Includes Landfill and Airport Enterprise Funds

The Real Property Tax was maintained at \$0.976 per \$100 of assessed value.

A tax differential to offset duplicative services was provided in the form of a decreased County property tax rate within municipal limits of the City of Cambridge and the Town of Hurlock. The remaining seven municipalities received tax rebates.

County departmental budgets were either level funded or funded at levels below FY 2012, if requested by the Department Head. All agency funding was provided at FY 2012 funding levels with no new agencies being funded.

Changes relating to personnel included the elimination of the temporary County employee salary reduction and service reduction days; a 1% cost of living increase; and the transition of the County's health insurance for employees to a self insurance product due to excessive renewal estimates under the fully insured model. Council selected McWilliams Financial Group as the broker for these services.

In order to offset declining landfill activity and reduced revenues, the landfill tipping fee was increased from \$55 to \$60 per ton and the residential trash sticker was increased from \$40 to \$65 for senior citizens and from \$65 to \$100 for other users.

County Budget History

In September 2009 to offset anticipated loss of highway user funds (\$554,864 in FY 2009 and an additional \$1.8 million in FY 2010) and other State aid reductions which totaled \$1,823,405, Council agreed to:

- Freeze vacant positions and make various personnel adjustments
- Defer Comprehensive Plan Update
- Defer blacktopping and road surface treatment projects
- Reduce funding for Board of License Commissioners

In November 2009 to offset anticipated loss of income tax revenue for FY 2010 of approximately \$1.4 million, Council agreed to:

- Move forward with five service reduction days for all County employees in addition to a temporary salary reduction of 3.125%
- Allocate the remaining budget for GASB45 Annual Required Contribution for Post Retirement Benefits in FY 2010 and the FY 2009 audited Fund Balance toward operating costs

For FY 2010 due to the economic downturn of the loss of State Aid, the Council approved no capital program.

Additional Highway User Fund Reduction in 2010 General Assembly Session as a result of approved FY 2011 State budget resulted in another \$1.7 million reduction to local governments.

In FY 2012 due to the continued loss of the County's share of highway user funds for 2012 and beyond of more than \$4 million the following cost savings measures were taken:

- Increase of real property tax by 8 cents
- Workforce reductions
- Continued employee salary reductions and resulting service reduction days
- Replacement of capital and staff at critical needs only
- Across the board reductions in departmental and agency costs

The FY 2013 budget included the following:

- The termination of a temporary employee salary reduction, elimination of service reduction days and a 1% cost of living increase for County employees
- A \$70,000 reduction in Workers' Compensation costs for County employees due to cost saving measures implemented in the current fiscal year offset by a increase in Workers' Compensation costs for volunteer fire members for a net savings of \$57,000
- The transition of the County's health insurance for employees to a self insurance product due to excessive renewal estimates under the fully insured model
- Level funding of agencies and no new agency funding

Grant Activity

The adopted FY 2013 grant budget totaled \$1.9 million which included anticipated funds for the following programs:

- ◆ Family Services-Circuit Court
- ◆ Critical Areas-Planning and Zoning
- ◆ Governor's Office for Children-Local Management Board-Child and Family Services
- ◆ Sheriff's Office
- ◆ Marketing Tier II Grant, Maryland Heritage Area Authority Operating Grant-Tourism
- ◆ Program Open Space-Recreation and Parks

STATE GRANT FUNDING

Governor's Office of Crime Control and Prevention Funding for the Sheriff's Office:

- Overtime salary support for entry of protective orders
- Sex offender monitoring
- School bus safety enforcement
- Electronic transmittal of fingerprints
- Police protection in the subdivisions and qualifying municipalities of Maryland

Maryland Department of Natural Resources Waterway Improvement funding:

- Bestpitch facility parking lot improvements
- Replacement of bulkhead at Wingate Marina
- County-wide maintenance of marine facilities
- Marine facility trash container and portable restroom services

Maryland Heritage Area Authority funding:

- For the operation and management of the Heart of Chesapeake Heritage Area
- Marketing

Maryland State Highway Administration:

- For the installation of a self contained bicycle share facility at the Visitor's Center

Grant Activity (continued)

STATE GRANT FUNDING (continued)

Homeland Security Grant Funding:

- Emergency Management Performance Grant
- For law enforcement and Homeland Security, including
 - ♦ County Emergency Notification System
 - ♦ Equipment
 - ♦ Exercise and Training
 - ♦ Chemical, Biological, Radiological, Nuclear and Explosives (CBRNE) protection

Maryland Department of Housing and Community Development:

- To provide rental assistance to families who can demonstrate hardship
- For renovation of existing Salvation Army homeless shelter facility
- To support homelessness prevention and rapid re-housing assistance activities

Department of Business and Economic Development:

- For the Dorchester County Eastern Shore Innovation Center

Interoperability Emergency Communications Grant:

- To purchase radios/computer equipment for 911 Communications Center

Maryland Institute for Emergency Medical Services Systems:

- To purchase two LP15's (cardiac monitors) for Emergency Medical Services

Maryland Emergency Management Agency:

- For hazardous materials training

FEDERAL GRANT FUNDING

National Scenic Byways Program Funding:

- Heritage Murals Along Michener Chesapeake Country Scenic Byway

National Fish and Wildlife Federation:

- To perform a Septic Management District Feasibility Study

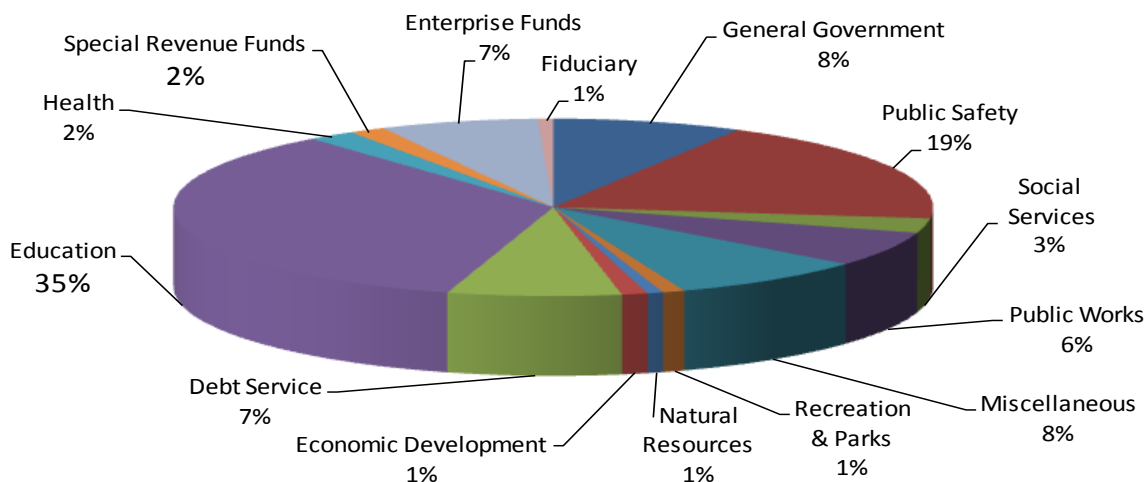
Budget in Brief

BUDGET SUMMARY—FY 2013

Operating Budget	\$ 53,433,200
Capital Budget	\$ 473,298
Grants Budget	\$ 1,874,712
Total County Budget	\$ 55,781,210

Operating Budget By Fund

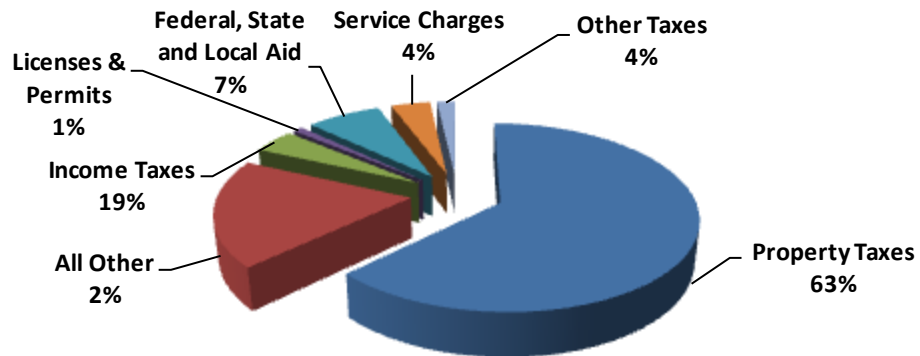
Governmental Funds	
General Government	\$ 4,513,927
Public Safety	\$10,561,074
Social Services	\$ 1,470,411
Public Works	\$ 3,569,480
Miscellaneous	\$ 4,654,443
Recreation and Parks	\$ 523,380
Natural Resources	\$ 372,999
Economic Development	\$ 614,492
Debt Service	\$ 4,115,730
Education	\$19,255,136
Health	\$ 1,133,641
Special Revenue Funds	
Transfer Tax	\$ 719,115
Tourism Marketing	\$ 102,000
Excise Tax	\$ 35,000
Enterprise Funds	
Airport	\$ 923,145
Solid Waste	\$ 2,846,237
Fiduciary-OPEB Trust	\$ 371,000



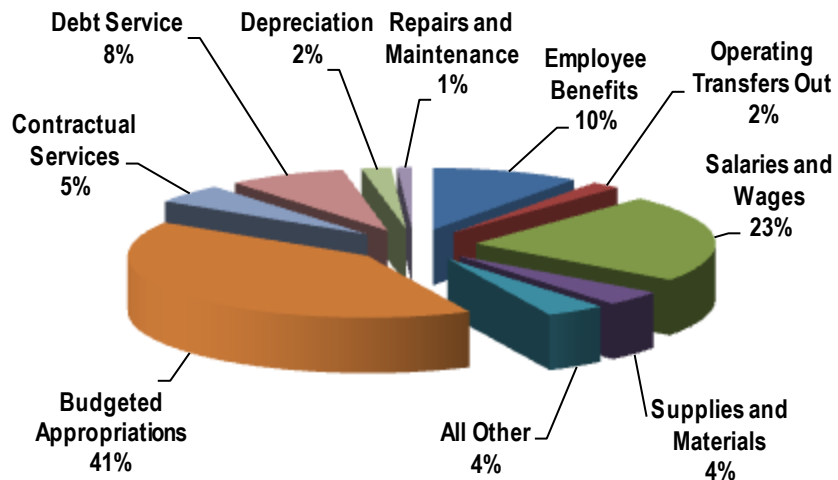
Budget in Brief (continued)

Operating Funds = \$53.4 Million

By Revenue Source



By Expenditure Type



Budget in Brief (continued)

County Bond Rating	
Moody's	A2
Standard & Poor's	A+
Real Property Tax Rate—FY2013	\$.976
Real Property Tax Revenue— FY2013	\$27,527,189
Homestead Property Tax Credit % Allowed (Reduced from 10% in Fiscal Year 2006)	5%
Personal Property Tax Rate	\$2.24
Personal Property Revenue (Dorchester County phasing out Personal Property Tax over 10 years)	\$2,981,584
Local Income Tax Rate	2.62%
Local Income Tax Revenue	\$ 9,227,702
Recordation Tax Rate (on each \$500 of the value of the transaction)	\$5.00
Recordation Tax Revenue	\$ 1,534,386
Transfer Tax Rate (% of total transaction value)	.75%
Transfer Tax Revenue	\$ 719,115
Hotel Tax	5%
Hotel Tax Revenue*	\$250,000

Source: Budgets, Tax Rates, & Selected Statistics—Fiscal Year 2013 published by the Maryland Association of Counties

Note: County's Share—Hotel tax shared with municipalities where establishment located—1% to County / 4% to municipality

Legislative Wrap Up

Resolutions

In Fiscal Year 2013 the Dorchester County Council adopted several resolutions pertaining to local government.

Supported a loan from the Department Of Business And Economic Development from the Maryland Economic Development Assistance Authority to Amick Farms LLC

Amended 911 Advisory Board membership to reflect changes in personnel, to remove an entity which no longer exists as a non-core member and to add the Director of Emergency Services as a core member

Authorized the FY14 Community Development grant application from Delmarva Community Services for the Chesapeake Grove site development and infrastructure for the Intergenerational Center and Senior Housing Project

Established an Americans with Disabilities Act Compliance Policy for Dorchester County

Consented and agreed to submit an application to Department of Business and Economic Development to recertify the Enterprise Zone within the City of Cambridge, Maryland

Supported an application to the Maryland Department of Business and Economic Development (DBED) for the purpose of re-designation of the Cambridge Arts and Entertainment District

Supported the submission of an application under the Community Development Block Grant Program from Channel Marker Foundation , Inc. for funds to repair old roofs and to remodel and improve the kitchens in its homes located at 503 and 505 Academy Street, Cambridge, Maryland

Reduced Appropriations and Expenditures in the County's FY 2013 Budget through an Administrative Resolution

Separated the County's fee schedule from the 2012-2013 Annual Budget and Appropriation Ordinance of Dorchester County and from future Budget and Appropriation Ordinances on May 15, 2012 to allow the opportunity to make any changes or amendments to this schedule, if necessary, periodically throughout the fiscal year

Supported the submission of the joint application of Delmarva Community Services and Habitat for Humanity Choptank to the Neighborhood Conservation Initiative Program for funds to acquire and rehabilitate houses for resale and blighted or abandoned properties for new housing

Legislative Wrap Up (continued)

Resolutions (continued)

Authorized the submittal of an application for Community Development Block Grant funds in the amount of \$70,000 to the Salvation Army for renovations to the homeless shelter

Supported the submission of an application by Habitat for Humanity Choptank under the Neighborhood Conservation Initiative Program for funds to acquire and rehabilitate houses for resale and blighted or abandoned properties for new housing

Supported a loan from the Department of Business and Economic Development from the Maryland Economic Development Assistance Authority to Protenergy Natural Foods, Inc.

Established a Bay Restoration Fee Financial Hardship Exemption

Amended membership for the Economic Development Advisory Council to include Tourism and Board of Education representatives

Supported the continuation of the New Beginnings Youth and Family Services Youth Development Program at Bay Country Apartments and Parkside Village Apartments to provide out of school activities beyond the traditional after school programs

Amended the County's Schedule of Fees to include an administrative variance fee under appeal cases and a minimum buffer mitigation fee under miscellaneous

Amended the 2004 Dorchester County Comprehensive Water and Sewer Plan to amend text and charts in the plan to identify the requests of the Town of Secretary and Town of East New Market for enhanced well production with the installation of a new well which will supplement the existing supply and improve distribution and overall water and waste water treatment at the plant which is shared between the Towns of Secretary and East New Market

Confirmed that the award of the Interstate Container Building Roof Replacement Project - Contract No. 12-01 to the low bidder RBCI, Inc. is premised, in part, on the waiver of the subcontractor limit in Section 12.04 of the Instructions to Bidders and Section 6.06.A of the Supplementary Conditions

Legislative Wrap Up (continued)

Local Legislation

As authorized under Charter government, in FY 2013 Council, sitting in duly advertised legislative session, enacted the following local laws after appropriate public hearings.

Adopted the 2013-2014 Annual Budget and Appropriation Ordinance of Dorchester County

Amended Section 65-6 (a), Article IV of Chapter 65 of the County Code to establish regulations for accessory structures from 300 square feet up to 500 square feet

Amended Chapter 140, Subdivision Regulations, Article II, Section 140-6, "Terms Defined," Section 140-4, "Applicability of Provisions," Section 140-21, "Approval Procedures," Section 140-25, "General Requirements," of the County Code, to establish standards and procedures by requiring regulations that apply to development within designated tier areas as established in the Sustainable Growth and Agricultural Preservation Act (SB 236)

Repealed and reenacted Section 150-14, "Sunken Vessels", of the County Code requiring that the owner of any sunken vessel within the waters of any public wharf, public harbor or marina shall remove and raise the vessel and authorizing the County to remove the boat, if the owner fails to do so, at cost and expense of owner of vessel

Repealed and reenacted the definition of a residential area in Section 116-3 of Chapter 116 of the Code entitled "Nuisance Control" from forty thousand (40,000) square feet or less per dwelling unit to two (2) acres per dwelling unit

2013 Maryland General Assembly Legislation

Council successfully sought State laws that impact Dorchester County as defined below.

Amend Section 10-410 (a) of the Natural Resources Article of the Annotated Code of Maryland to include paragraph VI to authorize a person to hunt turkey on specified public land on any Sunday during the spring turkey hunting season in Dorchester County

Amend Article 2B, Alcoholic Beverages, Section 2-208(a)(b)(f) to authorize the Comptroller of the State of Maryland to issue a Class 7 micro-brewery license to a holder of a Class D beer license in Dorchester County and to provide for the hours and days for consumer sales under the Class 7 micro-brewery license

Amend Title 13, "Gaming-Local Provisions", Subtitle 12, "Dorchester County", Sections 13-1202 to 13-1204, of the Criminal Law Article of the Annotated Code of Maryland to repeal a restriction that prohibits specified gaming licensees in Dorchester County from holding gaming events or carnivals on a Sunday

Amend Article 2B, Alcoholic Beverages, Section 8-210 to create in Dorchester County a refillable container license and authorizing the Board of License Commissioners to issue the license to holders of specified alcoholic beverages licenses

Fiscal Year 2013 At A Glance

County Council's Office

- Partnered with Finance Director in management of County budget
- Coordinated communications between Council and departments of local government, State and Federal legislators and various agencies
- Organized and kept record of Council's regular meetings, work sessions, special meetings and budget deliberations including preparation of meeting follow-up
- Drafted local legislation for Council's consideration-Council sat in legislative session 5 days in FY 2013
- Managed contracts, leases and Council appointed Boards and Committees
- Prepared commendations and proclamations
- Maintained appointment calendar for Council

Information/Technology

- Supported County staff in use of related computer equipment and maintained daily computer operations
- Maintained DocStar Imaging System scanners and assisted local schools with wireless infrastructure
- Continued to provide assistance to 911 Communications Center staff regarding Federal Communications Commission narrow banding requirements
- Received Council's approval to enter into a Second Amendment to the Tower Lease with Verizon Wireless for space on the County owned tower on Greenbriar Road in Cambridge
- Obtained authorization for the Council President to sign off on drawings for MarylandFirst to permit the State of Maryland to begin the installation of a 700 MHz radio point of presence at the Dorchester County Health Department at no cost to the County
- Sought and received Council's approval to execute a Confirmation of Consent for the installation of three antennas and ancillary equipment by AT&T on the County owned Bucktown Tower located at 2949 Greenbriar Road
- Installed video cameras in the Dorchester County Office Building in certain Departments and outside of the building

Human Resources

- Provided ongoing management support for employees and Department Heads/Elected Officials
- Acted as Liaison with Health Insurance Broker regarding employee health insurance coverage questions and liaison with State Retirement system to provide employees with information regarding retirement benefits
- Worked with United Fund, AFLAC, VALIC and Nationwide-third party benefit providers that employees may choose to participate with, at their full cost
- Provided information to State of Maryland Unemployment Office and attended hearings, if necessary
- Received approval from Council to purchase two "Notice All Activities Are Monitored By Video Cameras" signs regarding the use of video cameras in the Dorchester County Office Building, to be placed at the two main public entrances
- Prepared a draft resolution to adopt an "Americans with Disabilities Act Policy" and associated compliance forms, after conducting research, which Council approved on May 7, 2013

Fiscal Year 2013 At A Glance (continued)

Finance/Tax Collection

- Auctioned 350 properties and facilitated the sale of 248 properties during June 18, 2013 Tax Sale with 102 of those properties being sold to the County
- Monitored the County's fiscal position monthly
- Supported Council during the budget process
- Collected real property taxes which included the distribution of 21,751 tax bills
- Researched and drafted a resolution to institute a Maryland Bay Restoration Fee Financial Hardship Exemption for Dorchester County pursuant to House Bill 446 that was passed during the 2012 Maryland General Assembly legislative session, which Council approved

Planning and Zoning

- Staffed and attended meetings with the County Redistricting Commission regarding the revision of County Council districts as required by County Charter as a result of the decennial census count
- Continued to seek participation in the Community Rating System program, which is offered to communities that participate in the National Flood Plain Insurance Program, and provides incentives to encourage jurisdictions to adopt floodplain management activities and provides discounted insurance rates to flood insurance policy holders
- Received Council's approval to award to J&L Services, Inc., the lowest bidder, a contract for contractual services to conduct property clean-up under the County's Property Maintenance Code

Dorchester Community Partnership for Children and Families (formerly Local Management Board)

- Sought and obtained approval to waive bids and sole source with Housewarmers, LLC to conduct required audits and inspections for the Weatherization Assistance Program pursuant to new United States Department of Energy guidelines
- Allocated to the Sheriff's Office grant funds of \$45,000 in "overtime pay" to be used by deputies to conduct underage alcohol stings and provide coverage for prom, after prom and other community events to prevent underage drinking, with Council's approval
- Received Council's approval to accept the Maryland Department of Housing and Community Development 2013 Rental Assistance Agreement in the amount of \$40,000 to be used to provide rental assistance to families who can demonstrate financial hardship and its acknowledgement that Delmarva Community Services acts as the Community Action Agency for Dorchester County
- Submitted a grant application for \$3,000, with no local match, to establish an Early Childhood Advisory Council to review current data specific to early childhood education and identify opportunities and barriers to collaboration and coordination among early childhood education programs, parents and local agencies, with Council's approval
- Obtained Council's acceptance of a FY14 Healthy Families grant renewal in the amount of \$363,132, which is a "pass through grant" to the Dorchester County Health Department, which funds are to be used by Health Department staff to offer support to children from infancy and their families primarily in their homes.

Fiscal Year 2013 At A Glance (continued)

Tourism

- Obtained approval to sole source and hire Marcus Shelby, jazz musician, for a musical event during the Centennial Celebration of the life and legacy of Harriett Tubman
- Received Council's approval to sole source with Audessey Media to produce a smart phone application to augment the audio tour for the Harriet Tubman Underground Railroad Byway
- Installed, with Council's permission, an original painting of the Choptank River Lighthouse titled "Jewel of the Choptank" in the Visitors Center
- Sought and received Council's approval to award the bid for the fabrication and installation of 17 markers along the Harriet Tubman Underground Railroad Byway to Allied Signage, and to award the bid to prepare the sites to Bridges Land Management
- Received Council's approval to award a bid for the design and execution of a heritage-related mural along the Michener Chesapeake Country Scenic Byway for the caboose at the City of Cambridge's former railroad station on 200 Trenton Street utilizing grant funds
- Obtained approval to sole source with Delmarva Printing to print the new driving tour brochure and map guide to the Harriet Tubman Underground Railroad Byway utilizing grant funds

Recreation and Parks

- Held Annual "National Night Out" at Dorchester County Pool on August 6, 2013 with 294 attendees
- Dorchester County pool was open 72 of a possible 80 days
- Total public attendance at County pool for FY13 was 17,143 with average "per-day" attendance of 238 people and highest attendance of 658 on June 22, 2013
- Held sessions of swim lessons
- Offered the youth in the County opportunities to participate in team sports (soccer, football, softball) and fitness programs and team sports for adults
- Sought and received Council's approval to sole source and expend Program Open Space funds to purchase a replacement tube slide for the Dorchester County pool
- Obtained Council's approval to waive bids and expend FY14 Capital Budget funds to extend the light warranties of two of the County's three lighted fields for an additional 10 year period and to add a 10 year warranty for the third site

Soil Conservation

- Welcomed Dale Brown as the new Soil Conservation Director
- Continued to work with owners of poultry operations regarding the required installation of heavy use area pads (concrete) at the end of poultry houses
- Entered into a lease for 284.3 square feet of net usable space at the County Office Building on 501 Court Lane from August 1, 2012 through July 31, 2013 with a one year lease renewal option
- Received a donation from Council of \$250 to offset expenses relating to environmental and natural resource camp "The Land & Water Connection" for middle school aged children
- Held "The Land & Water Connection" camp from June 17 to June 21, 2013

Fiscal Year 2013 At A Glance (continued)

Detention Center

- Provided inmate labor for community programs and projects
- Received approval to purchase roof coating/sealer and brooms to recoat the Public Safety Complex roof and to utilize inmate labor, supervised by Detention Center maintenance staff, to perform the work
- Obtained approval to contract with a company to repair Global Control Module at the Detention Center
- Renewed contract with ABL Management, Inc. for inmate food services with Council's approval
- Sought and obtained approval to replace the repeater system for radios and a heater unit at Detention Center
- Received Council's approval to renew contract with ConMed Healthcare Management for inmate medical services

Emergency Services

- Welcomed Jeremy Goldman as the new Emergency Services Director, who was subsequently appointed by Governor Martin O'Malley as Director of Emergency Management for Dorchester County
- Received approval to waive bids and expend Eastern Shore Communications Alliance grant funds to purchase from Dell Corporation five computers to be used by administrative staff in the Divisions

Emergency Medical Services

- Continued services from four County Advanced Life Support stations in Hurlock, Madison, Eldorado-Brookview and Cambridge
- Provided, with Council's approval, emergency medical services for the Horn Point Spat Dash, a 5k/10k run on October 13, 2012
- Continued reviewing and submitting billing to Medical Claim Aid for the Dorchester County units and for volunteer fire companies
- Provided emergency medical services during Hurricane Sandy
- Received Maryland Institute for Emergency Medical Services system funding to purchase two cardiac monitors
- Obtained approval from Council to purchase five power stretchers
- Purchased, with Council's consent, an ambulance from the Church Creek Volunteer Fire Company
- Sought and received Council's approval to replace the shorelines at the 911 Communications Center for the reserve Emergency Medical Services units that are stored at that location

911 Communications Center

- Maintained communications with Emergency Services staff during Hurricane Sandy
- Received 57,209 Calls for Service with a total of 116,146 telephone calls answered by 911 Center personnel including 31,354 for the Dorchester County Sheriff's Office and 3,092 for Hurlock Police Department
- Awarded Interoperability Emergency Communications Grant funding to purchase radios/equipment
- Received a National Center for Missing & Exploited Children 911 Call Center Partner Program Award, the second agency in the State to receive the award
- Obtained Council's approval to execute a contract with Motorola Solutions, Inc. for a pager system upgrade

Emergency Management

- Continued to discuss with Delmarva Emergency Task Force and Maryland Emergency Management Agency evacuation routes and procedures for a major evacuation of the Eastern Shore
- Provided ongoing oversight of National Incident Management Systems program (NIMS), Local Emergency Planning Committee (LEPC) and Citizens Corps Council
- Continually maintained records and scheduled training for Dorchester County staff to be compliant with National Incident Management System regulations
- Worked with Emergency Services and Public Works staff during Hurricane Sandy

Fiscal Year 2013 At A Glance (continued)

Public Works

Highway

- Removed trash and debris from County roadsides upon citizen or Council request
- Performed routine maintenance on all marine facilities
- Received approval for the FY2012-2013 road program which reflected approximately 30 miles of resurfacing and tar and chip and approximately 21.42 miles of hot mix
- Maintained County roads including blacktopping, road signage, ditching, bushing, roadside mowing, bridge maintenance and operation of a maintenance/repair shop
- Obtained Council's approval to award the bid for towing services on an "as needed" basis to the lowest bidder, Jess Jrs. And Son, LLC, for a three year period
- Purchased a dump truck and replaced an emergency generator at Department of Public Works with Council's approval
- Sought and obtained approval to award a contract to a company for repairs to sand shed roof located at Highway Division on Handley Road which sustained wind damage during a storm
- Contracted with Asphalt Industries to purchase liquid bituminous materials for the surface of certain County roads, upon receipt of approval from Council

Engineering

- Performed routine grading permit, storm water management and subdivision road construction inspections
- Managed expenditures of Maryland Department of Natural Resources Waterway Improvement Grant funds to include County wide maintenance and trash and sanitary services at County marine facilities
- Obtained Council's approval to award a bid for materials for the replacement of the bulkhead at the Wingate Dock
- Received Council's authorization to sole source with KCE Engineering to provide professional engineering and survey services for the preparation of a monitoring and maintenance plan for the restoration of the County's mitigation bank at the Peach Orchard Creek property
- Worked with City of Cambridge representatives to obtain Council's approval to execute a storm water easement agreement across County owned property on School street to allow the City, as part of its combined sewer project, to disconnect a storm water inlet

Landfill

- Received approval to amend an existing contract with GCI Environmental Services to perform groundwater well monitoring services and reporting for Beulah Landfill, including Old Beulah, New Beulah and the Secretary and Golden Hill Landfills to include the preparation of an updated Environmental Monitoring Plan for Old Beulah Landfill
- Entered into contract with Maryland Environmental Service for solid waste management services until June 30, 2014, with Council's approval
- Recycled wood, metal and tires from Beulah Landfill
- Entered into contract with Maryland Environmental Services for engineering and design services relating to the capping of Old Beulah upon Council's approval
- Sought and obtained authorization from Council to amend agreement with Geosyntec Consultants to include work for required update of the New Beulah Sediment and Erosion Control Plan
- Obtained Council's approval to reconstruct oil recycling facility at Golden Hill Transfer Station including installation of a new double wall oil tank and the purchase of a secondary containment platform and a pre-manufactured shed, which was 100% reimbursable through a Maryland Used Oil Collection Program grant

Fiscal Year 2013 At A Glance (continued)

Public Works (continued)

Airport

- Participated in meetings regarding the construction of the Dorchester Regional Technology Park
- Negotiated a lease agreement between the Council and an entity for office space, at the Cambridge Dorchester Regional Airport Terminal building
- Continued fuel sales
- Submitted requests to Economic Development Administration for funding for Dorchester Regional Technology Park
- Obtained Council's approval to enter into a Special Event Agreement to hold Wings & Wheels event at the Airport on September 8, 2012
- Sought and received Council's acceptance of a Federal Aviation Administration Grant Agreement and a Maryland Aviation Administration Grant Award for the Cambridge Dorchester Airport Runway Extension Project

Maintenance

- Moved the oversight of the Maintenance Division to the Public Works Department
- Continued Recycling Program for County Offices and the Circuit Courthouse
- Received approval from Council to expend additional Transfer Tax funds for the repair of an additional 21 window sills at the Circuit Courthouse
- Maintained approximately 111,171 square feet of office space, including custodial services and approximately 14 acres of property
- Obtained Council's approval to replace hot water coil in bell tower air handling unit at the Circuit Courthouse
- Received Council's approval to award a bid for integrated pest management services contract for County owned buildings to Orkin Commercial Service

Economic Development

- Obtained Council's approval to award a bid for real estate services to market the Dorchester Regional Technology Park to Cassidy Turley
- Received general inquiries from individuals interested in starting a new business and assisted micro-businesses
- Participated in the Superintendent's Advisory Council and Business Partnership and Adopt-a-School Program Subcommittee, Mid-Shore Regional Council, Regional Transportation Advisory Council, Eastern Shore Entrepreneurship Center, Maryland Economic Development Association Board of Directors and joined the Eastern Shore Sister County International Council
- Received Council's acceptance of a resolution to support a Department of Business and Economic Development loan to Amick Farms, LLC, to purchase equipment to expand and upgrade its processing plant and provide a real property tax credit over a two year period as a County match
- Obtained approval from Council to extend an invitation to Shuyi Yin, Chief of International Programs, Suzhou Foreign Cooperation and Exchange Center, inviting him to tour Dorchester County to explore potential economic development opportunities
- Presented the proposed Economic Development Strategic Plan for Dorchester County which was approved by Council
- Sought and obtained Council's acceptance of a resolution supporting the City of Cambridge's application to the Department of Business and Economic Development to re-designate the newly expanded Cambridge Arts and Entertainment District
- Held an Economic Development Summit titled "Linking Economic Development & Technology in Rural America" on December 9 to December 10, 2013 at the Hyatt Regency Chesapeake Bay Golf Resort, Spa & Marina
- Obtained Council's approval to seek grant funding for the construction of a proposed Incubator Facility and authorization to select Willow Construction as the design team for the project

County Resource Directory

County Government

Dorchester County Council

Jane Baynard, County Manager
501 Court Lane
P.O. Box 26
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Phone: (410) 228-1700
E-mail: info@docogonet.com
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Board of License Commissioners

James Lurz, Liquor Inspector
501 Court Lane, Room 101
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Phone: (410) 901-1076
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Dorchester County Detention Center

Steve Mills, Warden
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Dorchester County Planning & Zoning

Steve Dodd, Director
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Dorchester County Office of Information Technology

Don Keyes, Director
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Dorchester County Economic Development

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Dorchester County Department of Finance

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Dorchester County Human Resources Office

Becky Dennis, Director
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Dorchester County Emergency Services

Jeremy Goldman, Emergency Services Director
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Emergency Management

Steve Garvin, Emergency Planner
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911 Center

Kim Browning, Communications Chief
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Emergency Medical Services

Pete Brelia, EMS Manager
829 Fieldcrest Road
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County Resource Directory

County Government (continued)

Dorchester County Tourism

Amanda Fenstermaker, Director
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Dorchester County Public Works

Tom Moore, Director
5435 Handley Road
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Landfill Division

5435 Handley Road
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Dorchester County Airport

Bob Tenanty, Airport Manager
and Senior Engineer
5263 Bucktown Road
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Maintenance Division

County Office Building
501 Court Lane
Cambridge, Maryland 21613
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Highway Division

Brian Chester, Highway Manager
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Dorchester Community Partnership for Children and Families

Nancy Shockley, Director
501 Court Lane, Room 103
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E-mail: nshockley@docogonet.com

Dorchester County Recreation and Parks

Scott Eberspacher, Director
446 Willis Street
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Phone: (410) 228-5578
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Soil Conservation District

Dale Brown, Director
501 Court Lane, Room 213
Cambridge, MD 21613
Phone: (410) 228-1323
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Dorchester County Sheriff's Office

James Phillips, Sheriff
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-4141
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Dorchester County Office of the State's Attorney

William Jones, State's Attorney
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County Resource Directory

Agencies that Serve the Public in Dorchester County

Assessments Office

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Clerk of Court

Amy Craig, Clerk
206 High Street
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Dorchester County Circuit Court

Brett Wilson, Judge
206 High Street
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Dorchester County Department of Social Services

William McDonnell, Director
627 Race Street
P.O. Box 217
Cambridge, Maryland 21613
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Elections Office

Kimberly K. Jones, Acting Director
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Dorchester County Board of Education

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Delmarva Community Services

Santo Grande, President/CEO
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Web Site: www.dcsdct.org

District Court of Maryland

Judge
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Dorchester County Public Library

Frances Cresswell, Interim Director
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University of Maryland

Dorchester County Extension Office

Conrad Arnold, Director
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County Resource Directory

Agencies that Serve the Public in Dorchester County (continued)

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Department of Environmental Health

William Forlifer, Director
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Dorchester County Register of Wills

Doris Lewis
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Veterans Administration

Janet Thomas, Director
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Dorchester County Health Department

Roger Harrell, M.H.A., Health Officer
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Baywater Animal Rescue

Suzette Stitely, Executive Director
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Dorchester County Sanitary District

Robert Tieder, Jr., District Chairman
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