

Annual Report Fiscal Year 2015



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

County History At A Glance

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 | Don B. Satterfield |
| 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 2015.**

**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 2015 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,

**Jeremy Goldman
County Manager**

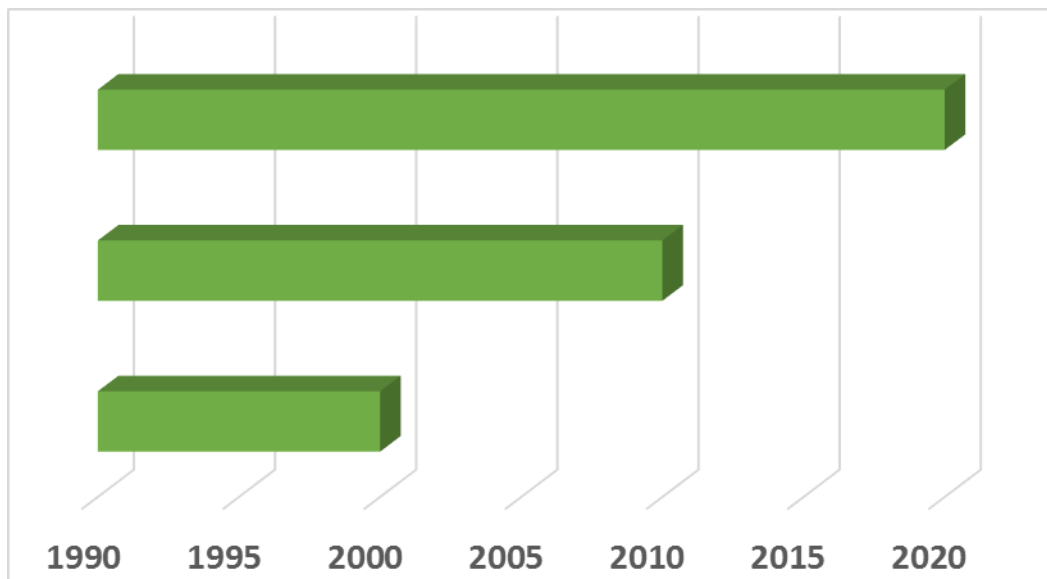
LOCAL GOVERNMENT GOALS AND PRIORITIES

- 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

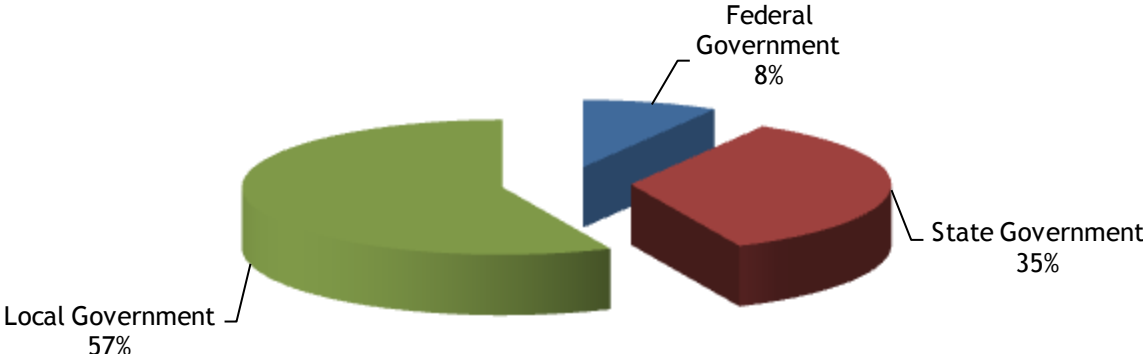
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|------|---------------------|
| 2000 | 30,674 |
| 2010 | 32,618 |
| 2020 | 34,800 (projection) |



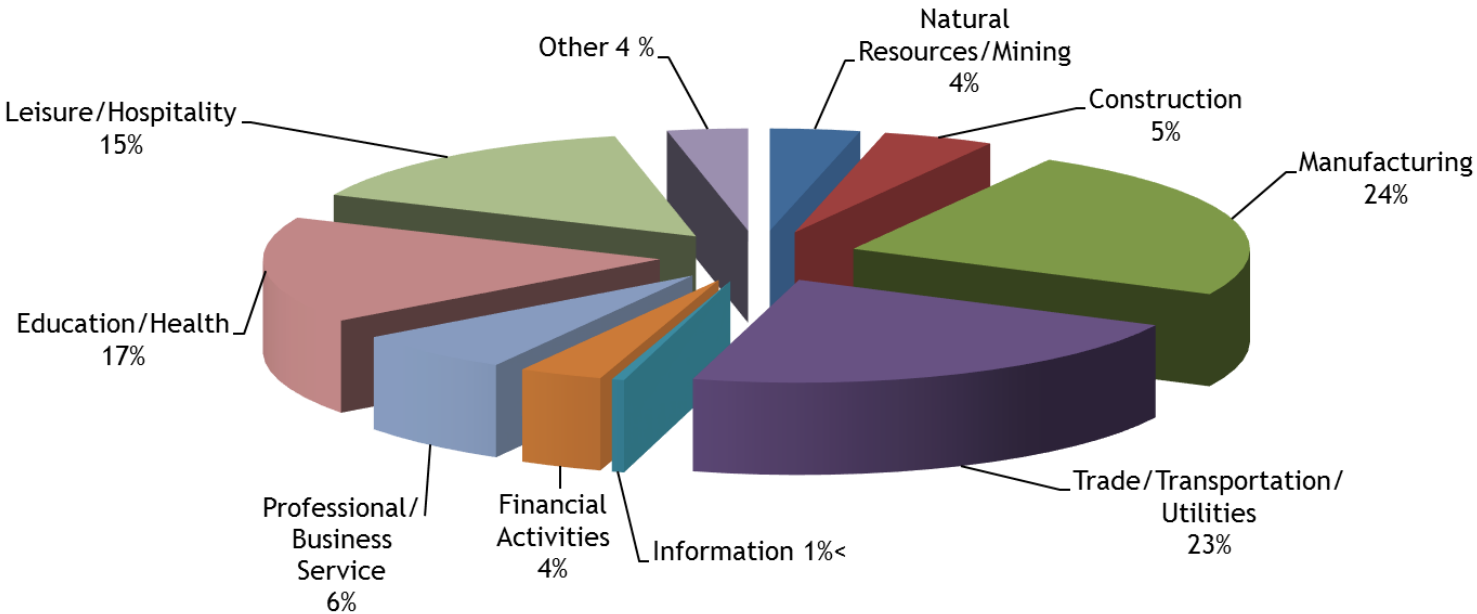
Dorchester Demographics (continued)

Employment Statistics

Public Sector



Private Sector



Source-Maryland Department of Business and Economic Development (2013 statistics)

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% 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 2015 budget is \$64.2 million:

- \$54.2 million operating budget
- \$7.6 million capital budget and \$2.3 million grant budget
- Includes Landfill and Airport Enterprise Funds

The County's real property tax rate of \$0.976 per \$100 of assessed value was maintained with a tax differential for the residents in the City of Cambridge (\$0.9320 per \$100 of assessed value) and the Town of Hurlock (\$0.9285 per \$100 of assessed value) based on duplicative services.

Included a 1% cost of living increase for County employees.

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 and 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 an increase in Workers' Compensation costs for volunteer fire members for a net savings of \$57,000
- Transition of the County's health insurance for employees to a self insured product due to excessive renewal estimates under the fully insured model
- Level funding of agencies and no new agency funding

The FY 2014 budget included the following:

- County employees received a 1% cost of living increase
- Self insured health insurance for employees was continued
- Adopted budget included \$1.9 million for PAYGO capital expenditures (utilizing fund balance remaining from prior fiscal years)

The FY2015 budget included the following:

- County employees received a 1% cost of living increase
- Self insured health insurance for employees was continued

Grant Activity

The adopted FY 2015 grant budget totaled \$2.3 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-Governors Office of Crime Control & Prevention
- ◆ Grant Administration-Finance
- ◆ Marketing Tier II Grant, Maryland Heritage Area Authority Operating Grant, IRONMAN Maryland-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
- Police protection in the subdivisions and qualifying municipalities of Maryland
- Overtime salary support under the STOP Gun Violence Reduction Grant Program

Maryland Heritage Area Authority Funding:

- Operation and management of the Heart of Chesapeake Country Heritage Area
- Marketing
- Design, painting and installation of murals along Chesapeake Country Scenic Byway

Maryland Emergency Management Agency:

- Hazardous materials training
- Support of local emergency management operations

Homeland Security Grant Funding:

- For law enforcement and Homeland Security including:
 - ◇ County emergency notification system
 - ◇ Equipment
 - ◇ Exercise and training
 - ◇ Chemical, biological, radiological, nuclear and explosives protection

Department of Natural Resources:

- Waterway Improvement Funds
 - ◇ Countywide maintenance of boat ramps and docks
 - ◇ Sanitary service at County marine facilities
- CoastSmart Communities
 - ◇ Update Dorchester County's Critical Areas Ordinance
- Maryland Abandoned Boat and Debris Program
 - ◇ To cover expenses associated with removal of abandoned boats and debris

Department of Environment:

- E-Cycling Event

Maryland Aviation Administration:

- Cambridge-Dorchester Regional Airport Environmental Assessment Study

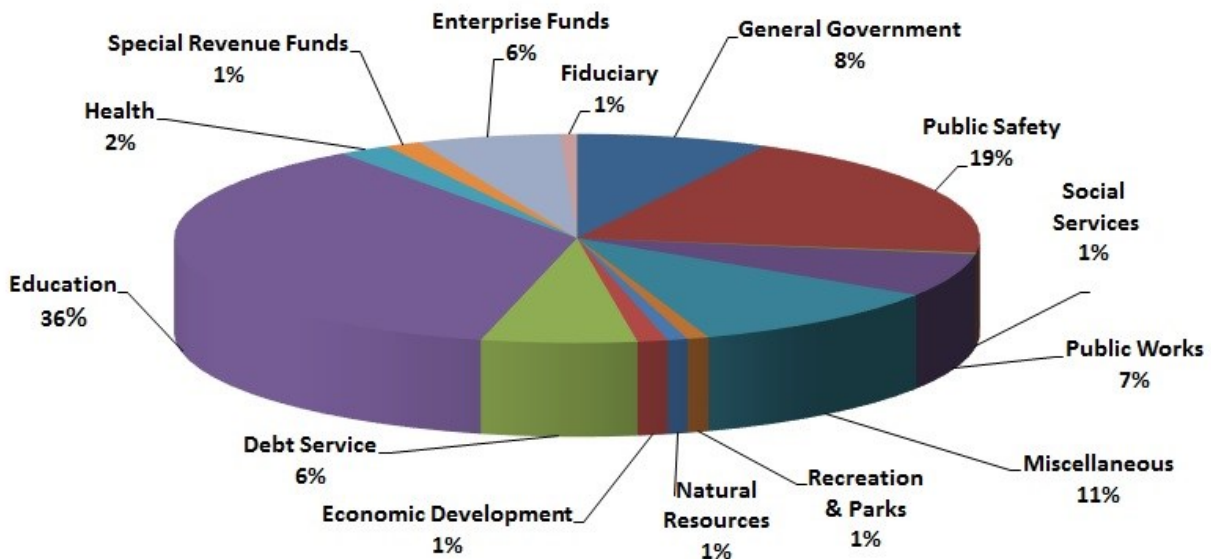
Budget in Brief

BUDGET SUMMARY—FY 2015

| | |
|----------------------------|----------------------|
| Operating Budget | \$ 54,246,559 |
| Capital Budget | \$ 7,649,660 |
| Grants Budget | \$ 2,307,355 |
| Total County Budget | \$ 64,203,574 |

Operating Budget By Fund

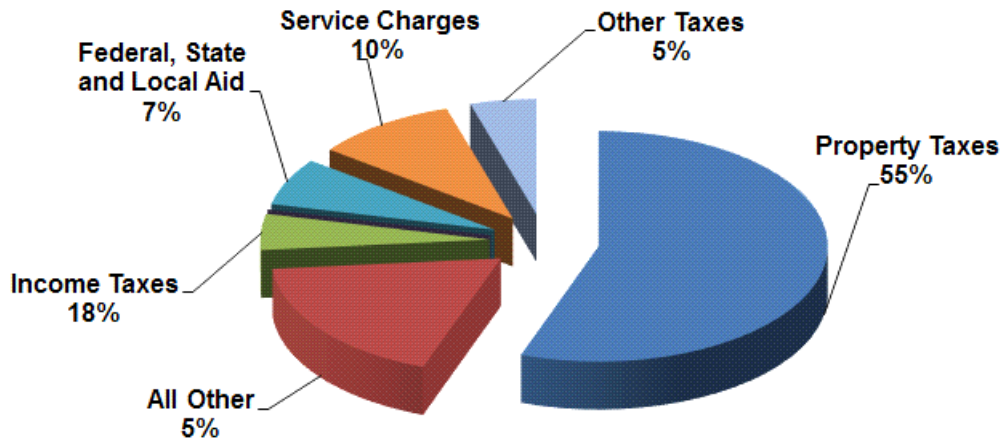
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| Governmental Funds | |
| General Government | \$ 4,205,034 |
| Public Safety | \$10,558,869 |
| Social Services | \$ 131,614 |
| Public Works | \$ 3,619,484 |
| Miscellaneous | \$ 5,748,276 |
| Recreation and Parks | |
| Natural Resources | \$ 441,011 |
| Economic Development | \$ 653,806 |
| Debt Service | \$ 3,376,756 |
| Education | \$ 19,645,119 |
| Health | \$ 1,133,641 |
| Special Revenue Funds | |
| Transfer Tax | \$ 776,550 |
| Enterprise Funds | |
| Airport | \$ 629,482 |
| Solid Waste | \$ 2,490,729 |
| Fiduciary-OPEB Trust | \$ 371,000 |



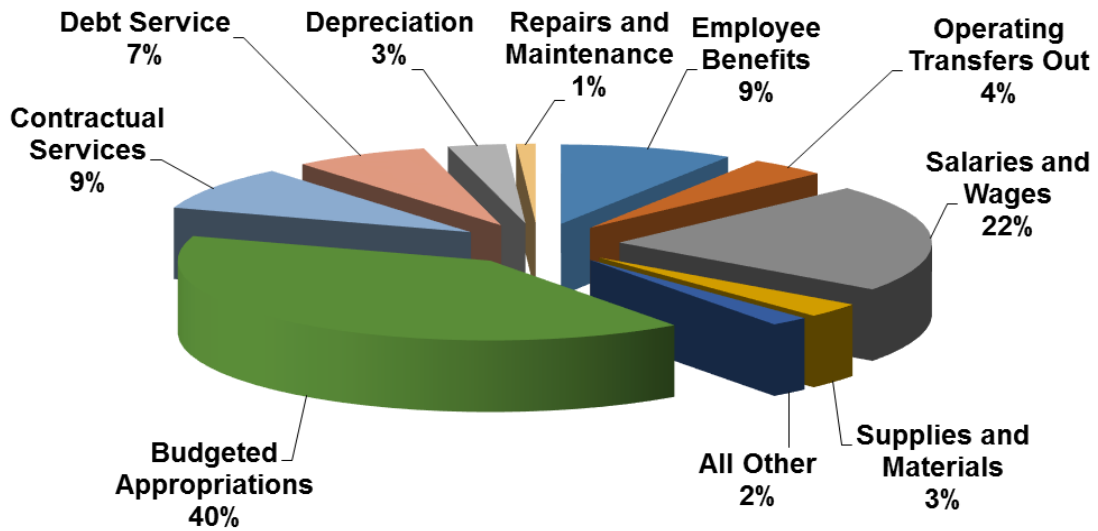
Budget in Brief (continued)

Operating Funds = \$54.2 Million

By Revenue Source



By Expenditure Type



Budget in Brief (continued)

| | |
|---|--------------|
| County Bond Rating | |
| Moody's | A2 |
| Standard & Poor's | AA- |
| Real Property Tax Rate—FY2015 | \$.976 |
| Real Property Tax Revenue— FY2015* | \$26,415,863 |
| Homestead Property Tax Credit % Allowed | 5% |
| Personal Property Tax Rate | \$2.24 |
| Personal Property Tax Revenue* | \$2,830,549 |
| <small>(Dorchester County phasing out Personal Property Tax over 10 years)</small> | |
| Local Income Tax Rate | 2.62% |
| Local Income Tax Revenue | \$11,829,991 |
| Recordation Tax Rate <small>(on each \$500 of the value of the transaction)</small> | \$5.00 |
| Recordation Tax Revenue* | \$1,262,253 |
| Transfer Tax Rate <small>(% of total transaction value)</small> | .75% |
| Transfer Tax Revenue* | \$703,685 |
| Hotel Tax | 5% |
| Hotel Tax Revenue** | \$300,000 |

Source: Budgets, Tax Rates, & Selected Statistics—Fiscal Year 2015 published by the Maryland Association of Counties

Note:

* Figures were provided prior to the audit and may change after it is conducted

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

Legislative Wrap Up

Resolutions

In Fiscal Year 2015 the Dorchester County Council adopted several resolutions pertaining to local government:

Declared official intent pursuant to U.S. Treasury Regulation Section 1.150-2 of Dorchester County, Maryland's intention to reimburse from the proceeds of one or more obligations to be issued or incurred by the County, prior expenditures made in connection with undertaking various capital expenditures related to the replacement of North Dorchester High School

Supported a Girl Scouts of the Chesapeake Bay "Girl Scouts Leadership Experience" project to provide Girls Residing in the Priority Funding Areas of the Nine Counties of the Eastern Shore of Maryland (Kent, Cecil, Queen Anne's, Talbot, Caroline, Dorchester, Wicomico, Worcester, and Somerset)

Supported the submission of an application of Delmarva Community Services from the Maryland Community Development Block Grant Program for funds to support rehabilitation of a transitional home and homes for developmentally disabled individuals in Dorchester County

Adopted a resolution to allow the Maryland State Police to continue to serve as the primary law enforcement unit in the County in regards to enforcement relating to junk dealer or scrap metal processors

Amended the County's Schedule of Fees

Accepted a bid to sell Property No. #14-006036, which is described as .15 acres, S/S Route 50, 3723 Ocean Gateway, that the County acquired via tax sale

Amended the County's Business Meals Policy

Accepted bids to purchase the following tax sale properties: 1) 1917 Bishops Head Road, Toddville, Maryland; and 2) 4717 Petersburg Back Street, Hurlock, Maryland

Accepted bids to purchase the following tax sale properties: 1) Property #01-002821, .07 acres N of Indiantown Rd, W/S Marshyhope Creek; 2) Property #03-039269, .50 acres S/S Kraft Rd/4809 Kraft Rd; 3) Property #05-072352, Imps 2.38 acres, S/S Andrews Road/2251 Andrews Rd; and 4) Property #07-137524, Lot 17, 2,500 sq. ft., N/S Edgewood Ave.-Add., Cambridge

Amended membership and the terms for the Economic Development Advisory Council and to add the selection of a Vice Chairman from the members

Legislative Wrap Up (continued)

Resolutions (continued)

Authorized a loan from the Department of Business and Economic Development from the Maryland Economic Development Assistance Authority to Dorchester County in the amount of \$1,263,550 to use for the purpose of constructing an incubator facility and to authorize the Council President, to execute documents relating to this loan

Provided for the issuance by Dorchester County a general obligation installment note to be designated “Dorchester County, Maryland Chesapeake College Project Note of 2014”, in order to finance or reimburse the County’s share of the costs of the construction, furnishing and equipping of the Chesapeake College Center for Allied Health and to correspondingly evidence and secure the County’s obligation to pay its share of the debt service on certain general obligation bonds issued by Queen Anne’s County, Maryland for that purpose

Local Legislation

As authorized under Charter government, in FY 2015 Council, sitting in duly advertised legislative session, enacted the following local laws after appropriate public hearings:

Repealed the dwelling unit fire sprinkler systems exemption provided for in Chapter 65, entitled Building Code, Article IV, International Residential Code Section 65-6(Y) in the County Code and to provide that the act does not apply to building permits for one and two family dwellings filed on or before June 30, 2015

Added a new Chapter 63 entitled “Burial Sites Preservation” to the County Code to provide for the protection and preservation of burial sites, cemeteries, burial grounds and funerary objects in Dorchester County including, trees, shrubs and, plantings located thereat not to preclude routine maintenance

Adopted 2015-2016 Annual Budget and Appropriation Ordinance of Dorchester County

Amended Chapter 155, entitled Zoning Ordinance, Section 155-50, NN, Supplementary Use Regulations, Section 155-13, Terms Defined, and Section 155 Attachment 1, Table Of Permitted Uses of the Dorchester County Code to add retreat center or camp as a special exception use in the AC, Agricultural Conservation, RC, Resource Conservation, and AC-RCA, Agricultural Conservation - Resource Conservation area districts, to add the definition for a retreat center or camp and include supplementary use regulations

Legislative Wrap Up (continued)

Local Legislation (continued)

Repealed and reenacted Chapter 100 of the Dorchester County Code entitled "Grading, Erosion And Sediment Control" providing for the protection, maintenance and enhancement, public safety and general welfare by establishing minimum requirements and procedures to control the adverse impacts associated with accelerated soil erosion and the resultant sedimentation pursuant to the authority of the Environment Article, Title 4, Subtitle 1 of the Annotated Code Of Maryland and pursuant to Article 25A, Section 5(S) of the Annotated Code Of Maryland

Repealed and reenacted Chapter 155, Section 155-37 entitled "Floodplain Management District," of the Dorchester County Code entitled to add new sections "A" through "H" to require Comprehensive Floodplain Management Regulation for all new construction of residential and non-residential structures and substantial improvement of residential and non-residence structures, including manufactured homes, located within the Floodplain Management District pursuant to the Land Use Article of the Annotated Code of Maryland, Title 4, et. seq. General Development Regulations and Zoning

Amended Chapter 65, Article III, International Building Code, Section 65-4(B) of the Dorchester County Code by adding new Section .03 providing for the exemption of farm buildings and to provide for the definition of farm buildings pursuant to Section 13-901, et. seq. of the Local Government Article of the Annotated Code of Maryland

Amended Chapter 155, entitled "Zoning Ordinance", Section 155-38, CA- Critical Area Protection District of the Dorchester County Code to provide special provisions that apply to development and redevelopment in mapped buffer exemption areas (BEAs) in the Intensely Developed Area (IDA), Limited Development Area (LDA) and Resource Conservation Area (RCA) Critical Area classifications and includes the establishment of a buffer exemption area for Tideland Park Cooperative Campground

Closed and Abandoned a 6,274.98 foot portion of Phillips Gunning Club Road, Straits Election District of Dorchester County, Maryland pursuant to Section 40-20 of Chapter 40 of the Dorchester County Code

Granted to Amick Farms, LLC, a Delaware Limited Liability Company, a \$15,000.00 real property tax credit for property located at 274 Neelson Street, Hurlock, Maryland, tax identification number #15-014938

Amended Chapter 155, entitled "Zoning Ordinance," Section 155-50, MM, Supplementary Use Regulations, Section 155-13, Terms Defined, and Section 155 Attachment 1, Table of Permitted Uses, of the Dorchester County Code to add produce market as a permitted principal use in the AC, Agricultural Conservation, RR-C, Rural Residential-Conservation, RR, Rural Residential, and V, Village Districts, add the definition of a produce market, and include supplemental use regulations

Legislative Wrap Up (continued)

Local Legislation (continued)

Repealed and Reenacted Section 10-8.3 of Article 10 of the Code of Public Laws of Maryland to provide that County Council Members who have not been reelected at the Primary Election in June of an election year may not make appointments to County Boards and/or Committees after September 1st of such election year and to provide that a County Council Member who is not reelected at a November General Election may not make appointments to County Boards and/or Committees during the time immediately following the General Election and before the newly elected County Council takes its oath of office

Repealed and Reenacted Section 10-2(C) of Article 10 of the Code of Public Laws of Maryland to provide that County Council Members who have not been reelected at the Primary Election in June of an election year may not continue to incur expenses as a Member of the County Council after September 1st of such election year without prior written approval from the Dorchester County Manager and to provide that a County Council Member who is not reelected at a November General Election may not be reimbursed by the County for expenses incurred during the time immediately following the General Election and before the newly elected County Council takes its oath of office without prior written approval from the Dorchester County Manager

Authorized and empowered Council, on behalf of Dorchester County, to borrow up to \$1,520,000 on full faith and credit and issue and sell a general obligation note to evidence and secure the County's obligation to finance or reimburse the County's share of the costs for the construction, furnishing and equipping of the Chesapeake College Center for Allied Health

Declared that the County owned property containing 5.51 acres of land more or less, known as 3960 Linkwood-Red Hill Road and also known as 3960 Red Hill Road, and as the County Asphalt Plant, is no longer needed for public use and providing for the lease of the property to Russell Paving Company, Inc.

Added a new Chapter 132 entitled "School Bus Monitoring Cameras", which authorizes the use of school bus monitoring cameras in Dorchester County, Maryland pursuant to Section 21-706.1(c) of the Transportation Article of the Annotated Code of Maryland

Added new Section 144-37 to Chapter 144, entitled "Taxation," Article X, entitled "Building Excise Tax" to the County Code to suspend the building excise tax for a period of two years commencing on July 1, 2014 and ending on June 30, 2016 and to provide that the building excise tax does not apply to building permits filed between July 1, 2014 and June 30, 2016

Fiscal Year 2015 At A Glance

County Council's Office

- Partnered with Finance Director/Assistant Finance Director in the 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, and special meetings including preparation of meeting follow-up
- Drafted local legislation for Council's consideration-Council sat in legislative session 10 days in Fiscal Year 2015
- 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
- Attended Maryland Broadband Cooperative meetings as a Delegate to represent Dorchester County based on Council appointment

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
- Worked with United Fund, AFLAC, VALIC and Nationwide-third party benefit providers that employees may choose to participate with, at their full cost
- Acted as liaison with State Retirement System to provide employees with information regarding retirement benefits
- Provided information to State of Maryland Unemployment Office and attended hearings, as necessary

Finance/Tax Collection

- Auctioned 222 properties and facilitated the sale of 185 properties during June 16, 2015 Tax Sale with 37 of those properties being sold to the County
- Monitored the County's fiscal position
- Supported Council during the budget process
- Collected real property taxes which included distribution of tax bills
- Provided information to the Council regarding bids for properties acquired by the County by tax sale and worked with the purchasers and the County Attorney to transfer these properties
- Prepared revision to County's business meals policy which the Council approved
- Obtained Council's concurrence to hold a public hearing to amend the County's Schedule of Fees to reflect changes relating to agricultural buildings, to storm water permit issuance fees and a higher fee structure for solar projects, which the Council adopted by resolution
- Requested and received Council's approval to adopt a semi-annual property tax payment service fee at 0.31%, which is unchanged from prior years
- Received Council's confirmation to renew boat slip agreements for the period of July 1, 2015 to June 30, 2016 for County owned marinas

Fiscal Year 2015 At A Glance (continued)

Planning and Zoning

- Staffed and attended meetings with Board of Appeals and Planning Commission
- Processed permit and license applications
- Implemented a variety of regulatory and land use planning functions at local level
- Obtained Council's approval to sole source and renew the existing contract with J & L Services for contractual services to conduct property clean-up under Chapter 121, "Property Maintenance" of the County Code for one year (2015-2016)
- Sought and received Council's approval to enter into an agreement with the Mayor and Commissioners of the Towns of Vienna, Brookview, Eldorado, Galestown and Church Creek in which the Town officials adopt the County's Floodplain Ordinance which authorizes County staff to enforce this ordinance within those municipal limits

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

- Worked with various Departments and Agencies for the provision of local services for Dorchester County children, youth and families
- Director Attended Early Childhood Advisory Council meetings and acted as Co-Chair
- Organized and attended Dorchester Community Partnership for Children and Families meetings
- Received Council's acceptance of a FY 2015 Partnership Agreement with the Governor's Office of Children for administrative funds of \$65,000 and \$368,413 to fund programs including: Mobilizing for Change on Alcohol, TREK, a YMCA program; Girls Circle/Boys Council; Youth Services Bureau; School Based Behavioral Health; Early Childhood Council and LAM, Chesapeake Helps/Systems Navigation, a regional project
- Obtained the Council's approval to accept a 2015 Governor's Office of Crime Control & Prevention Maryland Safe Streets Program grant award of \$148,920, to be used for salary support, overtime, contractual services and equipment to reduce violent crime in the County
- Accepted, with Council's approval, a FY15 Healthy Families grant renewal in the amount of \$363,132, for the support of children from infancy and their families primarily in their homes, which will be provided by the Dorchester County Health Department

Tourism

- Received Council's acceptance of a FY15 Maryland Heritage Area Authority Management Grant award of \$100,000 to support the continued operation and management of the Heart of Chesapeake Country Heritage Area under the County's Tourism Department
- Sought and obtained Council's approval to accept a FY15 Maryland Heritage Area Authority "Water Moves Us" Marketing Grant award in the amount of \$25,000 to support the marketing efforts of the Heart of Chesapeake Country Heritage Area under the County's Tourism Department
- Accepted FY15 Maryland Heritage Area Authority Grant award of \$36,000 for design, painting and installation of murals along the Chesapeake Country Scenic Byway with Council's consent
- Received Council's acceptance a FY15 Maryland Office of Tourism Department County Cooperative Marketing grant award of \$29,893 for marketing
- Obtained Council's concurrence to award the bid to Michael Rosato to paint murals along the Chesapeake Country Scenic Byway at the Community Center in the Town of Vienna and the municipal building in the Town of East New Market at cost of \$33,675 utilizing grant funds

Fiscal Year 2015 At A Glance (continued)

Recreation and Parks

- Held Annual “National Night Out” at Dorchester County Pool on August 4, 2015 with 972 attendees
- Dorchester County pool was open 68 out of a possible 69 days in 2015 season
- Total public attendance at County pool for FY 2015 was 18,246 with average “per-day” attendance of 268 people and highest attendance on August 4, 2015
- Held sessions of swim lessons
- Obtained Council’s approval to sole source with Clearwater Pool & Spa Company, the County’s current contracted chemical and service provider, for repairs to pipes and replace four valves on pump #1 of the County Pool, at cost of \$2,500 to \$3,500 from the departments Operating Budget
- Offered the youth in the County opportunities to participate in team sports, (soccer, football, softball, basketball, t-ball), fitness programs and team sports for adults
- Received Council’s approval to sole source with Cunningham Recreation, formerly West Recreation, for the construction of Phase III of the Sailwinds Playground Renovation at the cost of \$100,000, utilizing FY15 Capital Budget funding, with 90% being reimbursable through Program Open Space
- Sought and obtained Council’s consent to to award the bid for the purchase of two 2015 John Deere mowers to Atlantic Tractor, the lowest bidder, at the cost of \$15,598 utilizing FY15 Recreation and Parks Capital Budget funding

Soil Conservation

- Worked with owners of poultry operations regarding the required installation of heavy use area pads (concrete) at the end of poultry houses
- Provided assistance to poultry integrators, contractors, landowners and farmers to ensure they follow Maryland Department of Environment and State regulations including reviewing sediment and erosion control plans as required by the State

Detention Center

- Provided inmate labor for community programs and projects
- Awarded the bid for food service at the Detention Center to Aramark Correctional Service with Council’s concurrence
- Received Council’s consent to replace the sidewalk leading to the Sheriff’s Office and the curbing and sidewalk (on the front sidewalk) to George Brem Concrete at the cost of \$3,130, the lowest bid received, utilizing operating funds
- Accepted offer of Conmed Healthcare Management, the current medical services provider, for a reduction in the previously approved Consumer Price Index from 2.6% to 2.0% for the period of August 1, 2014 through June 30, 2015, with Council’s concurrence
- Obtained Council’s approval to waive bids and sole source with EASCO Laundry System to purchase a new commercial dryer at the cost of \$4,793.50 utilizing FY15 Capital Budget funds
- Extended the current contract between the Council and Conmed Healthcare Management, Inc., the current medical services provider for the Detention Center, to include an annual 2% Consumer Price Index (CPI) increase, for a renewal period of July 1, 2015 to June 30, 2018
- Received approval from Council for Warden and senior staff to attend the Maryland Correctional Administrator’s Association Conference (MCAA) in Ocean City from May 31, 2015 through June 2, 2015

Fiscal Year 2015 At A Glance (continued)

Emergency Services

- Purchased, with Council's concurrence, an all terrain vehicle from John Deere at the cost of \$18,650, utilizing FY13 and FY14 Homeland Security Grant funding
- Expended FY13 Homeland Security Grant funds to purchase an enclosed trailer to house and transport utility vehicles to J & S Equipment, Inc., the lowest bidder, at the cost of \$4,995 after obtaining Council's approval

Emergency Medical Services

- Continued services from four County Advanced Life Support stations in: Hurlock, Madison, Eldorado-Brookview and Cambridge
- Received 6,465 calls for service with 3,915 transports and billing revenue of \$1,266,383.63.
- Continued reviewing and submitting billing to Medical Claim Aid
- Expended, with Council's approval, FY15 Capital Funds to sole source and purchase from a licensed Demers Ambulance dealer two ambulances at cost of \$390,816
- Obtained Council's acceptance of a FY15 Hazardous Materials Emergency Preparedness Grant Program award of \$9,500 for training
- Provided to the Queen Anne's County Emergency Medical Services assistance in the form of one staffed ambulance at the November 9, 2014 Bay Bridge 10K event, with Council's consent
- Received authorization from Council to transfer of excess 2015 Emergency Medical Services income to purchase an inventory tracking system software for supplies and vehicle maintenance

911 Communications Center

- Received 69,381 Calls for Service with a total of 108,213 telephone calls answered by 911 Center personnel including 31,001 for Sheriff's Office and 11,483 for Hurlock Police Department
- Expended FY15 Capital Budget funds and sole sourced with Dell/HP Computers, utilizing government pricing, to replace computers/printers in the 911 Communications Center that control the Computer Assisted Dispatch System, including software for \$15,257.70
- Utilized funding in excess of \$556,390 from the Numbers Board, with no County funding, for equipment upgrades to the 911 Center and Back-up Center

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, Local Emergency Planning Committee and Citizens Corps Council
- Continually maintained records and scheduled training for Dorchester County staff to be compliant with National Incident Management System regulations
- Director attended the National Hurricane Conference in Austin, Texas for training from March 30, 2015 through April 2, 2015 using Maryland Emergency Management Agency and Homeland Security grant funds with Council's approval
- Received Council's approval for Jeremy Goldman, Emergency Services Director, Steve Garvin, Emergency Planner and Amanda Harding, Emergency Services Administrative Assistant, to attend the Maryland Emergency Management Association Conference in Ocean City from May 26 to May 29, 2015
- Accepted a Emergency Management Performance Grant award of \$71,739 from the Federal Emergency Management Agency via the Maryland Emergency Management Agency to support local emergency management operations, with Council's approval
- Obtained Council's concurrence to accept a Maryland Emergency Management grant award under the Homeland Security Program in the amount of \$85,241 for law enforcement and homeland security

Fiscal Year 2015 At A Glance (continued)

Public Works

Highway

- Performed routine maintenance at County marine facilities
- Maintained County roads including blacktopping, road signage, ditching, bushing, roadside mowing, bridge maintenance and operation of a maintenance/repair shop
- Received Council's approval to sole source and purchase two roadside mower units from Atlantic Tractor under the State of Maryland Grounds Maintenance Equipment Contract
- Sought and received Council's consent to surface treat certain County roads in FY15 to include 33.84 miles of tar and chip
- Obtained Council's authorization to waive bids and sole source with John Hallowell to replace 15 cross pipes at the cost of \$12,300
- Awarded the bid for supplying crushed stone from March 1, 2015 to February 28, 2016, to Dorchester Dumpin Company, LLC, the lowest bidder, after receiving Council's consent
- Received Council's approval to waive bids and sole source with John Russell, President, Russell Paving Co., Inc., to provide hot mix asphalt, labor and equipment and to install approximately 500 tons of hot mix blacktop overlay per day
- Sought and obtained Council's authorization to award the bid to Hammaker East, Ltd for the supply and delivery of bituminous materials to the Highway Division for the period beginning July 1, 2015 and ending June 30, 2016
- Piggybacked on the State Highway Administration's contract for line striping with Alpha Space Control at the rate of \$0.0708 per feet for 5" yellow or white line
- Mowed properties in the City of Cambridge acquired by the County through the tax sale process

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 countywide maintenance and sanitary services at County marine facilities
- Received Council's concurrence to place a dumpster at each of the County owned marine facilities from June 1, 2015 to September 30, 2015
- Awarded the bid for the placement of portable toilets at the County's marine facilities for six months during the 2015 season, which cost is reimbursable through a Department of Natural Resources Waterway Improvement Grant, upon receiving Council's approval
- Renewed Offshore Blind and Riparian Rights Licenses for the following six County waterfront properties for a three year period, after obtaining Council's concurrence: Cassons Neck Road, Hoopers Island Road (north end of causeway), Hoopers Neck Road (south end of causeway), Wharf Road, Ragged Point Marina Road and Hoopers Island Road (Wallace Creek)
- Accepted, with Council's approval, a Department of Natural Resources FY15 grant award under the Maryland Abandoned Boat and Debris Program for funds in the amount of \$10,000 to be used for all expenses associated with the removal of abandoned boats and debris, which will be 100% reimbursable

Fiscal Year 2015 At A Glance (continued)

Public Works (continued)

Landfill

- Recycled wood, metal and tires from Beulah Landfill
- Renewed, the lease between the County and Gootees Marine, Inc. for one acre located in Golden Hill for use as a landfill transfer station for a two year period, from July 1, 2014 to June 30, 2016 with Council's approval
- Accepted, after obtaining Council's consent, an E-Cycling grant award from the Maryland Department of Environment under the Statewide Electronics Recycling Program of \$10,000 to assist in the collection and recycling of electronics
- Received Council's approval to sole source and extend the contract between the Council and GCI Environmental Services for groundwater monitoring services at all solid waste landfills in the County for a two year period (FY15 and FY16)
- Placed two cardboard containers at the County's recycling stations in the Town of Hurlock and at the Beulah Landfill with Council's consent
- Held an E-Cycling event at the Beulah Landfill on November 8, 2014 from 7 a.m. to 3 p.m. utilizing grant funds received from the Maryland Department of the Environment
- Obtained Council approval to accept a proposal from Maryland Environmental Service to provide construction management and engineering support services for the capping of Old Beulah at the cost of \$552,058
- Received Council's authorization to award the bid for the Old Beulah Landfill Closure Cap Construction project to Sargent Corporation in the amount of \$4,252,750
- Awarded the bid for the contract for the purchase of a Landfill Compactor to McClung-Logan Equipment Company, Inc., in the amount of \$595,516, with Council's approval

Airport

- Continued fuel sales
- Renewed a lease with Kay Rhea for Kay's Restaurant for 1,616 square feet of space of the 7,164 square feet Terminal Building at the Cambridge Dorchester Regional Airport for five years
- Received Council's confirmation of the submission of a Federal Aviation Administration grant application for funds of \$118,800 to conduct an environmental assessment as part of the second phase of the Cambridge Dorchester Regional Airport runway obstruction project in order to meet a deadline
- Accepted a Maryland Aviation Administration Grant award of \$6,600 for the Cambridge-Dorchester Regional Airport Environmental Assessment Study

Maintenance

- Continued Recycling Program for County Offices and the Circuit Court House
- Maintained approximately 111,171 square feet of office space, including custodial services and approximately 14 acres of property

Fiscal Year 2015 At A Glance (continued)

Economic Development

- Received general inquiries from individuals interested in starting a new business and assisted micro-businesses and provided support and assistance to existing businesses
- Continued marketing Dorchester County to the business community
- Held a Business Appreciation event on October 30, 2014 to celebrate Economic Development Week
- Recognized small business owners at the Annual Dorchester County Small Business Awards event on December 8, 2014
- Attended 2015 Maryland Association of Counties Winter Conference on January 7 to January 9, 2015 held at the Hyatt Regency Chesapeake Bay Gold Resort, Spa and Marina
- Offered a HUBZone workshop at the Dorchester County Economic Development Office on February 20, 2015
- Sponsored a free Business Building Blocks workshop entitled “Fiscal Fitness” for entrepreneurs and existing business owners on February 11, 2015
- Attended the Second Annual 2015 Select USA Investment Summit at the National Harbor in Prince George’s County in April 2015
- Keasha Haythe, Economic Development Director, was elected as President of the Maryland Economic Development Association on April 27, 2015
- Hosted groundbreaking ceremony for the Eastern Shore Innovation Center at the Dorchester Regional Technology Park on June 10, 2015
- Obtained Council’s approval for Susan Banks, Business Development Manager, to attend the Chesapeake Basic Economic Development Course offered through the Maryland Economic Development Association from July 27 to July 30, 2015 in Baltimore, Maryland
- Obtained Council’s formal adoption of the name “Eastern Shore Innovation Center” for the incubator facility to be built in the Dorchester Regional Technology Park
- Held and attended Economic Development Advisory Council meetings
- Continued marketing the Dorchester Regional Technology Park
- Worked with prospective tenants for the Eastern Shore Innovation Center
- Sponsored a visit and partnered with Startup Maryland in rallying entrepreneurs to encourage economic growth in the County
- Renewed, with Council’s consent, contract with Facility Logix to continue to provide services as Owner’s Representative for the Eastern Shore Innovation Center through the construction phase
- Sought and received Council’s acceptance of a resolution to authorize a loan from the Department of Business and Economic Development from the Maryland Economic Development Assistance Authority to Dorchester County of \$1,263,550 to use for the purpose of constructing an incubator facility



County Resource Directory

County Government

Dorchester County Council

Jeremy Goldman, County Manager
501 Court Lane, Room 108
P.O. Box 26
Cambridge, Maryland 21613
Phone: (410) 228-1700
E-mail: jgoldman@docogonet.com
Web Site: www.docogonet.com

Board of License Commissioners

James Lurz, Liquor Inspector
501 Court Lane, Room 101
Cambridge, Maryland 21613
Phone: (410) 901-1076
E-mail: jlurz@docogonet.com

Dorchester County Detention Center

Steve Mills, Warden
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-8101
E-mail: smmills@docogonet.com

Dorchester County Planning & Zoning

Steve Dodd, Director
501 Court Lane, Room 107
Cambridge, Maryland 21613
Phone: (410) 228-3234
E-mail: sdodd@docogonet.com

Dorchester County Office of Information Technology

Don Keyes, Director
501 Court Lane, Room 205
Cambridge, Maryland 21613
Phone: (410) 228-6391
E-mail: dkeyes@docogonet.com

Dorchester County Economic Development

Keasha Haythe, Director
5263 Bucktown Road
Cambridge, Maryland 21613
Phone: (410) 228-0155
E-mail: khaythe@docogonet.com
Website: choosedorchester.org

Dorchester County Department of Finance

Michael Spears, Director
501 Court Lane, Room 102
P.O. Box 66
Cambridge, Maryland 21613
Phone: (410) 228-7291
E-mail: mspears@docogonet.com

Dorchester County Human Resources Office

Becky Dennis, Director
501 Court Lane, Room 113
Cambridge, Maryland 21613
Phone: (410) 901-2406
E-mail: bdennis@docogonet.com

Dorchester County Emergency Services

Jeremy Goldman, Emergency Services Director
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-2231
Email: jgoldman@docogonet.com

Emergency Management

Steve Garvin, Emergency Planner
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-1818
E-mail: dema@docogonet.com

911 Communications Center

Kim Vickers, Communications Chief
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-2222
E-mail: kvickers@docogonet.com

Emergency Medical Services

Andy Robertson
Emergency Medical Services Chief
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-2726
E-mail: arobertson@docogonet.com

County Resource Directory

County Government (continued)

Dorchester County Tourism

Amanda Fenstermaker, Director
2 Rose Hill Place
Cambridge, Maryland 21613
Phone: (410) 228-1000
E-mail: afenstermaker@docogonet.com
Website: www.tourdorchester.org

Dorchester County Public Works

Tom Moore, Director
5435 Handley Road
Cambridge, Maryland 21613
Phone: (410) 228-2920
E-mail: tmoore@docogonet.com

Landfill Division

John Cooney, Landfill Manager
5435 Handley Road
Cambridge, Maryland 21613
Phone: (410) 943-1700
E-mail: jcooney@docogonet.com

Dorchester County Airport

Meighan Chisholm, Airport Manager
5263 Bucktown Road
Cambridge, Maryland 21613
Phone: (410) 228-4571
E-mail: mchisholm@docogonet.com

Maintenance Division

County Office Building
501 Court Lane
Cambridge, Maryland 21613
Phone: (410) 228-2920
E-mail: tmoore@docogonet.com

Highway Division

Brian Chester, Highway Manager
5435 Handley Road
Cambridge, Maryland 21613
Phone (410) 228-2920
E-mail: bchester@docogonet.com

Dorchester Community Partnership for Children and Families

Nancy Shockley, Director
501 Court Lane, Room 103
Cambridge, Maryland 21613
Phone: (410) 228-0281
E-mail: nshockley@docogonet.com

Dorchester County Recreation and Parks

Scott Eberspacher, Director
446 Willis Street
Cambridge, Maryland 21613
Phone: (410) 228-5578
E-mail: seberspacher@docogonet.com

Soil Conservation District

John Willey, Acting District Manager
The Harbor Center, 204 Cedar Street
Cambridge, MD 21613
Phone: (410) 228-1323
Email: john.willey@maryland.gov

Dorchester County Sheriff's Office

James Phillips, Sheriff
829 Fieldcrest Road
Cambridge, Maryland 21613
Phone: (410) 228-4141
E-mail: jphillips@docogonet.com

Dorchester County Office of the State's Attorney

William Jones, State's Attorney
County Office Building
501 Court Lane
Cambridge, Maryland 21613
Phone: (410) 228-3611
E-mail: wjones@docogonet.com

County Resource Directory

Agencies that Serve the Public in Dorchester County

Assessments Office

Diana C. Willey, Supervisor of Assessments
501 Court Lane, Room 204
Cambridge, Maryland 21613
Phone: (410) 228-3380
E-mail: dor@dat.state.md.us

Clerk of Court

Amy Craig, Clerk
206 High Street
Cambridge, Maryland 21613
Phone: (410) 228-0481
E-mail: Amy.Craig@courts.state.md.us

Dorchester County Circuit Court

Brett Wilson, Judge
206 High Street
Cambridge, Maryland 21613
Phone: (410) 228-6300
E-mail: brett.wilson@courts.state.md.us

Dorchester County Department of Social Services

Nichollette Smith-Bligen, Director
627 Race Street
P.O. Box 217
Cambridge, Maryland 21613
Phone: (410) 901-4100
E-mail: dorchdss@dhr.state.md.us
Web Site: www.dorchesterdss.org

Elections Office

Gwendolyn Dales, Elections Director
501 Court Lane, Room 105
Cambridge, Maryland 21613
Phone: (410) 228-2560
E-mail: Gwendolyn.dales@maryland.gov

Dorchester County Board of Education

Dr. Henry Wagner, Superintendent
700 Glasgow Street
Cambridge, Maryland 21613
Phone: (410) 228-4747
E-mail: info@dcpsmd.org
Web Site: www.dcps.k12.md.us

Delmarva Community Services

Santo Grande, President/CEO
2450 Cambridge Beltway
Cambridge, Maryland 21613
Phone: (410) 221-1900
E-mail: santo@dcsdct.org
Web Site: www.dcsdct.org

District Court of Maryland

Melvin Jews, Judge
310 Gay Street
Cambridge, Maryland 21613
Phone: (410) 901-1420
E-mail: districtcourts@state.md.us

Dorchester County Public Library

Frances Cresswell, Director
303 Gay Street
Cambridge, Maryland 21613
Phone: (410) 228-7331
E-mail: infodesk@dorchesterlibrary.org
Web Site: www.dorchesterlibrary.org

University of Maryland

Dorchester County Extension Office

Aly Valentine, Director
Area Extension
501 Court Lane, Room 208
Cambridge, Maryland 21613
Phone: (410) 228-8800
E-mail: valenta@umd.edu

County Resource Directory

Agencies that Serve the Public in Dorchester County (continued)

Farm Service Agency

Mark Palmer, County Executive Director
The Harbor Center, 204 Cedar Street
Cambridge, Maryland 21613
Phone: (410) 228-5640

Department of Environmental Health

William Forlifer, Director
3 Cedar Street
Cambridge, Maryland 21613
Phone: (410) 228-1167

Dorchester County Register of Wills

Doris Lewis, Register of Wills
206 High Street
Cambridge, Maryland 21613
Phone: (410) 228-4181

Veterans Administration

Janet Thomas, Director
501 Court Lane, Room 101
Cambridge, Maryland 21613
Phone: (410) 690-7181

Dorchester County Health Department

Roger Harrell, M.H.A., Health Officer
3 Cedar Street
Cambridge, Maryland 21613
Phone: (410) 228-3223

Baywater Animal Rescue

Maureen Scott-Taylor, Executive Director
4930 Bucktown Road
Cambridge, Maryland 21613
Phone: (410) 228-3090

Dorchester County Sanitary District

Robert Tieder, Jr., Chairman
Sanitary Commission
501 Court Lane, Room 209
Cambridge, Maryland 21613
Phone: (410) 228-6222