BOARD OF COUNTY COMMISSIONERS FOR SOMERSET COUNTY
11916 Somerset Avenue
Room 111/Meeting Room
Princess Anne, MD 21853
August 27, 2024
2:00 p.m.

Appointment:

2:00 p.m. - D'Janelle Jones – 20 Years of Service Recognition

2:05 p.m. – Jesse Drewer, Casey Goldsborough, DTCS
Sealed Bid Award
* Demo Services for the five airport hangars
* Construction Services for CDBG Rehabilitation to Ewell Recreation Center

2:10 p.m. - Linda R. Johnson, SCPS
* FY24 Budget Transfers

2:20 p.m. - Jamie Manaia, HR Director
* FY25 Integra Plan Supervision and Administrative Services Agreement
- Self- Funded Employee Group Dental & Vision Plan
- Self-Funded Employee Group Health Plan
- Amendment No. 4 – Eligibility for Participation Amendment

Correspondence

Sent:
Ewell Volunteer Fire Company re: Landfill Tipping Fee Waiver
Mandi McWhirt re: Workforce Development Board Appointment

Discussion
* 1. Boat Slip Sublease Request (4)
* 2. Letter of Support/Somerset County Health Department EQIP Application

Public Comments: Members of the audience who have signed up to address the Board will be permitted to do so at this time and allotted 5 minutes.

2:40 p.m. - Closed Session- Mr. Ernest Leatherbury, Ms. Jamie Manaia, Mr. Charles Cavanaugh, Mr. Clint Sterling, Attorney Kirk Simpkins, Mr. John Redden, Mr. Jesse Drewer
Authority of the General Provisions Article of the Annotated Code of Maryland § 3-305 (b)(1) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; and (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

* *Denotes Action Item*

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FOR SOMERSET COUNTY
August 27, 2024

At 2:00 p.m., Vice President Randy Laird called the Board of County Commissioners for Somerset County to open in Regular Session. Also present for today's meeting Commissioner Eldon Willing and Commissioner Craig N. Mathies Sr. President Charles Laird and Commissioner Webster were absent from today's meeting.

Deputy Administrator Ernest J. Leatherbury Jr., and Executive Aide Lory E. Ebron were also present.

Closed Session Summary Report

On Tuesday, August 27, 2024 from 2:25 p.m., until 3:08 p.m., Vice President Randy Laird, upon a motion made by Commissioner Eldon Willing, and seconded by Commissioner Craig N. Mathies, Sr., opened in Closed Session by Authority of the General Provisions Article of the Annotated Code of Maryland §3-305 (b)(1) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; and (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition. All those present voted in favor therefore, the motion carried 3-0. President Charles Laird and Commissioner Darryl Webster were absent from today's meeting.

Deputy County Administrator Ernest J. Leatherbury Jr., Ms. Lory Ebron, Executive Aide, Mr. Clint Sterling, Director Recreation and Parks/Tourism and Ms. Jamie Manaia, HR Director, John Redden, County Engineer, Charles Cavanaugh, Director of Solid Waste and Maintenance, Jesse Drewer, Director of DTCS, and Sharon Muir, Internal Auditor were also present.

Topics discussed: (1) Probationary to Permanent Employee Status, (2) Hire Cook/Counter Person, Transfer Station Attendant II (3) Job Description/Title Revision (4) Advertise EMS Coordinator Position. Topics Approved: (1) Approval to move probationary employees to permanent employee status (2) Approval to hire Cook Counter Person and Transfer Station Attendant II (3) Approval to revise job description and duties (4) Approval to advertise for EMS Coordinator.

Vice President Randy Laird asked Commissioner Willing to lead those present in Devotion and the Pledge of Allegiance.

Mr. Leatherbury presented meeting minutes for approval regarding the Commissioner and Closed Session meetings held on August 13, 2024 and Commissioner Special Session and Closed Session meetings held on August 20, 2024.

Commissioner Mathies made a motion to approve the minutes from the August 13, 2024 and August 20, 2024 meetings as presented. Commissioner Willing seconded the motion. All those present voted aye therefore the motion carried 3-0.

Mr. Leatherbury asked D'Janelle Jones to come forward to accept a certificate of appreciation for her 20 years of dedicated service to Somerset County. Warden Keith Muir also came forward with Ms. Jones.

Mr. Jesse Drewer, Director of Department of Technical and Community Services came forward.

Mr. Drewer discussed the bids received for the Airport Hangar Demolition project. Six bids were received, ranging from $6,000 to $25,325. Mr. Drewer and County Engineer John Redden reviewed the bids submitted, and made the recommendation to award the bid to the low bidder, J & J Yardworks (John Asanovich) for $6,000. Mr. Asanovich understood that debris is to be hauled away and insurance documents submitted satisfied requirements. Mr. Drewer requested the Boards permission to authorize Vice President Laird to sign the agreement presented for signature.

Commissioner Mathies made a motion to authorize Vice President Randy Laird to sign the contract agreement as presented for the Airport Hangar Demolition project to J & J Yardworks for $6,000. Commissioner Willing seconded the motion. All those present voted aye therefore the motion carried 3-0.

Next, Mr. Drewer discussed the bids received for the Ewell Recreation and Community Center project. Two bids were received, with both including all required documents. Staff recommendation was to award the bid to the low bidder, Mike Houck Construction for $83,190.00.

Commissioner Mathies made a motion to award the Ewell Recreation and Community Center project to Mike Houck Construction for $83,190.00 as presented. Commissioner Willing seconded the motion. Those present voted aye therefore the motion carried 3-0.

Dr. Ava Tasker-Mitchell, SCPS Superintendent and Ms. Linda R. Johnson, SCPS Director of Finance came forward at this time to present the final FY24 Inter-Category Budget Transfers for approval. Dr. Tasker-Mitchell stated she was here today to support Ms. Johnson, with it noted that the transfers today will align the current budget with the 2024 fiscal year spending. The proposed transfers were as follows:

Category:	Transfer Requested:
Mid Level Administration	$ (80,000)
Instructional Salaries	350,000
Other Instructional Costs	(475,000)
Special Education	80,000
Student Personnel Services	10,000
Student Transportation	(165,000)
Operation of Plant	140,000
Maintenance of Plant	90,000
Fixed Charges	50,000

Ms. Johnson explained that the reason for the transfer requests noting that some categories came in under budget and some over, and provided explanations for the transfers requested.

Vice President Randy Laird advised that he wanted to share concerns he is hearing from constituents, questioning if management is top-heavy (using COVID funding). He is also hearing that Special Education is not being offered fairly to all. Dr. Tasker-Mitchell stated that she is looking into management positions, as well as roles and responsibilities, and changes that may need to be made to make operating more efficient, calling it "organizational efficiency". She is planning to report to both her own Board and the Board of Commissioners once she has had an opportunity to look into the organizational structure.

Commissioner Mathies questioned the Student Transportation category, and it was noted by Ms. Johnson that due to unknown fuel costs it was over budgeted. Transportation is a required by Blueprint.

Following the discussion, Commissioner Willing made a motion to approve the final FY24 inter-category transfers as presented. Commissioner Mathies seconded the motion. Those present voted aye therefore the motion carried 3-0. Dr. Tasker-Mitchell and Ms. Johnson left the meeting at this time.

Ms. Jamie Manaia, HR Director came forward to present the Integra Plan Supervision and Administrative Services Agreement for the Self-Funded Employee Group Health Plan and the Employee Group Dental & Vision Plans for Board approval. She explained that the plans are the same as they have been in the past, with the exception of Amendment No. 4 to amend the Medicare Supplement Plan which she read aloud as follows:

"In Eligibility For Participation, the following paragraph has been amended to be: A retiree may choose to select the medical benefit without requiring prescription drug benefit coverage or select the prescription drug benefit without requiring the medical benefit".

Ms. Manaia requested approval for Vice President Randy Lairds signature on the FY25 Integra Plans as presented.

Commissioner Mathies made a motion to approve the Integra Contract Plans for the FY25 benefit year. Commissioner Willing seconded the motion. Those present voted aye therefore the motion carried 3-0.

Mr. Leatherbury continued with correspondence and discussion items.

A letter was sent to Ewell Volunteer Fire Company advising of the Board approval to Waive Landfill Tipping Fees and to Mandi McWhirt, advising of her appointment to serve on the Workforce Development Board.

Next, Mr. Leatherbury presented requests received to sublease County boat slips. The following was approved as follows:

Upon a motion made by Commissioner Willing and seconded by Commissioner Mathies, Slip No. 12 at Tylerton from Daniel Smith to Allen Lee Smith Jr., from July 1, 2024 to June 30, 2025. All those present voted aye therefore the motion carried 3-0.

Upon a motion made by Commissioner Willing and seconded by Commissioner Mathies Slip No. 29 at Websters Cove from Bobby Leath Jr., to Everette Bozman from July 1, 2024 to June 30, 2025. All those present voted aye therefore the motion carried 3-0.

Upon a motion made by Commissioner Willing seconded by Commissioner Mathies, Slip No. 6 at Wenona from Albert Hoffman Jr., to Gerald S. Benton Sr., from August 1, 2024 to September 30, 2024. All those present voted aye therefore the motion carried 3-0.

Upon a motion made by Commissioner Willing seconded by Commissioner Mathies, Slip No. 2 at Tylerton from Mary A. Marshall to Turney McKnight from July 1, 2024 to June 30, 2025. All those present voted aye therefore, the motion carried 3-0.

Last, Mr. Leatherbury presented a letter of support request received from Danielle Weber, Somerset County Health Officer for a grant application to the EQIP Primary Care Pilot Program to assist with community outreach and health education initiatives. It was noted that a letter of support was also obtained from University of Maryland Eastern Shore.

Commissioner Mathies made a motion to approve the letter of support as received from Danielle Weber. Commissioner Willing seconded the motion. All those present voted aye therefore, the motion carried 3-0.

With no further business, at 2:25 p.m., the Board was advised of the need to enter into Closed Session by Authority of the General Provisions Article of the Annotated Code of Maryland §3-305 (b)(1) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; and (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition. Commissioner Willing made a motion to enter into closed session. Commissioner Mathies seconded the motion. Those present voted aye therefore the motion carried 3-0.

The Commissioner and Closed Session meetings concluded at 3:08 p.m.

Approved by:

Board of County Commissioners
For Somerset County

Respectfully Submitted:

Lory E. Ebron
Executive Aide