

# Minutes of the County Commissioners of Worcester County, Maryland

May 10, 2016

## Budget Work Session

Madison J. Bunting, Jr., President  
Merrill W. Lockfaw, Jr., Vice President  
Anthony W. Bertino, Jr.  
James C. Church  
Theodore J. Elder  
Joseph M. Mitrecic  
Diana Purnell

The Commissioners met with Chief Administrative Officer Harold Higgins to discuss issues pertaining to the FY17 Requested Operating Budget.

The Commissioners deliberated on the projected revenues and requested expenditures in the Committee Reviewed FY17 Operating Budget, which currently reflects estimated revenues of \$189,052,099 and expenditures of \$189,485,906, with \$433,807 remaining to balance. Mr. Higgins stated that the Committee Reviewed FY17 Operating Budget includes the use of Budget Stabilization funds in the amount of \$1,167,799 to fund costs associated with Recycling following reallocation of funding responsibility for operating the Recycling Center and Homeowner Convenience Centers (HOCCs) from the Solid Waste Enterprise Fund to the General Fund. He advised that the Committee Reviewed FY17 Operating Budget simply reflects a jumping off point for the Commissioners and still includes several undecided matters, which they need to consider during the budget work session. He advised that the following requested items had recently been added to the FY17 Expenditure Requests for their consideration as follows: \$47,800 within Other General Government for the recently acquired Bank Street property; revised request with regard to retrofitting one van at the County Jail for use by Emergency Services, as the \$9,000 cost exceeds the worth of the aged vehicle; and a Health Department request to reallocate \$49,486 in County funding previously intended to fund a Cost of Living Adjustment (COLA) for Health Department employees to cover retirement benefits, as the State will not grant a COLA in FY17.

The Commissioners reviewed requested expenditures by department.

With regard to the County Commissioners, the Commissioners decreased requested funding for Account No. 6100.190 Office Supplies by \$1,000.

With regard to the Circuit Court, the Commissioners unanimously decreased requested funding within the following accounts: Account No. 6110.280 Supplies & Equipment Office Furniture by \$1,000; Account No. 6510.050 Legal Services Court Reporters by \$6,200; Account No. 6550.270 Building Site Expenses-Telephones by \$1,700; and Account No. 7000.040 Travel, Training & Exp Continuing Education/Certification by \$550.

With regard to the State's Attorney's Office, the Commissioners unanimously decreased

requested funding within the following accounts: Account No. 6550.270 Building Site Expenditures-Telephone by \$2,000; and Account No. 7000.080 Building Site Expenses-Extradition Expense by \$4,000.

With regard to the Treasurer's Office, the Commissioners unanimously decreased requested funding to Account No. 6100.220 Administrative Expenses-Payroll Checks and Forms by \$1,000.

With regard to the Elections Office, the Commissioners unanimously decreased requested funding to Account No. 7000.100 Travel, Training & Expenditures for Meetings, Conferences and Shows by \$3,045.

With regard to Development Review and Permitting, the Commissioners unanimously decreased requested funding to Account No. 6110.140 Supplies & Equipment-GIS Mapping Supplies by \$1,000.

With regard to Environmental Programs, the Commissioners unanimously decreased requested funding within the following accounts: Account No. 6100.100 Administrative Expenses, Dues and Subscriptions by \$1,200; Account No. 6110.080 Supplies and Equipment, Computer Repairs and Supplies by \$649; and Account No. 6540.020 Vehicle Operating Expenses for Fuel-Worcester County Fleet by \$3,015.

With regard to Other General Government, the Commissioners unanimously decreased requested funding within the following accounts: Account No. 6100.190 Administrative Expenses-Office Supplies by \$1,000; Account No. 6100.230 Administrative Expenses-Postage and Freight by \$10,000; and Account No. 6110.110 Supplies and Equipment-Disaster Preparedness Materials by \$500.

With regard to the Sheriff's Office, upon a motion by Commissioner Mitrecic, the Commissioners voted 6-1, with Commissioner Elder voting in opposition, to approve the addition of three new Deputy Sheriff positions within the Sheriff's Office (rather than six new positions as requested). This resulted in a decrease in funding to Account No. 6000.100 Personnel Services Salaries by \$146,261 and directed staff to make the necessary decreases in other accounts within the Sheriff's Office to reflect the reduced need for vehicles and equipment for the three new positions that were denied. The Commissioners unanimously decreased requested funding within the following accounts: Account No. 6110.030 Supplies and Equipment-Bike Patrol Equipment by \$614; Account No. 6110.050 Supplies and Equipment-Camera Equipment by \$1,760; Account No. 6110.135 Supplies and Equipment-Fuel for Incinerator by \$2,000; Account No. 6110.315 Supplies and Equipment-Rabies Clinic Supplies by \$800; Account No. 6110.395 Supplies and Equipment-Spay and Neuter Supplies by \$980; Account No. 6530.120 Consulting Services Rabies Clinic by \$1,000; and Account No. 6530.165 Consulting Services Veterinary Services-Spay and Neuter by \$1,800.

With regard to Emergency Services, the Commissioners unanimously decreased requested funding within the following accounts: Account No. 6100.060 Administrative Expenses-Books and Publications by \$600; and Account No. 6110.125 Supplies and Equipment-Maintenance and Repair by \$4,100.

With regard to the Jail, the Commissioners unanimously decreased requested funding within the following accounts: Account No. 6110.190 Supplies and Equipment-Law Enforcement Equipment by \$2,000; 6190.020 Inmate Expenses-Hospital Charges by \$10,000; and 6190.030 Inmate Expenses-Supplies and Services by \$6,000. In a related matter,

Commissioner Lockfaw requested an analysis of whether income for housing U.S. Immigration and Customs Enforcement (ICE) detainees covers all of the additional expenses.

With regard to the Volunteer Fire Departments, upon a motion by Commissioner Elder, the Commissioners voted unanimously to increase funding within the following accounts: Account No. 7080.010 Fire & Ambulance Grant to Fire Companies by \$100,000 to increase the minimum payment to fire companies from \$225,000 to \$235,000 each; and Account No. 7080.020 Fire and Ambulance County Grant to Ambulance Companies by \$50,000.

With regard to the Roads Division of Public Works, the Commissioners increased funding to Account No. 6540.040 Vehicle Operating Expenses for Vehicle Maintenance by \$200, and decreased requested funding within the following accounts: Account No. 6110.370 Supplies & Equipment Sign Materials by \$2,000; Account No. 6110.400 Supplies & Equipment for Striping Paint and Supplies by \$3,000; and Account No. 6110.420 Supplies & Equipment-Tools and Supplies by \$1,000.

With regard to the Health Department, upon a motion by Commissioner Lockfaw, the Commissioners voted 4-3, with Commissioners Church, Mitrecic and Purnell voting in opposition, to decrease requested funding to Account No. 7120.350 Other Non-Matching Expenses-School Safety by \$77,557 and agreed to take no action until the beginning of 2017 on the request to hire one additional Psychiatrist for School Safety within the Health Department.

The Commissioners agreed to postpone discussions on the proposed FY17 salary increase for classified and non-classified employees until the May 17, 2016 Work Session.

Following a motion by Commissioner Mitrecic, seconded by Commissioner Lockfaw, the Commissioners unanimously voted to meet in closed session at 11:59 a.m. in the Commissioners' Conference Room to discuss personnel matters permitted under the provisions of Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of Maryland. Also present at the closed session were Harold L. Higgins, Chief Administrative Officer; Kelly Shannahan, Assistant Chief Administrative Officer; Maureen Howarth, County Attorney; Kim Moses, Public Information Officer; and Stacey Norton, Human Resources Director. Topics discussed and actions taken included considering individual personnel matters for the FY17 Operating Budget.