

## Minutes of the County Commissioners of Worcester County, Maryland

June 21, 2016

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

Following a motion by Commissioner Mitrecic, seconded by Commissioner Church, the Commissioners unanimously voted to meet in closed session at 9:00 a.m. in the Commissioners' Conference Room to discuss legal and personnel matters permitted under the provisions of Section 3-305(b)(1), (4), and (7) of the General Provisions Article of the Annotated Code of Maryland and to perform administrative functions. 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; Stacey Norton, Human Resources Director; and Merry Mears, Economic Development Director. Topics discussed and actions taken included: promoting Grayson Zimmer from Maintenance Worker I to Maintenance Worker II, and agreeing to advertise to hire to fill current vacancies for two Maintenance Worker I's and one Maintenance Worker III in the Maintenance Division of Public Works; transferring Deborah Mooney from License Permit Clerk II within Environmental Programs to License Permit Clerk II within Development Review and Permitting; reclassifying the vacant License Permit Clerk II position to Natural Resources Specialist II in Environmental Programs and agreeing to advertise to fill this reclassified position; agreeing to advertise to hire to fill current vacancies for one Plant Operator I in the Water and Wastewater Division of Public Works, one Program Manager I for Recreation and Parks, one part-time Social Media Coordinator for Tourism, and one Electronic Services Installer for Emergency Services; agreeing to post internally to fill the current vacancy for one Natural Resources Administrator for Environmental Programs, with the successful candidate's position not to be backfilled; receiving legal advice from counsel; and performing administrative functions.

After the closed session, the Commissioners reconvened in open session. Commissioner Bunting called the meeting to order and announced the topics discussed during the morning closed session.

The Commissioners reviewed and approved the open and closed session minutes of their June 7, 2016 meeting as presented.

The Commissioners presented a commendation to Eddie Carman, Worcester County Risk Manager and Snow Hill Volunteer Fire Company Captain, for his role in helping to improve public health by helping residents and firefighters throughout the State of Maryland prevent

diabetes and live healthier lifestyles by partnering with the Worcester County Health Department (DHMH), as a Lifestyle Balance coach, and with the Department of Health and Mental Hygiene, as the spokesperson for the Diabetes Prevention Program. The Commissioners presented a DHMH commercial in which Mr. Carman discusses his own personal journey to better health and outlines simple steps others can implement to improve their health and prevent diabetes. The commercial is available for viewing at [www.powertopreventdiabetes.org](http://www.powertopreventdiabetes.org).

The Commissioners presented retirement commendations recognizing years of dedicated service to Worcester County Government to the following recently retired employees: former County Commissioner and County Administration retiree John E. "Sonny" Bloxom (20 years); Development Review and Permitting retiree Donna Lovell (13 years); Treasurer's Office retiree Wanda "Sue" Miller (11 years); Library retiree Gale Hall (30 years); Jail retiree Captain William "Bill" Cody (17 years); Public Works Solid Waste Division retirees Edward Buchannan (10 years), Dorothy Dale (11 years), and Ronald Taylor (21 years).

Pursuant to the request of Housing Program Administrator Jo Ellen Bynum and upon a motion by Commissioner Bertino, the Commissioners unanimously awarded the sole bid for the general rehabilitation of a single family home in the Pocumoke City area to J&G Maintenance & Repair of Berlin, Maryland at a cost of \$12,950.

Lieutenant Neil Adams met with the Commissioners to request support for an application for a one-year grant through the Governor's Office of Crime Control and Prevention to support a new position titled Heroin Coordinator that will be embedded in the Criminal Enforcement Team (CET) to ensure all data related to drug investigations, drug seizures, drug arrests, heroin/opioid overdoses, and any other drug related investigation activities are entered into High Intensity Drug Trafficking Area's (HIDTA) Case Explorer, conduct in-home analyses in the exploration of overdoses for prosecution, act as a liaison between the CET and various community groups and allied agencies, and assist in public education and outreach. In response to a question by Commissioner Bertino, Lt. Adams advised that the Sheriff's Office will be constantly evaluating the effectiveness of this position, along with seeking other funding sources to sustain this position once the grant expires if the need for this position continues to be warranted. Human Resources Director Stacey Norton advised that the County will be required to fund 14% of the cost of benefits for this position. In response to a question by Commissioner Elder, Lt. Adams stated that the three new positions in the Sherriff's Office that were approved in the FY17 budget are Road Patrol Deputy positions needed to provide adequate shift coverage and could not be reassigned to work with CET. He further stated that the Heroin Coordinator would be a civilian employee.

Following some discussion and upon a motion by Commissioner Purnell, the Commissioners unanimously authorized Commission President Bunting to sign the grant application as requested.

The Commissioners met with Lieutenant Michael Bowen to review and discuss proposed Memorandums of Understanding (MOU) for Security Assistance by the Sheriff's Office for three local businesses, Ocean Enterprise 589, LLC (Casino at Ocean Downs), O.C. Seacrets, Inc., and

Purnell Properties, Inc. (18<sup>th</sup> Street - Spinnaker Motel, 29<sup>th</sup> Street - Sun and Fun Motel, and 31<sup>st</sup> Street - Thunderbird Motel in Ocean City), at the current rate of \$75 per hour, per Deputy from July 1, 2016 through June 30, 2017. Commissioner Lockfaw stated that the County should not be in the business of providing security to private companies. He also expressed concern that Road Patrol Deputies are already stretched thin due to staffing shortages, and renewing the existing MOUs with Seacrets and the Casino and entering into a new MOU with Purnell Properties to provide security services would only further exacerbate this situation. In response to questions by Commissioner Lockfaw, Chief Administrative Officer Harold Higgins stated that the hourly compensation rate, which includes a 10% administration fee, covers all expenses, so there is no cost to the County for these programs. Lt. Bowen advised that this secondary employment option is available on a volunteer basis only to off-duty officers, and he noted that officers are not permitted to work shifts for private agencies prior to reporting for their scheduled shifts with the Sheriff's Office, so they will be rested and ready for work. In response to a question by Commissioner Bunting, Lt. Bowen confirmed that an off-duty officer who had worked 24 consecutive hours for Seacrets had done so when he was scheduled off from the Sheriff's Office for three consecutive days and was not required to report for duty within 24 hours of completing that service. In response to additional questions by Commissioner Bunting, Chief Deputy Dale Smack stated that the Sheriff's Office currently has a signed MOU to provide security for three hotels owned by Purnell Properties and agreed to provide the Commissioners with a copy of that MOU.

In response to a question by Commissioner Bertino, Mr. Higgins advised that the MOUs are signed for a period of one year, with off-duty officers to be compensated at a rate of one and a half times their existing hourly salary. In response to additional questions by Commissioner Bertino, Chief Deputy Smack stated that any business can apply and be considered for security services from the Sheriff's Office on a case-by-case basis; however, they do not have the manpower to approve many additional requests at this time. Commissioner Bertino stated that it appears there is no opportunity for objectivity in this process and questioned how the County can reasonably provide security to one business and not another.

Commissioner Church pointed out that County employees have the right to pursue secondary employment, and he stated out that the County entered into these types of MOUs originally to clarify that these Deputies are employees of the Sheriff's Office and not of the agencies with which they provide security and, thereby, increase protection against liability claims for the deputies and the County in the event of an incident while working for these agencies. He further noted that Seacrets owner Leighton Moore and Casino general manager Joe Cavilla advised him that this program provides a much needed service to their businesses.

In response to a question by Commissioner Elder, Chief Deputy Smack advised that the Sheriff's Office is in the process of revising the secondary work policy to place restrictions on the number of off-duty hours Deputies will be permitted to work secondary law enforcement details. Commissioner Mitrecic applauded the MOUs and stated that public safety is best served by having off-duty State, County and local law enforcement officers on these properties and prepared to respond to potential incidents. He further advised that the Commissioners cannot dictate how Deputies occupy their off-duty hours.

Following much discussion and upon a motion by Commissioner Mitrecic, the Commissioners voted 5-2, with Commissioners Bunting and Lockfaw voting in opposition, to authorize Commission President Bunting to sign the three MOUs as presented.

The Commissioners met in legislative session.

The Commissioners met with Development Review and Permitting Director Ed Tudor to review a proposed text amendment application submitted by Jack Lord that seeks to amend the Zoning and Subdivision Control Article to allow the sale of hot and cold foods either on or off premises at an established winery. Mr. Lord is the owner of a winery known as Costa Ventosa, located on MD Rt. 610, southwest of U.S. Rt. 113 near Whaleyville in the A-1 Agricultural District. Mr. Tudor stated that County staff and the Planning Commission were concerned that not limiting sales of food to on-premises consumption and to only those hours of operation when the wine tasting facility is open could potentially lead to a stand-alone carry-out facility, a use not appropriate in the A-1 District, rather than a bonafide accessory use to the wine tasting facility, which is a permitted agricultural use. Therefore, the Planning Commission gave an unfavorable recommendation to the text amendment application as specifically submitted by the applicant and a favorable recommendation to a text amendment as revised to include limitations to on-premises consumption only and to only those hours of operation of the wine tasting facility. Mark Cropper, attorney for the applicant, advised that his client is okay with the Planning Commission's version of the bill. Following some discussion, Commissioners Bertino, Bunting, Church, Elder, Lockfaw, Mitrecic, and Purnell introduced the staff and Planning Commission version of the bill as Bill 16-4 (Zoning - Food Sales at Wineries in the A-1 Agricultural District) and agreed to schedule a public hearing on the bill for July 19, 2016.

Commissioner Bunting closed the legislative session.

Pursuant to the request of Mr. Higgins and upon a motion by Commissioner Purnell, the Commissioners unanimously approved the transfer of \$200,000 within the Board of Education's (BOE) FY17 Budget from Supplies and Materials to Other Charges to correct an error. Mr. Higgins stated that the Commissioners' denial of \$200,000 for i-Ready should have been reduced from the Supplies and Materials category, but that inadvertently it had been reduced from the Other Charges category, and this transfer will correct that error.

Pursuant to the written request of BOE Chief Financial Officer Vincent E. Tolbert and upon a motion by Commissioner Church, the Commissioners unanimously authorized Commission President Bunting to sign the BOE's Annual Budget Certification Statement, which certifies County funds of \$81,193,802 for BOE expenses and \$10,765,450 for Debt Service for BOE projects in the FY17 County Operating Budget.

Pursuant to the written request of Mr. Tolbert and upon a motion by Commissioner Elder, the Commissioners unanimously approved the County Appropriation Transmittal Schedule for FY17 for the BOE totaling \$81,193,802.

The Commissioners reviewed and discussed a letter from Robert L. Tatman, Forest Pest Program Manager for the Maryland Department of Agriculture, updating them on gypsy moth

populations and trends in Worcester County. In his letter, Mr. Tatman stated that the preliminary reports indicate the need to conduct approximately 115 surveys at an estimated cost to the County of \$1,725, which represents a 50% local cost share, to perform these surveys on non-State land. Upon a motion by Commissioner Church, the Commissioners unanimously approved payment for the gypsy moth surveys.

Pursuant to the request of Emergency Services Director Fred Webster and upon a motion by Commissioner Bertino, the Commissioners unanimously authorized Commission President Bunting to sign the annual System Maintenance Agreement Amendment No. 5 between Harris Corporation of Lynchburg, Virginia and the County Commissioners of Worcester County, Maryland for the period from July 1, 2016 to June 30, 2017 at a total cost of \$190,943, which represents an increase of \$7,344 from the prior year. Mr. Webster stated that the increase is in line with the escalation clause in the original maintenance contract, and funds for this expenditure are available within the FY17 budget. He further stated that this should be the last maintenance agreement for 15 years, as the recent purchase of the new system includes 15 years of maintenance services by Harris.

Pursuant to the request of Mr. Webster and upon a motion by Commissioner Bertino, the Commissioners unanimously agreed to waive the standard bid process and allow staff to identify a vendor tied to the State bid contracts that can replace an aged distribution switch that supports telephone communication between the Government Center and other County offices at a cost of up to \$25,000, with funds available in the FY16 budget for this expenditure.

Pursuant to the request of Parks Superintendent Bill Rodriguez, representing Recreation and Parks Director Paige Hurley, and upon a motion by Commissioner Elder, the Commissioners unanimously approved a transfer totaling \$5,000 from several budget line items, with projected surplus funds to various parks accounts, to purchase engineered wood fiber for five County playgrounds as follows: John Walter Smith Park in Snow Hill, two playgrounds at Showell Park, Girdletree Park, Bishopville Park, and Whaleyville Park. Mr. Rodriguez advised that a wet spring caused the existing materials to degrade more rapidly than anticipated, and advised that funds are available within other categories in the FY16 Parks budget to cover this expense.

Pursuant to the request of Program Manager Kelly Rados and the written request of Recreation and Parks Director Paige Hurley and upon a motion by Commissioner Mitrecic, the Commissioners unanimously authorized Commission President Bunting to sign the renewal Agreement Between the Mayor and City Council of Ocean City, Maryland, Wicomico County, Maryland, and Worcester County, Maryland for the Mid-Atlantic Amateur Sports Alliance (MAASA).

Byron Crawford of Longview Solar (LS) met with the Commissioners to request an 80% abatement on the personal property taxes associated with the two properties where Longview Solar plans to construct two photovoltaic (PV) power plants. Commissioner Church recused himself from the discussions due to a potential conflict of interests. Mr. Crawford stated that LS, a company focused on developing the lowest cost solar assets in the market, has developed PV

power plants in Arizona, California, Georgia, and Maryland. He then reviewed a PowerPoint presentation entitled “Longview Solar - Worcester County PV Property Taxes.” In the course of the presentation, Mr. Crawford reviewed the specific benefits the PV power plants would bring to Worcester County as follows: more than double the assessed value of the acreage upon which the LS-Heron project (250 acres of land on Libertytown Road just outside of Berlin) and the LS-Seabeach project (110 acres on Public Landing Road outside of Snow Hill) are located, and double or triple the real property taxes on these properties; provide additional income for local farm families on non-ideal farming parcels; sustain 40 to 60 construction jobs during the six to nine months the projects take to construct; and conserve natural resources by reducing aggregate groundwater utilization, and requiring only minimal grading and utilizing very little subsurface concrete or rock to preserve and maintain the underlying farmlands, which would allow the land to easily be returned to farming production. He also reviewed the Scenario Comparison of Parcel Tax Revenues, noting that the net gain under the proposed tax structure would increase total property tax revenues from \$15,000 to \$170,000 in year one, with additional tax revenues of just over \$1.8 million during the first 15 years, and based on the discount back to a net presented value (utilizing a discount rate of 7.5%) would be just over \$1.1 million. He reiterated that the two proposed project sites, which are not prime farmland, generate only \$3,000 to \$5,000 annually in real property tax revenues currently, and these projects would increase revenues to \$80,000 to \$100,000 annually.

In response to a question by Commissioner Elder, Mr. Crawford confirmed that the Wicomico County Council did not offer Longview Solar a tax abatement for the Longview Solar PV power plant project in Wicomico County because at the time the State was granting tax credits that allowed his company to offset the cost of local taxes. He further stated that he is requesting the credit from Worcester County because the State tax credit expired in 2015. He also confirmed that both PV projects would be viable in Worcester County, even without a local tax abatement, due to the local climate, open farmland and existing federal tax credits of 30% to offset costs. Commissioner Bertino stated that the taxpayers of Worcester County should not be required to subsidize private business. Mr. Crawford stated that, though the PV power plants would generate no more than 1-2 long term jobs, they would benefit from access to low cost, renewable energy. In response to a question by Commissioner Bertino, Mr. Higgins stated that the County does not offer tax abatements to any other energy companies, but has offered a seven-year manufacturing exemption to other businesses in the past. In response to concerns raised by Commissioner Bunting, Mr. Higgins confirmed that two similar projects being developed in Worcester County would likely request similar exemptions if this request was approved.

The Commissioners also reviewed a memo from Finance Officer Phil Thompson confirming that the two proposed project sites generate approximately \$3,000 in County real property taxes, and the potential new assessments, which would be based on land lease values (using LS estimates), would generate approximately \$40,000 in County real property taxes annually. He further pointed out that Worcester County’s personal property tax rate is already the second lowest in the 18 jurisdictions in Maryland that charge personal property taxes, and in addition, the State already provides a 50% personal property tax exemption for improvements at solar facilities. Thus, the estimated personal property values given by LS for the two projects are \$28.07 million and \$36.82 million for the Seabeach and Heron projects, respectively, or \$64.89

million in total. Applying the 50% State exemption that depreciates over 30 years with a 25% floor, in the first year \$32.45 million of the \$64.89 million in improvements would be subject to personal property tax, and that amount would decrease by 3.33% each year for 23 years to the 25% floor of \$8.11 million. Therefore, the County is projected to earn \$10.54 million in personal property taxes from the facilities over 30 years. If the 80% exemption request was granted, the County would earn \$8.11 million and would sacrifice \$8.43 million in potential revenue over the next 30 years. His memo further stated that, traditionally, any credits or exemptions to tax credits have been considered with the mindset that job creation and economic growth were part of the trade-off in lost tax revenues, but that this would not be the case with LS. For these reasons, Mr. Thompson concluded in his memo that he could not support the request for an 80% personal property tax abatement for the LS projects, noting that the 50% personal property tax exemption provided by the State combined with the County's low personal property tax rate provides sufficient relief for this and any other solar energy providers looking to do business in Worcester County.

The Commissioners also reviewed a memo from Economic Development Director Merry Mears in which she suggested that any approval to offset taxes should be made contingent upon the following conditions: LS shall name a Worcester County business(s) to be the recipient of the contract to develop the property; if LS sells the project during the development process, the tax abatement agreement should be made contingent upon the buyer agreeing to honor the contract with the identified Worcester County business(s); and LS should be required to identify the Worcester County business(s) to employ a large percentage (if not 100%) of Worcester County residents during the development of the project.

Following much discussion and upon a motion by Commissioner Mitrecic, the Commissioners unanimously agreed to table further discussions on the requested tax abatement to allow County staff to provide them with additional details regarding the financial aspects associated with this request.

The Commissioners adjourned for lunch.

Public Works Deputy Director John Ross met with the Commissioners, on behalf of Public Works Director John Tustin, to discuss funding issues pertaining to the proposed Newark Spray Irrigation Project. Mr. Ross advised that on January 30, 2016 the County applied for funding through the Maryland Water Quality Financing Administration to remove the surface water discharge from the Newark Wastewater Treatment Plant (WWTP) and construct a new spray irrigation field for effluent disposal. He stated specifically that this application was a milestone identified within the consent order and agreement between the Commissioners and the Maryland Department of the Environment (MDE), with the goal of the agreement being to remove the Newark WWTP discharge from the unnamed tributary to Marshal Creek and ultimately Newport Bay, a water body impaired by excessive nutrients. He advised that the project schedule included securing a funding commitment from MDE through the Maryland Water Quality Financing Administration to assist in moving the project into the design phase by May 31, 2016. However, when MDE officials published their Intended Use Plan (IUP), which identifies all the projects to be financed in FY17, the Newark Spray Irrigation Project was not included, making the project ineligible for MDE funding. Upon further investigation by County

staff, it was determined that the project was not approved for funding primarily because the service area is not within the Chesapeake Bay watershed, and project scoring credits were not awarded for the project's public health benefits. Mr. Ross stated that this causes obvious financial concerns for the Newark project and hampers the County's ability to meet the conditions of the consent order. Staff, therefore, recommends a letter be sent to MDE regarding this matter.

Upon a motion by Commissioner Church, the Commissioners unanimously authorized Commission President Bunting to sign a letter to MDE Secretary Ben Grumbles that seeks MDE's reconsideration of funding to keep the project moving forward and outlining the Commissioners commitment to removing the Newark WWTP discharge from the Coastal Bays, as evidenced by their expenditure of over \$700,000 to pre-purchase the proposed spray site when it became available several years ago, and their having moved forward with the project as described in the compliance schedule.

The Commissioners met with Mr. Ross to review and discuss entering into two small project agreements. Upon a motion by Commissioner Mitrecic, the Commissioners unanimously authorized Commission President Bunting to sign the Small Project Agreement between the County Commissioners of Worcester County, Maryland, in the capacity of the governing body of the Mystic Harbour Sanitary Service Area (SSA), and TJSF, LLC (developer), of 12720 Ocean Gateway, Park Place Plaza, to extend a waterline from Golf Course Road to their commercial property in West Ocean City for Water Service through the Mystic Harbour SSA.

Upon a second motion by Commissioner Mitrecic, the Commissioners unanimously authorized Commission President Bunting to sign the Small Project Agreement between the County Commissioners of Worcester County, Maryland, in the capacity of the governing body of the Mystic Harbour SSA, and Ocean City Marketplace (developer) in West Ocean City to extend public water service from the Mystic Harbour SSA to the Food Lion Shopping Center at U.S. Rt. 50 and MD Rt. 611 in West Ocean City. In response to a question by Commissioner Bunting, Assistant Chief Administrative Officer Kelly Shannahan stated that staff will propose an expedited process in the near future to address similar requests, which will become more common as West Ocean City businesses in the West Ocean City/Mystic Harbour overlay district request water and sewer service from the Mystic Harbour SSA.

Pursuant to the recommendation of Mr. Ross and upon a motion by Commissioner Mitrecic, the Commissioners unanimously awarded the low bid for electrical improvements at Pump Station E in Ocean Pines to Lywood Electric, Inc. of Federalsburg, Maryland at a total cost of \$98,615.

Pursuant to the recommendation of Mr. Ross and upon a motion by Commissioner Bertino, the Commissioners unanimously agreed to waive the standard bid process and accepted the low proposal for the purchase of four Flygt Pumps in Pump Stations A and F in Ocean Pines from Sherwood-Logan of Annapolis, Maryland at a total delivered price of \$62,635.

Pursuant to the recommendation of Mr. Ross and upon a motion by Commissioner Elder, the Commissioners unanimously awarded the low bid for construction of the Berlin Rubble Fill

Cap and Closure Project to A-Del Construction Co., Inc. of Newark, Delaware at a total base bid of \$2,736,185.

The Commissioners met with Mr. Ross to discuss bid recommendations to replace the Five Mile Branch Road Bridge. Mr. Ross stated that one bid from Murtech Marine Division of Salisbury, Maryland at a total project cost of \$374,714, was received by the deadline on Monday, June 13, 2016, at 1:00 p.m. Mr. Ross explained that this bid exceeded the estimated project cost of \$274,012, with State aid of 80% or \$219,209.60 and County funding of 20% or \$54,802.40. He advised that a second bid was received at 1:06 p.m. prior to the opening of the timely bid and recommended opening the late bid to ensure the County receives the best competitive pricing. Upon a motion by Commissioner Elder, the Commissioners voted unanimously not to accept the late bid, to reject the bid from Murtech Marine Division, and to rebid the project.

The Commissioners met with Mr. Ross to review the two proposals received by the bid deadline on Tuesday, May 31, 2016, at 1:00 p.m. for the construction of a fishing and crabbing pier at the Taylor Landing Boat Ramp in Girdletree. Mr. Ross stated that the bids from Murtech Marine Division of Salisbury, Maryland at a cost of \$42,400 and Hi-Tide Marine Construction, LLC of Ocean City, Maryland at a cost of \$43,800 substantially exceeded the project budget of \$36,807. Mr. Ross stated that the County has obtained all the permits needed to move forward with the project, with the exception of the U.S. Army Corps of Engineers, and he recommended authorizing staff to work with the low bidder to renegotiate various aspects of the work to bring the cost within budget. Commissioner Lockfaw made a motion to negotiate with the low bidder, Murtech, and return with a solid number for the Commissioners' consideration. After some discussion, he rescinded that motion and offered a substitute motion to accept the low bid from Murtech, with the understanding that certain aspects of the project would be value engineered by staff to reduce the total project to fit the budget. After further discussion, Commissioner Lockfaw rescinded his second motion and made a motion to reject both bids and rebid the project, which carried by a vote of 6-1, with Commissioner Mitrecic voting in opposition.

Upon a motion by Commissioner Mitrecic, the Commissioners unanimously adopted Resolution No. 16-15 adopting the Sanitary Service Area Budgets, Assessments and Charges and Establishing Classifications for the Water and Wastewater Enterprise Fund for July 1, 2016 through June 30, 2017, as conceptually approved after their public hearing on June 7, 2016.

Upon a motion by Commissioner Church, the Commissioners unanimously adopted Resolution No. 16-16 adopting the Solid Waste Enterprise Fund Budget for July 1, 2016 through June 30, 2017, as conceptually approved after their public hearing on June 7, 2016.

Upon a motion by Commissioner Bertino, the Commissioners unanimously adopted Resolution No. 16-17 adopting the Department of Liquor Control (DLC) Enterprise Fund Budget for July 1, 2016 through June 30, 2017, as conceptually approved after their public hearing on June 7, 2016. Enterprise Fund Controller Jessica Ramsay stated that after the public hearing allocations within the budget had been updated to reflect the approved County Operating Budget, which resulted in revisions in the following categories: Personnel Services increased from

\$1,014,113 to \$1,080,769; Other Charges decreased from \$76,960 to \$64,000; and Payout of Net Income (Loss) to County and Municipalities had increased from (\$379,422) to (\$434,124).

Pursuant to the recommendation of Assistant Chief Administrative Officer Kelly Shannahan, on behalf of the DLC Management Committee, and upon a motion by Commissioner Mitrecic, the Commissioners unanimously approved “Blow Out” pricing of up to 50% below cost on non-moving DLC inventory, as recommended by the DLC Management Committee, with various items to be featured each week, “While supplies last,” to encourage immediate purchase before inventories are depleted, increase sales volumes, and attract more customers to the Shore Spirits Retail Liquor Stores where they may purchase other products too.

The Commissioners reviewed and discussed various board appointments.

Upon a nomination by Health Officer Debbie Goeller and a motion by Commissioner Bertino, the Commissioners unanimously agreed to appoint Kat Gunby as the Substance Abuse Prevention Provider member on the Drug and Alcohol Abuse Council to replace Marty Pusey who retired from the Health Department.

Upon a motion by Commissioner Mitrecic, the Commissioners unanimously adopted Resolution No. 16-18 supporting selection of the Wallops Flight Facility as the East Coast Forward Operating Base for the MQ-4C Triton Unmanned Aircraft. This resolution was drafted in response to a request from Wallops Island Regional Alliance (WIRA) President Peter Bale, who met with the Commissioners on June 7, 2016 to seek their formal support in the form of a resolution that would be similar to the resolution submitted by the Accomack County Board of Supervisors.

The Commissioners answered questions from the press.

Following a motion by Commissioner Mitrecic, seconded by Commissioner Purnell, the Commissioners unanimously voted to meet in closed session at 1:37 p.m. in the Commissioners’ Conference Room to discuss legal and personnel matters permitted under the provisions of Section 3-305(b)(1) and (7) of the General Provisions Article of the Annotated Code of Maryland and to perform administrative functions. 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 a pending disciplinary action, receiving legal advice from counsel, and performing administrative functions.

The Commissioners adjourned to meet again on July 5, 2016.