

Board of County Commissioners
Worksession Minutes
July 26, 2011

PRESENT: Commissioners Mullin, Moore, Dunn, Broomell and Hodge; Public Works Deputy Director Dave Hollenbaugh and staff; Housing Director Dave Mahaney; Emergency Services Director Richard Brooks; Human Resources Director Donna Nichols; Parks and Recreation Director Clyde Van Dyke; Information Technology Director Scott Mesneak; Budget Manager Craig Whiteford; Executive Office Administrator Vicky Rinkerman; Counsel Norman Wilson; Treasurer Bill Feehley; members of the press, and members of the public.

NOTE: Audio recording of this meeting is available on the County website www.ccgov.org.

OPEN SESSION

9:00 a.m. – President Mullin called the meeting to order.

HUD Housing Program update and proposed Section 8 Administrative plan amendment – Director Mahaney provided the Board an overview of the administrative plan amendment relative to discretionary budget cuts. The county must adopt a system to cut housing contracts in the event there are shortfalls in funding.

Discussion ensued regarding:

- . Types of systems for choosing cuts in housing contracts;
- . Suggestion to choose individuals who have had subsidized housing contracts the longest;
- . Suggestion to choose housing contracts on a case by case basis;
- . Housing preference for Cecil County residents; and
- . Suggestion to permit the elderly and disabled on the program held harmless relative to funding shortfalls

The Board concurred to proceed with choosing to cut housing contracts for individuals who have been on subsidized housing the longest should there be budget shortfalls for the program, and agreed to hold harmless from losing their contract the elderly and disabled individuals on the housing program.

The proposed amendment would be introduced at the August 16, 2011 Commissioners meeting.

MUNIS conversion – Treasurer Bill Feehley provided the Board an overview of the proposed upgrade to the MUNIS conversion relative to protection of data in the event of a computer disaster. Director Mesneak provided the Board an overview of the proposed MUNIS ASP server upgrade and explained the process for data recovery.

Discussion ensued regarding:

- . Alternative options relative to MUNIS software licensing and the current platform;
- . Additional expense relative to the proposed MUNIS upgrade and Tyler technology;

- . Suggestion to reconsider a new software accounting software;
- . Outsourcing functions with the proposed upgrade;
- . Potential cost savings with processing payroll in house;
- . Recommendation to stay with the MUNIS accounting software program based on support;
- . Measures being taken to address potential band-width issues;
- . Board authority to proceed with conversion to new MUNIS platform;
- . Benefits associated with using ASP and MUNIS software; and
- . Budget relative to purchasing MUNIS software

The Board concurred to consider this proposal at the next worksession meeting.

Draft zoning ordinance text amendment regarding Brownsfield development - Director Sennstrom provided the Board an overview of the draft zoning ordinance text amendment.

Discussion ensued regarding:

- . Comments received from Brownfield developers relative to the proposed ordinance;
- . Obtaining more feedback from the stakeholders and the State Department of Business and Economic Development;
- . Public hearing process for the Planning Commission; and
- . Recommendation for creating a stakeholder group to review to make recommendations on the proposed ordinance

The Board concurred to proceed with creating a stakeholder group and directed staff to submit names for consideration.

Local impact grant application recommendations – Office Administrator Vicky Rinkerman provided the Board an overview of the process relative to the recommendations provided for funding from the local impact grant applications.

Discussion ensued regarding:

Process used to rank the applications;

Proposed process for grant awards;

Suggestion to reserve a portion of grant funds for future community needs;

State funding for gambling addiction and prevention programs; and

Town of Port Deposit grant applications

The Board concurred to schedule another meeting to discuss the applications in more detail and add the grant recommendations to the August 16 agenda for official approval.

SPCA contract addendum – Counsel Wilson provided the Board an overview of the SPCA contract addendum to extend the current contract and provide an opportunity to revise and renegotiate the contract if necessary when the proposed animal control ordinance is adopted. The request to increase the fee relates to cost incurred for accepting unwanted animals.

Counsel Halter representing the SPCA provided an overview of the discussion relative to the proposed contract addendum. He discussed the SPCA's waiver of fee process.

Discussion ensued regarding:

- . Donation fee vs. mandated fee relative to the contract;
- . SPCA does not turn away any animals if the fee is not paid;
- . Revision to financial reports provided to the county;
- . Potential cost incurred by the SPCA to provide the financial reports as stated in the contract;
- . Option to provide the county with a copy of the extensive financial Federal 990 report;
- . Providing data/statistic collection relative to performing animal control services;
- . Renegotiation or termination provisions in the contract; and
- . Month to month contract vs. annual contract ending June 30, 2012

Draft RFP-12-11 Fence installation for dog park at Community Center and Conowingo Park -

Director Van Dyke provided the Board an overview of draft RFP 12-11. The RFP would provide the Board the cost to install a fence for a dog park at these locations.

Discussion ensued regarding:

Dog park locations;

Developing a volunteer network to keep the dog park clean; and

Cost for advertising RFP vs. other options for gathering preliminary information on fence installation

The Board concurred to direct Director Van Dyke to gather preliminary information on the cost to install fence relative to developing a dog park without going through the RFP process.

Commissioner Items

Commissioner Dunn commented on the County Fair.

Commissioner Broomell had no comments.

Commissioner Moore asked Tourism Director Sandy Turner to introduce a new tourism campaign. She also commented on the MACo legislative meeting and requested County Administrator Wein schedule a meeting regarding discussion on infrastructure plans.

Tourism Manager Sandy Turner provided the Board an overview of a tourism campaign in area restaurants to promote tourism in the county.

Commissioner Hodge had no comments.

Commissioner Mullin commented on sponsoring the Chesapeake City Bridge Walk.

CLOSED SESSION

10:55 A.M. On motion made by Commissioner Moore, seconded by Commissioner Dunn, the Board moved to convene in closed session pursuant to the Maryland Annotated Code – State Government 10-508 (a) (1) Personnel matters; and (8) To consult with staff, consultants, or other individuals about pending or potential litigation.

The Board adjourned in closed session.

ADJOURNMENT CLOSED SESSION

12:20 P.M. On motion by Commissioner Moore, seconded by Commissioner Hodge, the Board voted unanimously to adjourn the closed session meeting.

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