

**Board of County Commissioners
Worksession Minutes
June 26, 2012**

PRESENT: Commissioners Mullin, Broomell, Moore, Dunn, and Hodge, Planning and Zoning Director Eric Sennstrom and staff, Human Resources Director Donna Nichols, Public Works Director Scott Flanigan, Economic Development Director Lisa Webb, Director of Parks & Recreation Clyde VanDyke, Chief Administrator Lisa Saxton, Budget Manager Craig Whiteford, Executive Office Administrator Vicky Rinkerman, Administrative Assistant Katie Piazza, County Attorney Norman Wilson, Treasurer Bill Feehley, members of the press, and members of the public.

OPEN SESSION – Elk Room

9:03 a.m. – President Mullin called the meeting to order.

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

Closed Session

The Board convened in closed session on June 19, 2012 at 11:30 a.m. On motion made by Commissioner Moore, seconded by Commissioner Hodge, the Board moved to convene in closed session pursuant to the Maryland Annotated Code State Government 10-508 (a) (1) Review and discussion of applications for appointment to Boards and Commissions. Motion carried unanimously.

Present at Closed Session: Commissioners Mullin, Broomell, Moore, Dunn, and Hodge, County Administrator Al Wein, County Attorney Norman Wilson, Executive Office Administrator Vicky Rinkerman and Administrative Assistant Katie Piazza.

Topics of discussion and action taken (if necessary):

County Administrator Wein advised the Board that they must consider party affiliation relative to appointments to the Ethics Commission and cannot have more than three of one party.

The Board agreed to prioritize and consider the appointments to the Ethics Commission and Liquor Board. They discussed different ways to come to an agreement on appointments.

The Board agreed to review the applications submitted for the Ethics Commission and Liquor Board be prepared to submit three names for consideration for appointment and discussion by the Board at the next closed session meeting on June 26, 2012.

County Administrator Wein advised the Board that staff would verify party affiliation for the current Ethics Commission members and forward that information to the Board.

The closed meeting was adjourned at 11:59 a.m.

Approval of Minutes

On motion made by Vice President Broomell, seconded by Commissioner Moore, the Board moved to approve the minutes of the June 19, 2012 Worksession meeting, June 19, 2012 Closed Session meeting. Motion carried unanimously.

Request to Fill Positions

Director Nichols advised the Board that the Department of Senior Services Community Transit submitted two (2) requests to fill a budgeted Office Services Assistant position, and a budgeted Program Associate position.

On motion made by Commissioner Hodge, seconded by Commissioner Dunn the Board moved to authorize the Human Resources department to advertise and fill the positions as presented. VOTE: Mullin - Y, Broomell - Y, Moore - Y, Dunn - Y, Hodge - Y. Motion carried unanimously.

Director Nichols advised the Board that the Department of Economic Development submitted a request to fill a budgeted Economic Development Coordinator position.

On motion made by Vice President Broomell, seconded by Commissioner Hodge the Board moved to authorize the Human Resources department to advertise and fill the position as presented.

VOTE: Mullin - Y, Broomell - Y, Moore - Y, Dunn - Y, Hodge - Y. Motion carried unanimously.

Director Nichols advised the Board that the Department of Public Works, Water & Wastewater Division submitted a request to fill a budgeted Water & Wastewater Manager position.

On motion made by Commissioner Hodge, seconded by Commissioner Dunn the Board moved to authorize the Human Resources department to advertise and fill the position as presented. VOTE: Mullin - Y, Broomell - Y, Moore - Y, Dunn - Y, Hodge - Y. Motion carried unanimously.

Commissioner Hodge commented on the importance of filling this position. Discussion ensued in regards to how this position fell vacant.

Director Nichols advised the Board that the Department of Parks & Recreation submitted two (2) requests to fill a Park Laborer position and a Manager of Park Operations position.

Discussion ensued regarding:

- If the Manager of Park Operations is a new position
- The reasons the Department of Parks and Recreation is requesting to fill the Manager of Park Operations position and the duties it entails
- Which position the Board is approving to be advertised and filled
- The duties for a Park Laborer

Members of the Board provided their comments relative to the two (2) requests to fill submitted by the Department of Parks and Recreation.

Commissioner Moore requested that the Board table the decision to approve the Manager of Park Operations position until the next Worksession on July 3, 2012.

Commissioner Hodge advised Director VanDyke to compile a list of capital improvement projects that the Department of Park and Receptions is currently working on and all future projects.

Director Nichols advised the Board that she would email the specific job descriptions to the Commissioners.

On motion made by Commissioner Dunn, seconded by Commissioner Moore the Board moved to authorize the Human Resources department to advertise and fill the position for the Park Laborer as presented and to table the Manager of Park Operations position until the next Worksession on July 3, 2012.

VOTE: Mullin - Y, Broomell - Y, Moore - Y, Dunn - Y, Hodge - Y. Motion carried unanimously.

Fund Balance Designations—FY 2012

Budget Manager Whiteford reviewed the proposed fund balance designations for FY 2012, as recommended by Treasurer Feehley.

Discussion ensued regarding:

- The Charter Government Contingency Fund
- The amount originally allotted to the Charter Government Contingency Fund
- Suggestions for a more reasonable amount
- How the Charter Government Contingency Fund is set up and operates
- The reasons behind setting aside an allotted amount against requesting a budget amendment to receive the funding needed
- Whether the Board is in agreement to approve the remaining funds presented to the Board
- Funds needing to be set aside in order to allow the transition into Charter Government to be a smooth process
- The endeavor to make the transition into Charter Government as cost neutral as possible

Commissioner Moore and Commissioner Broomell requested the email sent to Commissioner Hodge on the Paygo Funding items be sent to them via email.

Chief Administrator Saxton advised the Board on how the committed fund balance can be changed and the purpose for an assigned fund balance. She also advised the Board on what an unassigned balance is and that an assigned fund balance can only be spent by the Council's approval.

Members of the Board provided their comments relative to the Fund Balance Designations—FY 2012.

Chief Administrator Saxton advised the board that the Council would be required to request a budget amendment in order to obtain money from the Charter Government Contingency Fund.

On a motion made by Vice President Broomell, seconded by Commissioner Dunn the Board moved to assign \$15,000 to the Charter Government Contingency Fund.

Members of the Board provided their comments on what amount they would be willing to entertain for the proposed designation.

President Mullin called a vote for the motion made by Vice President Broomell, and seconded by Commissioner Dunn to assign \$15,000 to the Charter Government Contingency Fund.

Vote: Broomell-Y, Dunn-Y, Mullin-N, Moore-N, Hodge-N, 2 in favor 3 against, motion failed.

On a motion made by Commissioner Moore, seconded by Commissioner Hodge the Board moved to assign \$100,000 to the Charter Government Contingency Fund.

Vote: Moore-Y, Hodge-Y, Broomell-N, Dunn-N, Mullin-N, 2 in favor 3 against, motion failed.

Vice President Broomell commented for the record that she voted "No" to the vote for \$100,000 due to the fact that she is in favor of \$15,000.

On a motion made by President Mullin, seconded by Vice President Broomell the Board moved to disapprove the Charter Government Contingency Fund.

Vote: Mullin-Y, Broomell-Y, Dunn-Y, Moore-N, Hodge-N, 3 in favor 2 against, motion carried to disapprove the Charter Government Contingency Fund.

SB 236 Tier Mapping & Fact Sheet

Director Sennstrom reviewed the SB 236 Tier mapping and fact sheet. He advised the Board that the Maryland Department of Planning has requested to have the Tier maps for review no later than October of 2012, in order for allow time for any changes that need to be made before the December 21, 2012 deadline.

Discussion ensued regarding:

- Which areas in Cecil County are set aside for preservation
- How the County is divided up into specific tiers
- The McCoy farm property being listed as Tier 4
- What type of development is allowed in each tier

Members of the Board provided their comments relative to the SB 236 Tier mapping and fact sheet.

Director Sennstrom advised the Board that he would email a map of all the subdivisions throughout the County to the Commissioners.

President Mullin advised the Board that they would follow up on this topic at a future Worksession allowing the Board to have an opportunity to review the subdivisions.

Commissioner Moore commented for the record that the county spent money on land at the last Commissioners Meeting on June 19, 2012 and now that land is listed as tier 4 which is limited for development and if that is the case the Commissioners should be asking why they spent money on land that might never be developed.

President Mullin advised the Board that they will be following up with Planning and Zoning in order to address this matter further and that this process is at the beginning stages.

Vice President Broomell commented that she wants to be consistent with the Comprehensive Plan when moving forward with SB 236.

Board agreed to follow up to discuss how the land in Cecil County is divided up into specific tiers, especially in the Rising Sun and Elk Neck areas.

Commissioner Items

Commissioner Dunn commented that the McMillan curatorship has been completed on Brick Meeting House Road and an invitation had been extended to the Commissioner to tour the newly renovated house on Thursday at 11:00am.

Vice President Broomell commented on the McMillan project and on her daughter's wedding at the Donaldson Brown Center in Port Deposit and how this Center needs to be promoted more.

Commissioner Moore commented on the Susquehanna Workforce annual meeting and how Gore and ATK were a part of the Technology panel which discussed jobs and skills they are looking for. She also commented on the retirement tribute to Reverend Jim Jones from James United Methodist Church in Rising Sun.

Commissioner Hodge commented on the Greater Baltimore Committee and how this committee asked the citizens of Maryland to list barriers that prevent the State of Maryland from being one of the best places to conduct business and encouraged the Commissioners and public of Cecil County to come up with potential barriers as well, specifically for Cecil County, and list suggestions to those barriers.

Commissioner Moore commented that she knows of a similar document that was submitted to the State of Maryland, and asked Commissioner Hodge to forward the email regarding the Greater Baltimore Committee and their efforts.

Vice President Broomell commented on a study that was conducted on the tolls in Maryland.

Commissioner Hodge asked the Board where they stand on the Animal Care and Control Ordinance. A discussion ensued regarding the current status of this ordinance, and how the Board plans to move forward.

President Mullin had no comments.

CLOSED SESSION

9:55 AM

On motion made by Vice President Broomell, seconded by Commissioner Dunn, the Board moved to convene in closed session pursuant to the Maryland Annotated Code State Government 10-508 (a) (1) to review and discuss applications for appointment to various Boards and Commissions. Motion carried unanimously.

ADJOURNMENT CLOSED SESSION

11:06 AM

On motion made by Vice President Broomell, seconded by Commissioner Dunn, the Board moved to adjourn the closed session meeting. The meeting was adjourned.

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