

**Worcester County Board of Viewers – Kitts Branch PDA
Organizational Meeting Minutes
November 30, 2018
Worcester County Library – Berlin Branch
2nd Floor Meeting Room**

Attendance:

Board Members:

Robert Shockley
David Bradford, Sr.
Lee Gillis
John Ross
Allan Hudson

Staff:

Robert Mitchell, Director, DEP
David Bradford, Deputy Director. DEP
Maureen Howarth, County Attorney

Call to Order

The meeting was called to order at 10:00 AM

Introductions

Introductions were made by staff to the Board members and the Board members introduced themselves as well.

Acceptance of Appointment

A form was passed out to the Board to get their acknowledgement of the appointment by the County Commissioners and acceptance of the appointment per the statute. All Board members accepted their appointments.

Summary of the Project

Staff went over the purpose of the Board along with the proposed project scope, which was the relocation of approximately 400 LF of the main stem of the Kitts Branch PDA. Only addition I would add under Questions from the Board related to the PDA- the difference between the roles of the Managers and Board of Viewers was explained. The law set up the Board to be a neutral body . The Managers do not have a role in this decision.

A copy of the owners report was given to all Board members.

The whole PDA was shown to the Board members with a map laid out of the area's main stem and branches.

Questions from the Board

The Board expressed questions regarding the involvement of the PDA. They wanted to reach out to the PDA to see if they had concerns on the project. They also wanted to reach out to State Highway regarding

any concern they may have. Staff will reach out to them about this matter. The difference between the roles of the Managers and Board of Viewers was explained. The law set up the Board to be a neutral body so the PDA Managers do not have a role in this decision. They can comment and the Board can consider their comments.


Next Steps

The Board agreed to post the property only and they also wanted to walk the site at the next meeting. It was also requested that the owner stake out the site where the ditch would be re-routed so that area was visible to the Board at the next meeting.

Next Meeting Scheduled

The Board decided the next meeting will be January 7th, 2019. The Board decided to meet first at the library and then move to the site for a site visit.

The meeting adjourned at 11:00 AM


1/7/19
David M. Bradford, Jr.
Deputy Director.
Environmental Programs