

Minutes of the County Commissioners of Worcester County, Maryland

April 10, 2018

Budget Work Session

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

The Commissioners met at 9:00 a.m. with Chief Administrative Officer Harold Higgins and Budget Officer Kathy Whited to conduct a work session to continue their review of the Worcester County Department and Agency Operating Budget Requests for FY19, as presented to the Commissioners during their March 20, 2018 meeting. The requested FY19 Operating Budget currently reflects estimated revenues of \$202,665,379, and requested general fund operating expenditures of \$211,611,999, which leaves a shortfall of \$8,946,620 that must be reconciled by either reductions in expenditures, additional revenues, or a combination of the two.

Commissioner Church was absent from the morning work session.

The Commissioners met with Circuit Court Judge Brian D. Shockley and Court Administrator Michael Howard to review and discuss the proposed FY19 Operating Budget of \$1,216,052 for the Circuit Court, representing a decrease of \$122,682 or -9%.

The Commissioners met with Ad Interim State's Attorney William H. McDermott to review and discuss the proposed FY19 State's Attorney's Office Operating Budget of \$1,363,355, representing an increase of \$4,167, a less than 1% variance.

The Commissioners met with Library Director Jennifer Ranck to review and discuss the proposed FY19 Library Operating Budget of \$2,740,592, representing an increase of \$232,147 or 9%.

The Commissioners met with Chief Deputy Doug Dods and other members of the Sheriff's Office staff to review and discuss the proposed FY19 Sheriff's Office Operating Budget of \$8,314,668, representing an increase of \$891,622 or 12%.

Commissioner Mitrecic suggested that the budget for the Sheriff's Office and the State's Attorney's Office should be pro-rated to ensure that sufficient funding will remain in the second half of the fiscal year, after the new Sheriff and potentially new State's Attorney take office.

The Commissioners met with Economic Development Deputy Director Kathryn Gordon to review and discuss the proposed FY19 Economic Development Operating Budget of

\$450,028, representing an increase of \$77,751 or 21%.

At the request of the Commissioners, Ms. Gordon agreed to provide them with information regarding any commercial property sales and/or leases, stemming from the annual Worcester County Economic Development Commercial Real Estate Tour.

The Commissioners met with Finance Officer Phil Thompson and Assistant Finance Officer Jennifer Swanton to review and discuss the proposed FY19 Treasurer's Office Operating Budget of \$1,068,741, representing a decrease of \$39,545 or -4%; Other General Government - Management Information Systems of \$3,473,231, representing an increase of \$601,930 or 21%; and Debt Service of \$11,628,225, representing a decrease of \$690,045 or -6%.

The Commissioners met with Fire Marshal Jeff McMahon to review and discuss the proposed FY19 Operating Budget of \$487,930 for the Fire Marshal's Office, representing a decrease of \$659, a less than 1% variance; and the Fire Training Center budget request of \$100,767, representing an increase of \$53,110 or 111%.

At the request of Commissioner Mitrecic, the Commissioners directed Mr. McMahon to submit a request for additional FY18 funds to compensate Fire Marshal's Office employees for accumulated overtime in lieu of comp time.

The Commissioners met with Mr. McMahon and Emergency Services Director Fred Webster to review and discuss the proposed FY19 Volunteer Fire and Ambulance Funding Budget of \$7,183,451, representing an increase of \$23,024, a less than 1% variance.

The Commissioners requested staff develop a simplified formula for ambulance funding during FY19 for their consideration in the requested FY20 Volunteer Fire and Ambulance Funding Budget.

The Commissioners met with Mr. Webster to review and discuss the proposed FY19 Emergency Services Operating Budget of \$3,153,198, representing an increase of \$302,434 or 11%.

The Commissioners met with Mr. Webster and Information Technology Manager Brian Jones to review and discuss the proposed FY19 Information Technology Budget of \$582,875, representing an increase of \$92,250 or 19%.

The Commissioners met with Mr. Higgins to review FY19 Operating Budget requests for the following agencies: \$928,683 for County Commissioners, representing an increase of \$10,990 or 1%; \$28,294 for Orphan's Court, representing level funding; \$3,473,231 for Other General Government, representing an increase of \$601,930 or 21%; \$181,438 for University of Maryland Extension Agency, representing an increase of \$5,268 or 3%; \$526,254 for Other Natural Resources, representing an increase of \$22,758 or 5%; \$17,335,070 for Taxes Shared with Towns, representing level funding; \$6,399,764 for Grants to Towns, representing an increase of \$589,308 or 10% (this budget does not yet reflect later requests from the Town of Snow Hill for an additional grant of \$126,843 to repair Coulbourne Lane or the Town of Ocean City for an increase in the Tourism Grant of \$100,000); \$2,850,988 for Interfund Transfers, representing an increase of \$1,184,665 or 71%; \$2,291,392 for Wor-Wic Community College,

representing an increase of \$146,050 or 7%; \$1,143,976 for Other Social Service Groups, representing an increase of \$279,606 or 32%; \$127,701 for Other Recreation & Culture, representing an increase of \$22,201 or 21%.

In response to a concern raised by Commissioner Mitrecic, Ms. Whited advised that County Administration had not received an FY19 grant request from the Ocean City Art League and agreed to contact them to request a copy to add to the requested FY19 Other Social Services Group Operating Budget.

The Commissioners adjourned for lunch, after which they reconvened their budget work session.

Commissioner Church joined the meeting.

The Commissioners met with Public Works Director John Tustin to review and discuss the proposed FY19 Public Works Administration Operating Budget of \$479,151, representing an increase of \$7,337 or 2%.

Maintenance Superintendent Ken Whited reviewed the proposed FY19 Operating Budget of \$1,039,900 for the Maintenance Division of Public Works, representing an increase of \$9,467 or 1%; and the Mosquito Control budget of \$285,260, representing an increase of \$65,702 or 30%.

Roads Superintendent Frank Adkins reviewed the requested FY19 Operating Budget of \$5,393,937 for the Roads Division of Public Works, representing an increase of \$1,547,315 or 40%.

Landfill Superintendent Mike Mitchell and Enterprise Fund Controller Jessica Wilson reviewed the proposed FY19 Enterprise Fund Operating Budget of \$6,021,661 for the Solid Waste Division of Public Works, representing an increase of \$118,262 or 2%. The proposed budget includes General Fund support of \$1,033,339 for Recycling, a decrease of \$8,916, and \$664,984 for Homeowners Convenience Centers, an increase of \$40,916.

Public Works Deputy Director John Ross and Ms. Wilson reviewed the proposed FY19 Enterprise Fund Operating Budget of \$11,455,240 for the Water and Wastewater Division of Public Works, representing an increase of \$643,303. Following a request by the Commissioners, Ms. Wilson agreed to provide a list of reserves for each of the service areas.

The Commissioners met with Human Resources Director Stacey Norton to review and discuss the proposed FY19 Human Resources Operating Budget of \$407,991, representing an increase of \$48,202 or 13%, and FY19 Insurance and Benefits Budget of \$19,157,521, representing an increase of \$2,646,928 or 16%.

The Commissioners adjourned to meet again on April 17, 2018.