

AGENDA

WORCESTER COUNTY COMMISSIONERS

Worcester County Government Center, Room 1101, One West Market Street, Snow Hill, Maryland 21863

The public is invited to view this meeting live online at - <https://worcestercountymd.swagit.com/live>
Meeting Attendees are required to wear face coverings and practice social distancing.

March 2, 2021

	Item #
9:00 AM - Vote to Meet In Closed Session in Commissioners' Meeting Room - Room 1101 Government Center, One West Market Street, Snow Hill, Maryland	
9:01 - Closed Session: Discussion regarding the hiring of a Plant Operator Trainee in Public Works, and certain personnel matters; receiving legal advice from Counsel; and performing administrative functions	
10:00 - Call to Order, Prayer (Pastor Sean Davis), Pledge of Allegiance	
10:01 - Report on Closed Session; Review and Approval of Minutes of February 16, 2021 Meeting	
10:05 - Proclamations on Women's History Month and Professional Social Work Month	1
10:10 - Chief Administrative Officer: Consent Agenda (Public Hearing Request for CDBG COVID Grant, CDBG Grant Bid Recommendation, Housing Rehabilitation Program Bid Package, Proposed State Mosquito Control Budget)	2-5
10:20 - Chief Administrative Officer: Administrative Matters (BOE Funding Request, Salisbury Airport Briefing, Broadband Presentation, Pending Board Appointments, Rezoning Case 431, Proposed 911 Phone Fee Increase, Newark Spray Irrigation Farming Lease)	6-7, 9-13
10:30 - FY22 Municipalities and Ocean Pines Budget Request Presentation	8
10:40 -	
10:50 -	
11:00 -	
11:30 - Questions from the Press; County Commissioner's Remarks	
12:00 - Closed Session (If Necessary)	
Lunch	
1:00 PM - Chief Administrative Officer: Administrative Matters (If Necessary)	6-7, 9-13

AGENDAS ARE SUBJECT TO CHANGE UNTIL THE TIME OF CONVENING

Hearing Assistance Units Available - see Weston Young, Asst. CAO.
Please be thoughtful and considerate of others.
Turn off your cell phones & pagers during the meeting!

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Minutes of the County Commissioners of Worcester County, Maryland

February 16, 2021

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

Following a motion by Commissioner Nordstrom, seconded by Commissioner Bertino, the Commissioners unanimously voted to meet in closed session at 9:00 a.m. in the Commissioners' Meeting Room to discuss legal and personnel matters permitted under the provisions of Section 3-305(b)(1) and (7) of the General Provisions (GP) Article of the Annotated Code of Maryland and to perform administrative functions, permitted under the provisions of Section GP 3-104. Also present at the closed session were Chief Administrative Officer Harold L. Higgins, Assistant Chief Administrative Officer Weston Young, County Attorney Roscoe Leslie, Public Information Officer Kim Moses, and Human Resources Director Stacey Norton. Topics discussed and actions taken included: rehiring Paul Bowden as a Vehicle and Equipment Mechanic III within the Solid Waste Division of Public Works, promoting Jenna McGoogan from temporary Sergeant to permanent Sergeant and temporarily promoting Joshua Tyndall from Corporal to Sergeant for the County Jail; acknowledging the hiring of Pamela Correa as an Assistant State's Attorney and Jeffrey Stelmack as a part-time Deputy for the Sheriff's Office; certain personnel matters; receiving legal advice from counsel; and performing administrative functions, including: discussing FY22 benefits recommendations and potential board appointments.

Following a motion by Commissioner Nordstrom seconded by Commissioner Bertino, the Commissioners unanimously voted to adjourn their closed session at 9:48 a.m.

After the closed session, the Commissioners reconvened in open session. Commissioner Mitrecic called the meeting to order, and following a morning prayer by Pastor George Tasker of the Abundant Life Apostolic Church of Pocomoke and pledge of allegiance, announced the topics discussed during the morning closed session.

The Commissioners reviewed and approved their February 2, 2021 open session minutes as presented and their closed session minutes as amended.

The Commissioners met with Atlantic General Hospital (AGH) Board of Trustees Chair Greg Shockley, President and Chief Executive Officer Michael Franklin, Dr. Sally Dowling, and Charge Nurse Betty Widgeon to discuss the Atlantic General Hospital and Health System 2020 in Review/What's Coming in 2021 community update. Mr. Shockley thanked the Commissioners for their FY21 support, noting that these resources helped the health system overcome COVID-19 hurdles, and he outlined recent renovation and addition projects and aid

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provided to the medically underserved in Pocomoke.

Dr. Dowling and Ms. Widgeon discussed changes to the COVID-19 unit and patient care throughout the pandemic. Dr. Dowling advising that AGH has administered 4,000 doses of the vaccine and treated 373 COVID-19 patients to date, and all seven of the patients who were placed on ventilators have recovered. Mr. Franklin presented a PowerPoint, which covered AGH's 2021 Vision and Mission; Strategic Planning for 2021-2025; Financial Report – Year over Year Comparison for FY19 and FY20, which included a significant decline in patient admissions and significant increase in length of stays due to COVID-19 ; FY20 Community Impact of \$15 million on the economy and quality of life; Expanding Access to Care through Advanced Practice Providers; Free Community Flu Clinics, which provided 1,777 vaccines to area residents during four drive-through clinics in October 2020; Maryland COVID-19 Vaccination Summary; COVID-19 Response, including pandemic surge response care, discharge and recovery of 225 patients with COVID-19; Master Facility Planning in Ocean Pines. Following some discussion, Commissioner Mitrecic thanked AGH representatives for their update.

The Commissioners reviewed and discussed various board appointments.

Upon nominations by Commissioner Purnell, the Commissioners unanimously agreed to appoint Mark Bowling and Samuel Henry to the Commission on Aging for three-year terms each expiring September 30, 2023; and Devita Washington to the Housing Review Board for the remainder of a three-year term expiring December 31, 2021, to replace Sharon Teagle, and for a full three-year term thereafter expiring December 31, 2024.

Upon a nomination by Commissioner Bertino, the Commissioners unanimously agreed to appoint Bob Gilmore to the Solid Waste Advisory Committee for a four-year term expiring December 31, 2022 to fill an existing vacancy created by the passing of Jim Rosenberg.

Commissioner Bertino honored the volunteer service of former Ethics Committee member Jeff Kneffer who passed away on Saturday.

Pursuant to the recommendation of Office Assistant Karen Hammer and upon a motion by Commissioner Nordstrom, the Commissioners unanimously approved the following Worcester County Government Employee Appreciation events and programs for 2021: Night at The Shorebirds at a date and time as-yet to be determined, with free tickets available for each employee and additional tickets for family and friends sold for \$5 each, at a total County cost of \$1,000 (for 200 tickets), less income from ticket sales; and Jolly Roger Day on Sunday, August 15, from 10:00 a.m. until 6:00 p.m., at no cost to the County, with special pricing available to all County staff, family, and friends. These events, which have been conducted over the past several years to improve morale and demonstrate the Commissioners' support and appreciation of County staff, have been extremely successful and sincerely appreciated by County employees.

Pursuant to the request of Housing Program Administrator Jo Ellen Bynum and upon a motion by Commissioner Bertino, the Commissioners unanimously approved bid specifications for a septic system replacement for a single-family home in the Stockton area, which is to be funded through the County's current housing rehabilitation grant.

Pursuant to the recommendation of Ms. Bynum and upon a motion by Commissioner

Bertino, the Commissioners unanimously agreed to subordinate the County's 2020 Housing Rehabilitation 10-Year Loan/Conditional Grant Agreement with Ronald and Cordia Manuel, with a remaining balance of \$15,501, to Embrace Home Loans. The Manuels are refinancing their mortgage to cover the cost of emergency repairs to their sewage disposal system, environmental cleanup, and temporary relocation.

The Commissioners conducted a public hearing on Rezoning Case No. 431 for an application submitted by Hugh Cropper, IV on behalf of COF Investment Group, LLC, property owner, which seeks to rezone approximately 1.25 acres of land consisting of three separate segments on an overall parcel totaling 5.46 acres, located to the northerly side of U.S. Rt. 50, east of MD Rt. 707 in West Ocean City, and more specifically identified on Tax Map 26 as part of Parcel 158, from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District. County Attorney Roscoe Leslie swore in those individuals who planned to give testimony during the hearing. Development Review and Permitting Deputy Director (DRP) Jennifer Keener reviewed the application, which received a favorable recommendation from the Planning Commission. She then stated that according to the application for rezoning, the applicants' claim as the basis for their rezoning request was that there was a mistake in the existing zoning. She then entered the Planning Commission's Findings of Fact into the record and stated that the petitioned area has been used as needed for over 30 years for commercial purposes in conjunction with the adjacent restaurant. She reviewed the zoning history, noting that in 1992 the property, which had been B-1 Neighborhood Business District to a depth of 300' into the property, was rezoned B-2 for a depth of 300' and the rear of the property retained the R-2 District classification. Then in 2009 the commercial zoning district was rezoned from B-2 to C-2 and increased its depth by approximately 50' for a total of 350'. She advised that the adjoining properties are also zoned C-2 and R-2, with mapped tidal wetlands in the RP District. She stated that the Planning Commission concluded that the property is located in the Commercial Center Land Use Category, with the majority of the property commercially zoned, and that split zoning is strongly discouraged. In addition, the development of the R-2 with a residential structure would require access through the commercial zoning for future development, which is not desirable. Therefore, the Planning Commission concluded that a change in zoning would be more desirable in terms of the objectives of the Comprehensive Plan and gave a favorable recommendation to Rezoning Case No. 431.

Commissioner Mitreic opened the floor to receive public comment.

Mr. Cropper stated that the subject property is located along U.S. Rt. 50, is almost entirely in the Commercial Center Land Use Category of the Comprehensive Plan, and the applicant is seeking to eliminate all of the R-2 District from the property and modify the RP District boundary line based on a formal delineation of the tidal wetlands, which consist of 0.2 acre. He concurred with the Planning Commission's findings and asked the Commissioners to accept the findings as his testimony as well.

Environmental Consultant Chris McCabe advised that this is more of a refinement of the zoning boundary line than a mistake in the existing zoning. He concurred that the RP District boundary line should be modified based on a formal delineation of the tidal wetlands, and noted that the sensitive areas of the property will still be protected by the application of a wetland buffer and the Critical Area buffer for any property development.

Land Planner Bob Hand advised that a finger of the RP district bisects the property, so

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anyone developing the site could argue the need for two separate entrances on U.S. Rt. 50. He also agreed that the proposed rezoning is more of a refinement of the RP District Boundary line based on a delineation of the tidal wetlands than a mistake.

There being no further public comment, Commissioner Mitrecic closed the public hearing.

Upon a motion by Commissioner Bunting, the Commissioners conceptually adopted the Planning Commission's Findings of Fact as their own and approved the rezoning from R-2 to C-2 in the acreage and location as delineated on the zoning exhibit submitted with the application.

The Commissioners met in legislative session.

The Commissioners conducted a public hearing to receive comments on Bill 21-2 (Zoning – Signs), which was introduced on January 5, 2021 by Commissioners Bertino, Bunting, Church, Elder, Mitrecic, Nordstrom, and Purnell. Mr. Tudor reviewed the bill, which would amend Section ZS 1-324 of the County Code to add a provision to allow up to six internal community signs within an established community or subdivision. He concluded that the proposed bill received a favorable recommendation from the Planning Commission and County staff. Commissioner Bertino stated that it is important to utilize these electronic signs to be able to inform the community of emergencies and other internal communications. In response to a question by Commissioner Bertino, Mr. Tudor stated that the signs are to promote community information and not commercial advertising, and staff would support increasing the limit on internal community signs from six to eight.

Commissioner Mitrecic opened the floor to receive public comment.

Ocean Pines Association (OPA) Vice President Colette Horn stated that these signs are important to provide both public safety and internal information to Ocean Pines residents.

There being no further public comment, Commissioner Mitrecic closed the public hearing.

Upon a motion by Commissioner Bertino, the Commissioners voted unanimously to amend Bill 21-2 to increase the permissible number of internal community signs from six to eight.

Upon a motion by Commissioner Bertino, the Commissioners unanimously adopted Bill 21-2 as amended.

CRICKET Center Board of Directors President Deborah Travers and Executive Director Wendy Myers provided the Commissioners with an overview of the CRICKET Center, Worcester County's only Child Advocacy Center (CAC) and introduced the CRICKET Center facility dog, Josiah, who provides comfort and strength to abused children while they are at the facility and in court from the initial investigation to prosecution of offenders. Ms. Myers presented a PowerPoint identifying the purpose of the State-mandated CAC, the cost of child abuse, the team of providers, and their collaborative efforts to provide resources to protect the rights of children and reduce secondary trauma to them through the process of investigating and prosecuting their abusers. Ms. Travers stated that the CRICKET Center never charges fees for their services. Rather, the center is able to operate thanks to the generous support of local government grants and private donations. Ms. Myers stated that the CRICKET Center receives about 85 referrals each month, and that their doors have remained open throughout the pandemic. However, for the past 11 months, maltreated children have been trapped at home with their

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abusers due to the cancellation of in-person learning, leaving the true impact of child abuse during 2020 yet to be discovered. She stated that the CRICKET Center is an accredited CAC as well as a model in the State.

In response to comments by Ms. Myers, Commissioner Mitrecic noted that the Commissioners are obligated to support the work of the CRICKET Center and agreed to recognize April as Child Abuse Prevention Month by issuing a proclamation at their first meeting in April and that County buildings would go blue throughout the month. Commissioner Bertino concurred, noting that the County benefits from the work of the CRICKET Center. In response to a question by Commissioner Bertino, Ms. Myers advised that the CRICKET Center applies the annual County grant of \$10,000 to their annual \$300,000 operating budget.

Commissioner Purnell thanked Ms. Myers and Ms. Traverse for the work they are doing to protect children.

The Commissioners met with Recreation and Parks Director Kelly Rados to discuss a second request from Mark Spagnola, Captain of Dusk to Dawn Fishing Charters, for a special use permit as identified in Section CG 4-406 (f) of the County Code to be permitted to launch and retrieve his charter boat from the South Point boat ramp. Commissioner Mitrecic noted that the Commissioners previously declined this request.

Mark Cropper, Attorney for Mr. Spagnola, advised that his client's business consists of taking up to five clients out fishing on his 20-foot aluminum boat to wherever the fish are running, and it would be impractical for him to lease a slip at one location and attempt to drive his boat up to 20 miles on any given day to the fishing grounds.

Commissioner Church stated that the South Point community does not have any concerns with the proposed use, so he could support this request. Commissioner Bertino cautioned that approving this request would affect all of the County-owned boat ramps. In response to questions by Commissioner Bertino, Mr. Cropper noted that the proposed use is no more intense than that of recreational users. He further noted that he tried to develop a text amendment that would address the requested use, but was not successful.

Commissioner Bunting stated that the Commissioners have worked hard to protect the recreation use of the County boat ramps, and he is not comfortable opening the door now to commercial use. However, he encouraged Mr. Cropper to work with the County to develop a text amendment for the Commissioners consideration that would meet the needs of his client without opening the County boat ramps to future commercial use.

Commissioner Mitrecic noted that the proposed use is low impact, and he would be willing to consider requests like this one on a case-by-case basis.

Following some discussion and upon a motion by Commissioner Church, the Commissioners voted 6-1, with Commissioner Bunting voting in opposition, to grant a one-year Special Use Permit, which may at any time be revoked by the County, authorizing Mr. Spagnola to utilize the South Point boat ramp to launch and retrieve his charter boat. The Commissioners further directed staff to develop a text amendment for their consideration that would permit these low-impact activities at County boat ramps.

The Commissioners met with Environmental Programs Director Bob Mitchell to discuss a request from the Department of Natural Resources (DNR) for a Special Use Permit from March 1 to April 30, 2021 to utilize a 50' x 70' area of the northwest corner of the South Point

boat ramp. Mr. Mitchel stated that DNR is working with the Maryland Coastal Bays Program (MCBP), Audubon Maryland-DC, and local volunteers to install four wood nesting platforms in the Coastal Bays at locations on the western shore of Assateague Island for two state-endangered birds, the common tern and black skimmer. Mr. Mitchell stated that his office will be issuing a local shoreline permit for this project, and the application process is also underway to obtain a wetland license from the Maryland Department of the Environment and a Letter of Permission from the Corps of Engineers. He concluded that DNR would like to assemble and launch the nesting platforms from the boat ramp, and County staff support the temporary use of the boat ramp for this non-commercial purpose.

In response to a question by Commissioner Bunting, MCBP Executive Director Kevin Smith stated that they have not requested authorization to use the State boat ramp because it is not in close proximity to the proposed nesting sites. He further advised that they do not have a lot of experience building these structures and are requesting to utilize the South Point boat ramp through April 30, as they are not certain whether they can complete the project prior to that date. In response to a question by Commissioner Mitrecic, Mr. Smith advised that the proposed nesting sites are not close to residential areas.

Upon a motion by Commissioner Nordstrom, the Commissioners voted 6-1, with Commissioner Bunting voting in opposition, to approve the request from DNR for a Special Use Permit through April 30 for the South Point boat ramp.

Pursuant to the recommendation of Information Technology Director Brian Jones and upon a motion by Commissioner Elder, the Commissioners unanimously agreed to waive the standard bid process and accept the best proposal from Central Square in the amount of \$187,976.80 to purchase two Hewlett Packard servers, with onsite support, onsite software configuration, data migration, and redundancy support. Mr. Jones advised that this hardware would replace two aged critical servers, which are responsible for the 911 computer aided dispatch within Emergency Services, the jail management system within the County Jail, and the records management system within the Sheriff's Office. In response to a question by Commissioner Elder, Mr. Jones advised that \$235,000 is available within the FY21 budget for this purpose. In response to a question by Commissioner Bertino, Mr. Jones stated that the County has had more success using the HP product than the Dell product also available from Central Square at a cost of \$177,695.20.

In a related matter, the Commissioners requested Mr. Jones and representatives from Talkie attend their March 2, 2021 meeting to provide them with an update on plans to extend broadband to the rural areas of the County.

Pursuant to the recommendation of Public Works Director John Tustin and upon a motion by Commissioner Bertino, the Commissioners unanimously approved bid specifications for the lease of one current model year landfill track loader for use within the Solid Waste Division of Public Works.

Commissioner Nordstrom thanked employees within the Roads Division of Public Works for keeping County roads safe and passable during a recent snow event.

Upon a motion by Commissioner Nordstrom, the Commissioners voted 6-1, with

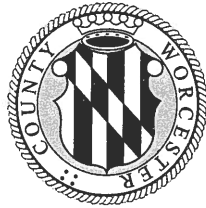
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Commissioner Bertino voting in opposition, to postpone their review of employee evaluations until their next meeting on March 2, 2021.

Commissioner Bertino asked County staff to address an email from Fawn Mete disputing certain information provided by County staff to the Commissioners regarding the summer STEM (science, technology, engineering, and math) camp and internship program. Commissioner Bunting stated that he may not have voted to approve certain changes to the STEM program if he had this information at the time.

The Commissioners answered questions from the press, after which they adjourned at 12:06 p.m. to meet again on March 2, 2021.

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FAX: 410-632-3131
E-MAIL: admin@co.worcester.md.us
WEB: www.co.worcester.md.us



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COUNTY COMMISSIONERS

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CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

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DIANA PURNELL

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

PROCLAMATION

WHEREAS, March is Women’s History Month, and we pause to honor women of every race, class, and ethnic background who have made historic contributions to the growth and strength of Worcester County in countless recorded and unrecorded ways; and

WHEREAS, women have played and continue to play critical economic, cultural, and social roles in every sphere of life, constituting a significant portion of the labor force, establishing early charitable, philanthropic, and cultural institutions, securing their own rights of suffrage and equal opportunity, serving in the nation’s military and as leaders in the forefronts of every major social change movement to create a more fair and just society for all.

NOW, THEREFORE, we the County Commissioners of Worcester County, Maryland, do hereby proclaim March 2021 as **Women’s History Month** and honor the countless women who are helping to shape our nation.

Executed under the Seal of the County of Worcester, State of Maryland, this 2nd day of March, in the Year of Our Lord Two Thousand and Twenty-One.



Joseph M. Mitrecic, President

Theodore J. Elder, Vice President

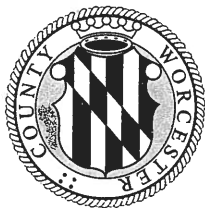
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PROCLAMATION

WHEREAS, this March we celebrate Professional Social Work Month, recognizing the 2021 theme that “Social Workers Are Essential,” as the programs and services provided by professional social workers are essential to community well-being; and

WHEREAS, social workers are trained to help people address personal and systemic barriers to optimal living, and they effective positive change with individuals, families, groups, and entire communities.

NOW, THEREFORE, we the County Commissioners of Worcester County, Maryland, do hereby proclaim March as **Professional Social Work Month** and recognize that social workers enhance human well-being and help meet the basic needs of all people, especially the most vulnerable among us.

Executed under the Seal of the County of Worcester, State of Maryland, this 2nd day of March, in the Year of Our Lord Two Thousand and Twenty-One.

Joseph M. Mitrecic, President

Theodore J. Elder, Vice President

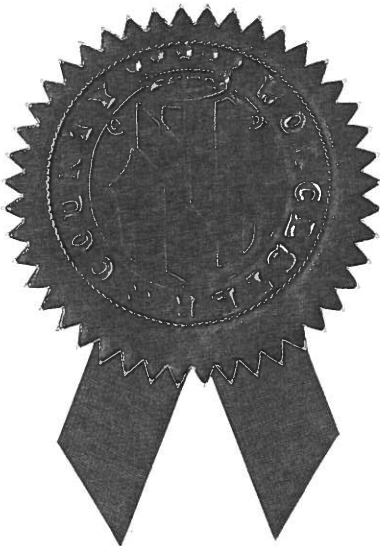
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ACAO Note: Proposed Public Hearing for March 16, 2021

February 22, 2021

To: Harold Higgins, Chief Administrative Officer
Worcester County Commissioners

From: Kim Reynolds, Senior Budget Accountant

Subject: Request for Public Hearing #2 CDBG COVID Round 1 Grant

This is a request to hold a second public hearing regarding the progress of the Community Development Block Grant which was awarded to the County Commissioners of Worcester County, Maryland and sub-awarded to Diakonia, Inc. and the Worcester County Developmental Center.

The CDBG COVID Round 1 Grant No. CV-1-13 was approved on August 27, 2020 and the close of the grant period is July 31, 2022. This grant was awarded in the amount of \$64,265. The Worcester County Developmental Center received \$31,400 for equipment for use of staff and clients to provide virtual day programs and services to developmentally disabled adults who are isolated due to the COVID crisis. Diakonia, Inc. received \$32,865 for staff cost and COVID testing supplies for homeless persons due to increased needs as a result of the COVID 19 crisis.

**NOTICE OF PUBLIC HEARING
ON THE PROGRESS OF
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS
WORCESTER COUNTY, MARYLAND**

The County Commissioners of Worcester County, Maryland will conduct a Public Hearing to provide information on the progress of **COVID Round 1 Grant. Grant No. CV-1-13** which was funded under the Maryland Community Development Block Grant Program which is a federally funded program designed to assist governments with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities and services. The hearing will be held on:

**TUESDAY, MARCH _____, 2021
AT _____ A.M.
IN THE COUNTY COMMISSIONERS' MEETING ROOM
ROOM 1101 – GOVERNMENT CENTER – ONE WEST MARKET STREET
SNOW HILL, MARYLAND 21863**

The purpose of the Public Hearing is to assess the program progress on the following CDBG grant received from the State of Maryland:

1. CV-1-13 COVID Round 1 Grant Funding is being used by Diakonia, Inc. which is located at 12747 Old Bridge Road, Ocean City, Maryland for cost of staff time and COVID testing and supplies for homeless persons due to increased needs as a result of the COVID 19 crisis in the amount of \$32,865. The Worcester County Developmental Center located at 8545 Newark Road, Newark, Maryland funding is being used to pay for equipment for use by staff and clients to provide virtual day programs and services to developmentally disabled adults who are isolated due to the COVID crisis.
2. The total amount of the grant is \$64,265 and the CDBG grant term is scheduled to end on July 31, 2022. Diakonia, Inc. and the Worcester County Developmental center are currently working towards completing their grant projects.

Efforts will be made to accommodate the disabled and non-English speaking residents with 3 business days advance notice to Weston Young, Assistant Chief Administrative Officer at 410-632-1194.

County Commissioners of Worcester County, Maryland

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February 23, 2021

To: Harold Higgins, Chief Administrative Officer
Worcester County Commissioners

From: Kim Reynolds, Senior Budget Accountant

Subject: CDBG Grant: Diakonia Shelter Renovations

Quotes were requested for Building 1 demo and repair/replacement of railings and deck ramp and stairs for the Diakonia Shelter Renovation which is being funded by Community Development Block Grant # MD-19-HI-2. Three quotes were needed to proceed with contractor selection as follows:

Building 1 repair/replacement railings, ramp and stairs:

Beach Construction Company	\$ 8,600.00
Eastern Shore Porch and Patio, Inc.	\$ 8,830.00
East Coast Contracting	\$11,200.00

After reviewing quotes with Diakonia, Inc. Board Members, they're recommendation of contractors is Beach Construction Company with an added \$1,000 contingency based on the wear of the decking for any unanticipated work for a total not to exceed \$9,600.

Copies of the quotes are attached for your review.



12747 Old Bridge Road
Ocean City, MD 21842-9243

Phone: 410-213-0923

Fax: 410-213-2499

diakoniaoc.org

To: Kim Reynolds-Worcester County

Fm: Mike Diffendal, Sr. Vice Chairman, Diakonia

Re: Railing Quote-Beach Construction


Dt: February 22, 2021

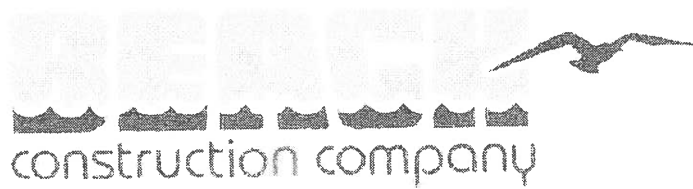
Please accept this recommendation for Beach Construction to provide the construction services in the amount of \$8600.00 for the repair and replacement of the rear handicap stairs and ramp railings on the main building located at 12747 Old Bridge Road.

Since we cannot see under the existing steps/ramp we would also request an additional contingency fee not to exceed \$1000.00 for unanticipated items which would bring the total not to exceed \$9600.00.

Thank you for your consideration of this request.

"Diakonia: Giving Help for Today and Hope for Tomorrow"

Services sponsored by Town of Ocean City, Worcester County,  UW of the Lower Shore,
State of Maryland and surrounding communities.



MHIC #121721

February 09, 2021

SCOPE OF WORK FOR: DIAKONIA
Old Bridge Road, Ocean City, MD 21842

1. GENERAL REQUIREMENTS

- A. DRAWINGS: N/A
- B. ENGINEERING: N/A
- C. PERMITS: Includes Ocean City building permit
- D. INSURANCE: General Liability & Workers Compensation insurance by Builder. Flood and Risk by Owner.
- E. All work related to existing exterior ramp

2. Demolition

- A. Remove the existing PT rails on the ramp
Remove the existing deck boards and save for replacement
Remove the existing 6" x 6" PT posts

3. Framing

- A. Replace Posts with 6" x 6" PT lumber
- B. Reinstall the existing composite deck boards
- C. Install white vinyl post sleeves, includes PolyRail or similar
- D. Install white vinyl, aluminum reinforced, rails with
Straight balusters on the ramp and adjacent stairs, PolyRail or similar
- E. The design of the ramp will remain the same

4. Final

- A. Run a magnetic sweep and dispose of all demolition debris
- B. Maintain an orderly job site & work diligently to maintain access as possible

PROTECTION OF FURNISHINGS Contractor will use good judgment in protecting Owners property. However, we recommend Owner participation and good judgment.

FINAL PREPARATION AND OCCUPANCY Trash removed. Ramp swept. Occupancy provided upon final payment.

GUARANTEE AND HOME BUYERS WARRANTY Beach Construction guarantees all work performed by us for one year from the date of completion. The RCPG will be the governing reference for acceptability.

CONTRACT AMOUNT \$ 8,600.00

Deposit \$ 2,800.00 Balance upon completion \$ 5,800.00

Agreement to proceed to contract

Date _____

(410) 352-3091

EASTERN SHORE
PORCH and PATIO, Inc.



P.O. Box 168, 4-B Mason Dr.
Selbyville Industrial Park
Selbyville, DE 19975
DE (302) 436-9520 / MD (410) 352-3091
FAX (302) 436-9525 - MHIC #25092
www.esvinyproducts.com

PROPOSAL

Order No. _____
Date 02/12/21
Page 1 of 1 pages

MHIC #25092

NAME Diakonia	
STREET 12747 Old Bridge Rd.	CO:
ADDRESS	
CITY, STATE, ZIP Berlin, MD. 21811	
JOB NAME AND LOCATION 12747 Old Bridge Rd	
HOME PHONE 717-818-0049	WORK PHONE

DIAGRAM

WE Propose to furnish and install **Approximately 95' of white 42" Kent Vinyl railing and 1 1/2" Grab rail.**

1. Tear out and haul away existing wood railing.
2. Remove, reattach and replace posts where necessary.
3. Install (2) posts at bottom of steps and replace with surface mounts.
4. Repair wall where grab rail is removed with J Channel and AZEC maintenance free trim board.
5. Countersink or replace exposed bolts and sleeve posts to bottom of band board on ramp and deck.
6. Kent "T" Style top rail with 2" X 3 1/2" bottom rail with aluminum reinforcement channel in both
7. 1 3/8" Square pickets
8. Flat pyramid caps on all posts
9. 1 1/2" ADA grab rail on ramp and steps to code for Worcester county.

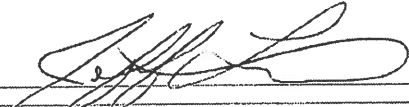
Permit price is extra and not included in this proposal. Fee to be repaid to Eastern Shore Porch and Patio from receipts.

We hereby propose to furnish labor and material — complete in accordance with the above specifications, for the net cash sum of:

(\$ 8,830.00) Eight thousand eight hundred thirty dollars

(\$ 2,830.00) deposit with order net cash balance of (\$ 6,000.00) due on date of installation. **PLEASE PAY FOREMAN**

The work will be performed in compliance with industry standards and guaranteed against defects in materials and workmanship for one year. This contract embodies the entire understanding between the parties. There are no verbal agreements or representations in connection therewith. Any alterations from the above specifications or estimated quantities involving additional costs is extra to the contract. Determination of property lines is the owner's responsibility except when a survey is purchased through Eastern Shore Porch & Patio, Inc. Eastern Shore Porch & Patio will call the Miss Utility service prior to starting the work to identify underground conflicts. Customer is responsible for all permits unless purchased through Eastern Shore Porch & Patio, Inc.. Eastern Shore Porch & Patio, Inc. is not responsible and will be held harmless for damages to other unmarked buried service lines and obstructions and unavoidable disturbance adjacent to the work. All materials shall remain the property of Eastern Shore Porch & Patio, Inc. until the contract is paid in full. A finance charge of 1-1/2 percent per month will be assessed on past due balance. If balance is not paid upon completion, purchaser agrees to all costs of collection including court costs and reasonable attorney's fees. M.H.I.C. Telephone (301) 333-6310. Our workers are fully covered by Workman's Compensation insurance.

Eastern Shore Porch & Patio, Inc. by 

NOTE: This proposal may be withdrawn by us if not accepted within 60 days.

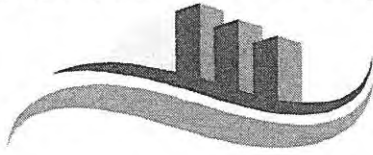
Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted: _____ Signature _____ Seal _____
Date _____ Signature _____ Seal _____

Estimate

East Coast Contracting



11914 Back Creek Road
Bishopville, MD 21813

8552272505
Info@eastcoastnow.com

Diakonia Inc.
12747 Old Bridge rd
Ocean City MD. 21842

Date	Estimate No.
11/20/2020	2162

MHIC #110254

Project
Bldg 1 railings

Item	Description	Qty	U/M	Rate	Total
Demo	1. Demo existing exterior rails on the north and west elevations and dispose to an offsite location.			2,048.00	2,048.00
Railings	2. Replace two existing 6x6s with new pressure treated material.			427.00	427.00
Railings	3. Install various size new vinyl rails and 6x6 sleeves with caps matching building #2.			8,725.00	8,725.00
Total					\$11,200.00

Signature _____




DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL:410.632.1200 / FAX: 410.632.3008
www.co.worcester.md.us/drp/drpindex.htm

Memorandum

To: Worcester County Commissioners
CC: File
From: Jo Ellen Bynum 
Date: 2/22/2021
Re: Housing Rehabilitation Program Bid Package

Attached please find a bid package for the general rehabilitation of a single-family home located in the Snow Hill area. This project is proposed to be funded by a combination of the County's current housing rehabilitation grant, MD-20-CD-22, and a loan from the State Special Loans Program. Please review and approve to be placed out for the competitive bidding process.

**NOTICE TO HOME IMPROVEMENT CONTRACTORS
INVITATION TO BID
Housing Rehabilitation
Worcester County, Maryland**

The Worcester County Commissioners are currently accepting bids for rehabilitation work to be performed on a single-family home located in the Snow Hill town limits. Bid specification packages and bid forms are available to licensed Maryland Home Improvement Contractors and may be picked up from the Office of the County Commissioners, Worcester County Government Center, One West Market Street - Room 1103, Snow Hill, Maryland 21863, obtained online at www.co.worcester.md.us under the "Bids" drop-down menu in the lower right hand side of the home page, or by calling the Commissioners' Office at 410-632-1194 to request a package by mail. There is a mandatory pre-bid meeting at the subject property at 9:00 a.m. on March 18.

The project is proposed to be funded by the Community Development Block Grant (CDBG) Program and State Special Loans Program and is thus subject to all applicable Equal Opportunity and Civil Rights guidelines. **Sealed bids will be accepted until 1:00 p.m. on Monday, March 29, 2021** in the Office of the County Commissioners at the above address at which time they will be opened and publicly read aloud. Envelopes shall be marked "**Housing Rehabilitation Bid – March 29, 2021**" in the lower left-hand corner. Bids will be reviewed by staff and awarded by the County Commissioners at a future meeting. In awarding the bids, the Commissioners reserve the right to reject any and all bids, waive formalities, informalities and technicalities therein, and to take whatever bids they determine to be in the best interest of the County considering lowest or best bid, quality of goods and work, time of delivery or completion, responsibility of bidders being considered, previous experience of bidders with County contracts, or any other factors they deem appropriate.

All inquiries regarding the bid specifications shall be directed to the Housing Program Inspector, Dave Walter, at 410-213-2021. All other inquiries shall be directed to Jo Ellen Bynum, Housing Program Administrator, at 410-632-1200, ext. 1171.

WORCESTER COUNTY HOUSING REHABILITATION PROGRAM**GENERAL SPECIFICATIONS**

These specifications cover general items of information relating to this bid solicitation. Detailed specifications for the homes to be rehabilitated are attached. Bids will be accepted until 1:00 p.m. on Monday, March 29, 2021 at the Worcester County Commissioners Office, Room 1103, One West Market Street, Snow Hill, Maryland 21863 at which time they will be opened and read aloud. Interested bidders must attend the pre-bid meeting at the subject property beginning at 9:00 a.m. on March 18. General telephone inquiries may be directed to the County's Housing Consultant, Jo Ellen Bynum, at 410-632-1200, ext. 1171. Questions of a technical nature may be directed to the Program Inspector, Dave Walter, at 410-213-2021. Bids may be mailed or delivered in person. Faxed bids are not acceptable. Bids must be clearly marked "Housing Rehabilitation Bid – March 29, 2021". Each bid must be signed and dated.

Contractor qualifications: Any contractor who has not submitted a Contractor Qualification form to the Program within the past six (6) months must complete and return the enclosed form. Contractors for these projects must be licensed Maryland Home Improvement Contractors as well as possess active liability insurance (\$100,000/\$300,000 for personal injury and \$50,000/\$100,000 for property damage).

Completion of job: Contractors are expected to commence work within thirty (30) days of the issuance of the Notice To Proceed. Work must be completed within sixty (60) days of commencement of job. If anticipated start date and completion schedule is different than outlined above, please write estimated dates on enclosed Bid Form.

Contracting Policy: Attached to this bid is a copy of the Rehabilitation Program Guidelines. Contractors are urged to read this document carefully.

Bid Submission Checklist

- Contractor Qualification Form
- Proof of Liability Insurance and Worker's Compensation
- Contractor Conflict of Interest Disclosure Form
- Bid Form- on your company letterhead using Worcester format
- Scope of Work with Line Item Breakdown- all lines completed and total price
- Section 3 Compliance Bid Form * if you are not a Section 3 employer and expect no new hires, check 3rd option and enter "0" new employees
- Section 3 Business Certification * if you are not Section 3 employer check bottom option; unable to certify
- Attended Pre-bid meeting: X Required Not Required
- Signed Bid Submission Checklist

Signature

Date

Please check off items submitted above, sign and include this checklist with your submission package. If you have any questions as to if a previously submitted Contractor Qualification Form has expired, please contact Jo Ellen Bynum at 410-632-1200, ext. 1171. Bids submitted with no Contractor Qualification form on file dated within the past 6 months may not be considered. Please note HUD 4010 enclosed for informational purposes; Davis Bacon is not required for this project.

**WORCESTER COUNTY HOUSING REHABILITATION PROGRAM
CONTRACTOR QUALIFICATION FORM**

Contractor _____

Address _____

Phone Number _____

Federal I.D. or S.S. # _____

Insurance Company, Agent, & Coverages: _____

List of Company Officers: _____

List of Licenses Currently Held:

_____ MHIC Number Exp. Date

_____ MBR Number Exp. Date

_____ MDE Lead Cert. Exp. Date

_____ EPA Lead Cert. Exp. Date

Trade References (2)

_____ Name Phone

_____ Name Phone

Client References (2)

_____ Name Phone

_____ Name Phone

Is contractor in a State of Bankruptcy? _____ Yes _____ No

Is contractor on HUD's debarred list? _____ Yes _____ No

Is contractor any of the following? (not required to qualify)

_____ Minority Business Enterprise

_____ Women's Business Enterprise

_____ Disadvantaged Business Enterprise

_____ Section 3 Employer

Contractor Conflict of Interest Disclosure

All businesses submitting bids for projects and activities which include funding through the Maryland Community Development Block Grant Program must disclose any potential conflict of interest. A conflict of interest may occur if the business owner/principals are related to or have a business relationship with an employee, officer or elected official of **Worcester County**. If it is determined there is a conflict of interest or potential conflict of interest, you may not be selected even if your bid is determined to be the lowest, most qualified. The **County** can request for the State of Maryland CDBG Program to review and make a determination which could result in a waiver allowing for approval.

1. Are owner(s)/principal(s) ever been an employee, agent, consultant, officer, elected official or appointed official of _____? Yes No
If yes, please identify: _____
2. Are owner(s)/principal(s) related (including through marriage or domestic partnership) to an employee, agent, consultant, officer, elected or appointed official of _____? Yes No If yes, please identify: _____
3. Do owner(s)/principal(s) have a business or professional relationship with anyone identified under Question #1? Yes No
If yes, please identify: _____

I/We certify that the above information is true and correct. I/We understand that providing false statements or information is grounds for termination of assistance and is punishable under federal law.

Signed: _____
Date: _____

Name: _____ (Print)

Signed: _____
Date: _____

Name: _____ (Print)

**For all non-construction contracts and for single family housing rehabilitation only 9/2017*

For Grantee Use Only:

CDBG Grant Number:		Date Received:	
<input type="checkbox"/> Conflict of Interest does not exist		<input type="checkbox"/> Conflict of Interest exists	
Date Sent to State:	<input type="checkbox"/> Waiver Granted	<input type="checkbox"/> Waiver Denied	

MARYLAND CDBG PROGRAM I PROCUREMENT

SECTION 3 COMPLIANCE BID FORM

Name of Business: _____

Address of Business: _____

Type of Business: __ Corporation __ Partnership __ Sole Proprietorship __ Other

Business Activity: _____

_____ I am certified as a Section 3 Business. I have attached a Section 3 Business Certification.

OR

_____ I will subcontract 25% of the contract amount to one or more certified Section 3 Businesses. I have attached Section 3 Business Certifications for selected subcontractors.

OR

_____ I anticipate hiring _____ new employees under this contract, if awarded. I understand that if any new hires are required under this contract, I will need to comply with Section 3 hiring requirements.

I attest that the above information is true and correct.

Signature

Print Name

Title

Date

SECTION 3 BUSINESS CERTIFICATION

Business Name: _____

Project Name: _____

I certify that the firm of _____ (business name) qualifies as a Section 3 Business, and that it meets one of the following definitions of a Section 3 Business:

_____ 1. 51% or more of the ownership of this company is owned by one or more persons who qualify as a Section 3 Person.

_____ 2. Currently, at least 30% of the permanent, full time employees are currently Section 3 Persons or, within three years of the date of first employment, were Section 3 Persons.

I understand that if I am awarded this contract, I will be required to provide documentation as evidence to support my self-certification that this business qualifies as a Section 3 Business. The documentation will include, but is not limited to, source documentation related to total household income, acceptable income certification from a housing authority or government housing agency, and copies of Section 3 Self-Certification forms for each employee.

Signature of Chief Executive Officer

Date

_____ We currently are unable to register as a Section 3 Business. I have received a list of Section 3 certified subcontractors from Worcester County for my consideration when hiring subs.

Contractor Date

WORCESTER COUNTY IS REQUESTING QUOTATIONS FROM QUALIFIED CONTRACTORS FOR REPAIRS TO:

PROPERTY OF: Nicole Caudell
ADDRESS: 5824 Evergreen Terrace
Snow Hill, MD 21863
TELEPHONE: 443-859-3354

TOTAL QUOTE: _____

CONTRACTOR: _____ DATE: _____
NO QUOTATIONS AFTER: 03/29/21

PART ONE: GENERAL CONDITIONS
PART TWO: SCOPE OF WORK

PART ONE – GENERAL CONDITIONS

- 1) The Contractor shall coordinate all work in progress with the homeowner so as not to severely disrupt living conditions. Inside work which is disruptive, or displaces the use of the kitchen, bathroom, or bedrooms, shall be pursued continuously on normal working days.
- 2) The Contractor shall be responsible for removing and replacing furniture and other *articles, to and from other storage areas on premises, as needed to allow work space or to protect such possessions.* Provide plastic film protection over all furniture (if not removed), carpets, finished floors, etc. – also install film at doorways as required.
- 3) The Contractor shall remove all excess material, construction debris, and other existing debris and material specified herein, to an approved dumpsite off premises. Work area shall be broom swept at the end of each work day.
- 4) The Contractor shall contact the Program Inspector or Housing Administrator for direction in the event that coordination or clarification problems arise with the *homeowner or other contractors.*
- 5) The Contractor shall coordinate closely with the homeowner as to which possessions are considered “junk and debris” and which are valuable before hauling anything away.
- 6) The Contractor shall leave all work areas on the premises in a neat and clean condition, and shall instruct the homeowner in the care and use of all installed equipment and appliances. Owner’s manuals and warranty booklets are to be provided to the homeowner for all applicable equipment, appliances, and materials.
- 7) *The Contractor shall not undertake or engage in any additional work intended to be billed to the Program as an “extra” or as additional cost to the original contract without a written change order signed by the Program Inspector, Housing Administrator, and homeowner. A written change order as outlined above is also*

ITEM 4

required for substitutions or additions to the original scope of work not involving additional costs.

- 8) The Contractor shall obtain and pay for all building, plumbing, electrical, well, septic and other permits required for specified work.
- 9) *The Contractor shall call for all inspections required by County law as well as inspections to receive draw payments and any special inspections required by the Program Inspector. All work shall conform to code.*
- 10) All of the above general conditions shall be adhered to unless otherwise specifically described in the following scope of work.

ATTENTION: THIS BID FORM MUST BE REPRODUCED ON YOUR COMPANY LETTERHEAD AND BE SUBMITTED WITH YOUR BID PACKAGE. ALL PAGES OF WORK SCOPE WITH LINE ITEM PRICING DETAIL MUST BE INCLUDED. ANY MISSING INFO OR WORDING MAY DISQUALIFY YOUR BID. THE BID PACKAGE IS ALSO AVAILABLE ON-LINE AT www.co.worcester.md.us

BID FORM

***must be signed to be valid**

**Property of Nicole Caudell
5824 Evergreen Terrace
Snow Hill, MD 21863**

I have reviewed the specifications and provisions for rehabilitation work on the above referenced property and understand said requirements. I hereby propose to perform this work for the total price of:

Total Quote : \$ _____

***Pre-bid meeting at property March 18, 9:00 a.m. – Attendance is mandatory**

Date: _____

Signature

Typed Name

Title

Company Name

Address

Phone Number(s)

MHIC License # Expiration Date

Nicole Caudell
5824 Evergreen Terrace
Snow Hill, MD 21863
443-859-3354

01/04/21
Revised 02/05/21

SCOPE OF WORK

A: Attendance of the pre-bid meeting is mandatory for all general contractors. Contractor to obtain all necessary permits. Contractor is to subcontract and coordinate with Tesla, the solar panel installer, for removal and reinstallation of existing solar panels. Tesla’s contact information will be provided at the pre-bid meeting. Contractor to safely store panels in owner garage until Tesla contractor returns to re-install. Remove existing roof shingles, felt paper underlayment, drip edge, and all flashings. Shingle color to be selected by homeowner; contractor to provide samples. Remove gutters and downspouts. Replace any damaged roof sheathing. Provide and install new thirty pound felt paper underlayment or better. Provide and install new white wide aluminum drip edge at all eaves and rakes. Provide and install ice and water shield at all eaves and rake edges as well at any valleys and at all roof and wall junctions. Provide and install one (1) new roof/attic fan with thermostat control, and with proper flashing. Provide and install new thirty year architectural shingles per manufacturer’s installation instructions. Provide and install roof ridge venting with ridge caps as necessary provide and install new plumbing vent boots as required. Install new white continuous aluminum gutters and downspouts. Splash blocks are to be installed at all downspouts. Haul away all construction related debris.

PRICE: _____

B: Remove existing rear storm door and replace with builder grade storm door with self storing screen and lockset. Replace front storm door closer assembly. Install missing knock out covers in electrical panel box. Install new 10 year lithium battery smoke detectors throughout house per current code. If hard wiring all units presents extensive rework, or existing conditions make it impractical, battery operated units will be acceptable. Install Code applicable GFCI outlets in the existing kitchen sink area as well as at the exterior. Exterior units are to have water proof cover boxes. Dig out at front stoop, left side, middle support post, and add concrete to secure post. Provide and install two missing window screens at guest bedroom exterior. Repair decking boards as identified by Program Inspector at pre-bid meeting. Have licensed exterminator provide spray treatment of all decking; homeowner responsible for subsequent recommended yearly treatments.

PRICE: _____

C: Replace existing water heater with new 50 gallon electric unit per current Code with overflow pipe. Remove water heater and all construction related debris. Replace master bathroom toilet ball-cock assembly and flush arm; ensure proper operation. Install drain plug in existing master vanity sink. Provide and install new exterior hose bibb at front, right side of stoop. Properly secure hall guest bathroom shower door pull.

PRICE: _____

Nicole Caudell
5824 Evergreen Terrace
Snow Hill, MD 21863
443-859-3354

01/04/21
Revised 02/05/21

D: Remove existing electric range. Install new builder grade free standing stainless steel electric range with required anti-tip foot installed per manufacturer's installation instructions. Provide and install necessary electric cord. Install new breaker and run new service line for existing kitchen dishwasher. Make necessary repairs to guest bathroom ceiling light and exhaust fan. Vent existing bathroom exhaust fan to the exterior per current code. Check source wiring and remove for guest hall bathroom EBB wall control.

PRICE: _____

E: Have complete HVAC system cleaned and serviced. Also have system inspected regarding if system is sized properly for the house as well as the supply and return duct size and locations. Make any suggested corrections to existing duct work. Provide and install new 2-1/2 ton builder grade heat pump system with air handler, condenser unit, programmable thermostat, and all necessary supply and return duct. System to be Energy Star rated, minimum 16 SEER and sized in accordance with the ACCA's manual J or other recognized methodology. Data for heat load/loss calculations shall be based on post rehabilitation conditions. System is to be capable of heating interior to 78 E when exterior temperature is 0 F in all habitable and essential rooms. Replace existing hallway main return grill assembly and filter with pull down return type.

Provide and install fiberglass batt insulation in attic and crawlspace areas after organic growth inspection and any necessary mitigation has been completed, to meet current code requirements as possible. Install new 6 mil poly vapor barrier in crawlspace to completely cover the floor area.

PRICE: _____

F: Repair non-operating kitchen cabinet door and cabinet drawers as possible. Install new cabinet doors at guest hall bathroom vanity and stain to match existing. Make drywall repairs to all damaged areas throughout the house. Paint all repaired areas to match existing paint as close as possible. Remove two (2) damaged interior door slabs at hall bathroom and bedroom entry doors. Install new lauan door slabs, stain and poly to match existing. Provide and install new bi-fold door pulls in guest bedroom. Clean wood and re-stain and poly two (2) window interior frames and trim. One window is in the master bedroom and one in the master bathroom.

Remove all carpeting and padding in house. Provide and install new ¼" lauan underlayment. Seal all seams for installation of new builder grade vinyl sheet goods. Owner is to choose color and pattern; provide samples. Install new shoe moulding at all new vinyl floor areas. Install standard metal sill transition strips between new and existing flooring.

PRICE: _____

ITEM 4

Nicole Caudell
5824 Evergreen Terrace
Snow Hill, MD 21863
443-859-3354

01/04/21
Revised 02/05/21

TOTAL PRICE: _____

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

COMPANY NAME: _____

ADDRESS: _____

PHONE NUMBERS: **OFFICE:** _____ **CELL:** _____

MHIC#: _____ **EXPIRATION DATE:** _____

DATE OF PROPOSAL: _____

I have reviewed and hereby accept the scope of work as written.



February 22, 2021

Owner

Date

Federal Labor Standards Provisions

U.S. Department of Housing and Urban Development Office of Labor Relations

Previous editions are obsolete form HUD-4010 (06/2009) ref. Handbook 1344.1

Applicability

The Project or Program to which the construction work covered by this contract pertains is being assisted by the United States of America and the following Federal Labor Standards Provisions are included in this Contract pursuant to the provisions applicable to such Federal assistance.

A. 1. (i) Minimum Wages.

All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs, which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible, place where it can be easily seen by the workers.

(ii) (a) Any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

- (1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and
- (2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(b) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, D.C. 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB control number 1215-0140.)

(c) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140.)

(d) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (1)(ii)(b) or (c) of this paragraph, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, that the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets

for the meeting of obligations under the plan or program. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140.)

2. Withholding. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee or helper, employed or working on the site of the work, all or part of the wages required by the contract, HUD or its designee may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the contractor, disburse such amounts withheld for and on account of the contractor or subcontractor to the respective employees to whom they are due. The Comptroller General shall make such disbursements in the case of direct Davis-Bacon Act Contracts.

3. (i) Payrolls and basic records.

Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in Section 1(b)(2)(B) of the Davis-bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5 (a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs. (Approved by the Office of Management and Budget under OMB Control Numbers 1215-0140 and 1215-0017.)

(ii) (a) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to HUD or its designee if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant sponsor, or owner, as the case may be, for transmission to HUD or its designee. The payrolls

submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i) except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <https://www.dol.gov/agencies/whd>. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to HUD or its designee if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant sponsor, or owner, as the case may be, for transmission to HUD or its designee, the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this subparagraph for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to HUD or its designee. (Approved by the Office of Management and Budget under OMB Control Number 1215-0149.)

(b) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

- (1) That the payroll for the payroll period contains the information required to be provided under 29 CFR 5.5 (a)(3)(ii), the appropriate information is being maintained under 29 CFR 5.5(a)(3)(i), and that such information is correct and complete;
- (2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3;
- (3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(c) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by subparagraph A.3.(ii)(b).

(d) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under subparagraph A.3.(i) available for inspection, copying, or transcription by authorized representatives of HUD or its designee or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the contractor, sponsor, applicant or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and Trainees.

(i) **Apprentices.** Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is Approved.

(ii) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) Equal employment opportunity. The utilization of apprentices, trainees and journeymen under 29 CFR Part 5 shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR Part 3 which are incorporated by reference in this contract

6. Subcontracts. The contractor or subcontractor will insert in any subcontracts the clauses contained in subparagraphs 1 through 11 in this paragraph A and such other clauses as HUD or its designee may by appropriate instructions require, and a copy of the applicable prevailing wage decision, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in this paragraph.

7. Contract termination; debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act Requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and HUD or its designee, the U.S. Department of Labor, or the employees or their representatives.

10. (i) Certification of Eligibility. By entering into this contract the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001. Additionally, U.S. Criminal Code, Section 1 01 0, Title 18, U.S.C., "Federal Housing Administration transactions", provides in part: "Whoever, for the purpose of . . . influencing in any way the action of such Administration..... makes, utters or publishes any statement knowing the same to be false..... shall be fined not more than \$5,000 or imprisoned not more than two years, or both."

11. Complaints, Proceedings, or Testimony by Employees. No laborer or mechanic to whom the wage, salary, or other labor standards provisions of this Contract are applicable shall be discharged or in any other manner discriminated against by the Contractor or any subcontractor because such employee has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the labor standards applicable under this Contract to his employer.

B. Contract Work Hours and Safety Standards Act.

The provisions of this paragraph B are applicable where the amount of the prime contract exceeds \$100,000. As used in this paragraph, the terms "laborers" and "mechanics" include watchmen and guards.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which the individual is employed on such work to work in excess of 40 hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in subparagraph (1) of this paragraph, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in subparagraph (1) of this paragraph, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by the clause set forth in subparagraph (1) of this paragraph.

(3) Withholding for unpaid wages and liquidated damages. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contract, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act which is held by the same prime contractor such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (2) of this paragraph.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in subparagraph (1) through (4) of this paragraph and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in subparagraphs (1) through (4) of this paragraph.

C. Health and Safety. The provisions of this paragraph C are applicable where the amount of the prime contract exceeds \$100,000.

(1) No laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction safety and health standards promulgated by the Secretary of Labor by regulation.

(2) The Contractor shall comply with all regulations issued by the Secretary of Labor pursuant to Title 29 Part 1926 and failure to comply may result in imposition of sanctions pursuant to the Contract Work Hours and Safety Standards Act, (Public Law 91-54, 83 Stat 96). 40 USC 3701 et seq.

(3) The contractor shall include the provisions of this paragraph in every subcontract so that such provisions will be binding on each subcontractor. The contractor shall take such action with respect to any subcontractor as the Secretary of Housing and Urban Development or the Secretary of Labor shall direct as a means of enforcing such provisions.

REHABILITATION GUIDELINES FOR WORCESTER COUNTY,
MARYLAND

INTRODUCTION

This rehabilitation plan sets forth the guidelines and procedures governing the operation of the Worcester County Housing Rehabilitation Program.

This program will make available financial and/or technical assistance for the rehabilitation of eligible substandard housing units located in the unincorporated areas of Worcester County. Rehabilitation work will correct deficiencies in the eligible home and *make the units safe, sound and sanitary for the occupants. All properties will be rehabilitated to the County's Livability Code.*

The legal authority for this rehabilitation program comes from the applicable grant agreement for the Community Development Block Grant Program administered by the Maryland Department of Housing and Community Development.

The local governing bodies, contractors, subcontractors, vendors and applicants for rehabilitation assistance are required to abide by a number of State and Federal laws, and may be required to sign documents certifying their compliance.

The Civil Rights Act of 1964

Executive Order 11246 concerning Equal Employment Opportunity
Standards of Conduct for the CDBG recipients – Conflict of Interest

Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity

Standard of Equal Opportunity Construction Contract Specifications

Certification of Non-Segregated Facilities for Contracts over \$10,000

Title VI of Civil Rights Act of 1964

Section 109 of Housing & Community Development Act of 1974

Section 3 Compliance

Age Discrimination Act of 1975

Section 504 Affirmative Action for Handicapped Lead Based Paint Hazards

Access to/Maintenance of Records

Past experience with the Program has shown that there are sufficient applicants to utilize the available funds. If this should cease to be the case, the Administration will market the Program via newspaper and television stories, public service announcements, and contacts with civic and charitable organizations.

The County Commissioners shall have the right to waive certain limits and eligibility criteria on a case-by-case basis as justified by unusual circumstances and with the approval of the State.

SECTION I – ELIGIBILITY

1. Beneficiaries of the Program must be of low-to-moderate income, as defined by income limits provided by the Maryland Department of Housing and Community Development.

The limits may be revised form time to time. Current limits are as follows:

Persons Per Household	Maximum Annual Income
1	40,600
2	46,400
3	52,200
4	58,000
5	62,650
6	67,300
7	71,950
8	76,600

2. The dwelling to be rehabilitated must be located within the unincorporated areas of Worcester County or in a township that does not receive CDBG funding.
3. *The dwelling must be in substandard condition and economically feasible of being brought into compliance with the standards of the County’s Livability Code. Exceptions may be made for emergency cases to correct an immediate threat to the health and safety of the occupant(s). All health and safety problems will be documented on a separate form.*
4. Program emphasis is the rehabilitation of owner-occupied dwellings, however, landlords who rent to persons of low-to-moderate income may be considered for CDBG funded interest subsidies for bank loans, provided such assistance has been approved by the State.
5. *Owner-occupants must not own any house other than the one to be rehabilitated under the program and must not have substantial assets which would enable the applicant to secure rehabilitation funds from other sources.*
6. If the dwelling lies within a flood zone, the applicant must agree to obtain flood insurance coverage.
7. Vacant dwellings may be considered for rehabilitation if the dwelling has been vacated due to its substandard condition, and if the owner agrees to occupy the dwelling upon completion.
8. Applicants without property insurance must obtain such insurance prior to the *initiation of any work.*
9. Homes owned by more than 1 party (other than a husband and wife who reside together) may be rehabilitated even if not all members reside in the home. At least one of the owners must live in the home. All others must sign all program documents, including the application and the final loan documents.
10. The total income of all persons residing in the house will be counted. The income of household members who are presented as residing temporarily in the house will be counted for eligibility purposes until evidence is that the person has moved out.

II. APPLICATION PROCEDURES

1. Applications will be accepted continuously. The following must be submitted prior to application review and underwriting: property tax bill; proof of insurance or commitment to obtain such on property; verification of mortgage (if applicable); and proof of income. The following will be acceptable as proof of income: social security or pension award letters, last two pay stubs, W-2 form for the previous year, or income tax returns. Mortgage verification forms will be used. Employment verification forms will be used at the discretion of the Administrator.
2. The number of applicants which meet eligibility guidelines will be referred to the Program Inspector for completion of a preliminary inspection. This will occur during the times in which the program has sufficient funds to handle the stream of applicants coming in. Preliminary inspections will not be completed for “backlogged” applicants. The purpose of the preliminary inspection is to determine whether the rehabilitation is economically feasible and to determine the health and safety violations which will end in the prioritization of applications. Preliminary inspections will be made in writing and will include the estimated cost time.
3. The Administrator will perform general prioritization of applications for the purpose of presentation to the review board. Priorities are covered in Section III, “Selection”.
4. Excess housing demand will be partially addressed by the prioritization discussed in #3, above. In addition, applicants deemed to have greater repayment ability will be referred to the State Special Loans Programs. Consideration will be given in developing programs which will expend the CDBG funds in a timely manner, but yet maximize the number of families served. A prioritized waiting list will be developed so that as more funds become available, families will be reviewed in priority order. All Special Loans Programs cases will be handled using regular SLP procedures
5. Underwriting will be performed prior to presentation to the Housing Review Board. The Administrator will utilize the State Special Loans Program underwriting form. Applicants who expend more than 28% of their income for housing expenses will be deemed unable to repay a loan.
6. The Administrator will prepare recommendations for action by the Review Board and will mail this material to the Board in advance of the meeting at which action is being requested. In order to receive a conditional grant, the applicant must meet one of the following criteria: have income below 80% of the AREA median; be 62 years of age or older; or is spending more than 30% of his gross income on housing, exclusive of utilities.

III. SELECTION

1. Efforts will be made to provide assistance on a first-come, first-served basis, however, severity of need will take precedence. Severity of need will be based on the following criteria:
 - One or more occupants of the dwelling is age 62 or older.
 - One or more occupants of the dwelling is handicapped.
 - Condition of the dwelling is a threat to the health and/or safety of the occupants.
 - Total household income is below 50% of the County median.
2. *The Housing Review Board will meet as needed. The Board will review applications and recommendations from the Program Administrator and will make decisions as to which shall be funded and the method of financing. Grievances and appeals against the decision of the Housing Review Board will be made in writing within 30 days after notification of the Board's decision. Additional information not presented at the time of the meeting must be requested with the request for an appeal hearing. Appeals will be referred to the County Administrator who will act on them within 30 days of receipt. Applicants may further appeal to the County Commissioners within 30 days after the decision of the County Administrator. Applicants will be notified of the grievance procedures upon notification of action by the Board on their cases.*
3. Upon application approval, the Administrator will send appropriate documentation to the Maryland Historical Trust for the Section 106 review.
4. The Inspector will perform a detailed, written work-up for each approved case.

IV. STRUCTURE OF FINANCIAL ASSISTANCE

1. The average amount of assistance is expected to be \$20,000. The maximum grant amount will be \$30,000. Total improvements may exceed \$30,000 if the *after-rehab value of the dwelling is in excess of all mortgage amounts and the home can be brought into compliance using what is still considered to be moderate to of these substantial rehabilitation guidelines. CDBG Awards exceeding \$30,000 shall be in the form of 0% interest loans; payment amounts to be determined using the Special Loans Program underwriting worksheet. Recipients must make payments as scheduled to the County Treasurer's Office until the entire principal amount of the debt is retired; there is no expiration on the term of the loans. The Board may alternatively elect to supplement the \$30,000 maximum grant amount with loan funding through the State Special Loans Program. Payment and interest would be set by SLP according to their Program guidelines and loans would be serviced through their agency.*
2. In cases of the sale or cash-out re-financing of rehabilitated properties, the County must be re-paid the balance of the loan or grant per the terms outlined in the agreement. Reverse mortgages are not permitted while liens are still in effect. The following tiered system applies for liens placed on houses rehabilitated through a CDBG grant:
 - Tier I- \$0 to \$12,500 grant requires a five (5) year lien

Tier II- \$12,501 to \$25,000 grant requires a ten (10) year lien
 Tier III- \$25,001 to \$30,000 grant requires a fifteen (15) year lien.

A tiered portion of the grant amount must be repaid if the dwelling is sold after rehabilitation and prior to the expiration of the grant term. Repayment is required according to the following schedule:

For five year liens:

Sale in the first year:	100% grant repayment
Sale in the second year	80% grant repayment
Sale in the third year	60% grant repayment
Sale in the fourth year	40% grant repayment
Sale in the fifth year	20% grant repayment

The grant mortgage will be released after the fifth year and no repayment is required thereafter.

For ten year liens:

Sale in the first year:	100% grant repayment
Sale in the second year	90% grant repayment
Sale in the third year	80% grant repayment
Sale in the fourth year	70% grant repayment
Sale in the fifth year	60% grant repayment
Sale in the sixth year	50% grant repayment
Sale in the seventh year	40% grant repayment
Sale in the eighth year	30% grant repayment
Sale in the ninth year	20% grant repayment
Sale in the tenth year	10% grant repayment

The grant mortgage will be released after the tenth year and no repayment is required thereafter.

For fifteen year liens:

Sale in the first year:	100% grant repayment
Sale in the second year	93% grant repayment
Sale in the third year	87% grant repayment
Sale in the fourth year	80% grant repayment
Sale in the fifth year	73% grant repayment
Sale in the sixth year	67% grant repayment
Sale in the seventh year	60% grant repayment
Sale in the eighth year	53% grant repayment
Sale in the ninth year	47% grant repayment
Sale in the tenth year	40% grant repayment
Sale in the eleventh year	33% grant repayment
Sale in the twelfth year	27% grant repayment
Sale in the thirteenth year	20% grant repayment
Sale in the fourteenth year	13% grant repayment

general specifications which detail the level of materials and workmanship quality.

VI. CONTRACTING

1. The County will advertise publicly for bids based on the work write-up prepared by the Rehabilitation Specialist. Minority and female owned firms will be encouraged to bid.
2. Contractors must complete a Qualification Form to be considered as an eligible bidder.
3. Bids will be reviewed for accuracy and responsibility and a recommendation for award will be provided to the County Commissioners. Bids will generally be awarded to the lowest bidder. The County Commissioners reserve the right to accept or reject any or all bids.
4. The County may limit the number of contracts to be awarded to one contractor during any one bid solicitation and may negotiate with other bidders for remaining contracts.
5. Following award, the Owner-Contractor Agreement will be executed by the contractor and homeowner. The Program Administrator will then issue a Notice to Proceed.
6. The contractor may request progress payments as often as needed. Payments are made following inspection by the Program Inspector and upon approval by the Program Administrator. The contractor may receive up to 75% of the total contract in this manner; the final 25% will not be *paid until satisfactory completion of a final inspection and the achievement of lead clearance on applicable projects*. The homeowner, Program Inspector, contractor and Program Administrator are required to sign-off on the final payment request in order for payment to be processed.
7. All work involving well and septic installation will be bid separately and will not require the certification of the Program Inspector. The Administrator will work directly with the Environmental Programs Department for this procurement. E.P. will also perform the inspections.
8. The inspector will obtain the owner's signature on the Certificate of Completion prior to the final payment being made. If there is a dispute, the inspector and Program Administrator will make the determination and document the reasons for such.
9. Any homeowner who has problems with the work after its completion, (i.e., leaking pipes) should contact the Program Administrator who will

request the inspector to ascertain the cause of the problem. If the time frame is within the one-year guarantee period, all efforts will be made to encourage the Contractor to correct the problems voluntarily. If this should prove unfeasible, the program will engage the services of another contractor to correct the work, if ample funds are available.

VII. PERMITTING PROCESS

1. The Housing Administrator will send a copy of the final work write-up to the applicable Permitting Department for a permit review. The Permitting Department will respond with a written memo listing the permits required for the project and the code which is used by the jurisdiction. The Administrator will provide the contractor with a copy of this memo when the Owner-Contractor Agreement is signed.
2. The contractor will contact the property owner to sign the permit and submit the permit to the local Permitting Department along with any required drawings or site plan and all applicable fees .
3. The contractor will notify the Department of Planning, Permits and Inspections and the Housing Administrator of the construction start date.

VIII. FINAL REHABILITATION DOCUMENTS

1. Once the contract for the work is awarded, the Administrator will prepare the following documents for signature by the homeowner:
 - Owner-Contractor Agreement
 - *Lead Paint Notice*
 - Grant/Loan Agreement
 - Promissory Note
 - Notice of Right of Rescission
 - FHEO Self Identification Form

In addition, a copy of the work write-up will be included in this mailing.

2. When the documents are returned to the Administrator, he or she will obtain the signature of the contractor on the Owner-Contractor Agreement. Once this is done, the Contractor will be given a Notice to Proceed.
3. The Grant/Loan Agreement will be recorded in the Office of the Clerk of Court.
4. Copies of the promissory note and Grant/Loan Agreement will be provided to the County Treasurer's Office upon signing and recordation.

**BID AND CONTRACT PROCEDURES
WORCESTER COUNTY HOUSING REHABILITATION PROGRAM**

It shall be the policy of the Worcester County Rehabilitation Program to maximize participation by minority contractors. The Program Administrator shall consult all available resources for names of minority contractors.

The procedures contained herein apply only to work funded in whole or in part with County CDBG funds. Other agencies which supplement the CDBG funds have the option of using their own procedures.

CONTRACTOR QUALIFICATION

1. An advertisement soliciting interested rehabilitation contractors shall be placed in local newspapers by the Worcester County Housing Rehabilitation Program on behalf of the property owner. This ad will contain the information necessary to request a bid package and the date that bids are due.
2. Bid packages will be mailed to those contractors requesting them.
3. Bid packages will be mailed to those contractors known to be active in the area. The following will be required of contractors:
 - a. Adequate liability insurance (\$100,000/\$300,000 for personal injury and \$100,000 for property damage), listing agent's name, amount, expiration date and name of insurer.
 - b. Name of the company bank
 - c. The names of the usual subcontractors
 - d. The names and addresses of at least two (2) recent residential rehabilitation or remodeling customers
 - e. A list of all principal officers of the company
 - f. Number and date of the Maryland Home Improvement License
4. Contractors meeting the qualifications above will be deemed acceptable and will be allowed to bid on the rehabilitation projects. This privilege is contingent on the fact that no contractor is on HUD's debarred list, has filed bankruptcy or is otherwise deemed ineligible. The Housing Specialist/Inspector and the Housing Rehabilitation Program Administrator and award of the bid by the County Commissioners shall make final selection of the contractor after an evaluation of the bid. The name of contractors who do not perform satisfactorily will be submitted to the County Commissioners with a recommendation that they not be allowed to bid on future projects.

5. Contractors will return completed and sealed bid packages to the Budget Officer no later than the date established in the advertisement. No bids will be accepted after this deadline. Faxed bids are not acceptable.
6. No items are to be omitted. All bids are to be totaled on the first page of the work write-up and signed by the contractor on the last page. Any bid which contains omitted items will be disqualified.
7. The jobs are to be bid on an individual basis, group bidding is not allowed.
8. Any questions concerning the substance of the work write-up should be clarified before the bid is submitted. No change orders may be made without the approval of the Worcester County Housing Rehabilitation Program Administrator. The submitting of bids shall be taken as a contractor's acknowledgement of the adequacy of the scope of work unless the bid is accompanied by a statement expressing the contractor's questions or concerns.
9. Bids will be reviewed by the Housing Specialist/Inspector and the Program Administrator. All bids will be opened publicly and read aloud at a specified time.
10. The contract for approved applications will be awarded consistent with the County's purchasing policy. Generally this will be the low bidder provided that he or she has met all eligibility criteria, and that the bid covers all items on the work write-up and that the bid appears to be feasible and responsive. The County Commissioners will award the contract at a regular meeting. It is the general policy of the program to use general contractors. However, there may be instances where work to only one trade is to be done. In these cases, the Administrator may solicit the appropriate subcontractor. All well and septic work will be bid separately.
WORCESTER COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

CONTRACT PROCEDURES

1. A contract for construction work financed by a rehabilitation grant or loan shall be undertaken between the contractor and the property owner. The County will not be a party to such a contract, but will act on the recipient's behalf in bidding, contract award and inspections of work completed.
2. The form of the contract shall be as follows: a single document, containing the general conditions and specifications for the work performed. The bid form is included in the contract by reference.
3. General contract provisions shall be required in all rehabilitation construction contracts, including:

- A provision that a written “Proceed to Work” order within a “to be determined” number of days is issued
 - A provision that the Contractor will be paid the contract price according to a payment schedule specified within the contract when work is satisfactorily completed. Payment will be made as soon as possible after receipt of the contractor’s invoice and for final payments receipt of release of liens by the contractors, suppliers and laborers involved.
4. The Contractor shall be required to follow the following provisions:
- Comply with all County inspection requirements
 - Perform all work in accordance with applicable standards and requirements, whether or not covered by the work specifications.

OWNER/CONTRACTOR DISPUTES

If a dispute between the homeowner and contractor concerning workmanship, quality of materials, or scope of work occurs, the Program Inspector will meet with both parties to discuss their concerns. The Program Inspector will advise *the homeowner and contractor, in writing, of the recommended resolution*. If both parties are not satisfied with the recommended resolution, they may respond in writing to the Program Administrator within 10 days of the date of the notice from the Inspector. The Program Administrator will meet with the homeowner, contractor and inspector at the property, listen to the concerns of all parties and evaluate the disputed work. The Program Administrator will respond in writing within 10 days of the meeting. If the homeowner or contractor do not accept the final resolution of the Program, the dispute will be referred for independent arbitration as provided for in the terms of the *Worcester County Housing Rehabilitation Owner-Contractor Agreement*.

CHANGE ORDERS

It is the policy of the Worcester County Housing Rehabilitation Program to carefully evaluate change orders. Every effort will be made to ensure that the work write-ups are complete and accurate representations of the work to be done in accordance with program guidelines. We require contractors to clarify any questions regarding the work write-up prior to the submission of a bid.

For other items on which change orders may be required, the following procedures will apply, regardless of whether the request for a change is initiated by the contractor or a homeowner:

1. The contractor is required to telephone both the Program Administrator and the Project Inspector with a verbal explanation of the situation.

2. The Project Inspector will visit the job site to render an opinion on the need for the change. If the Project Inspector recommends denial of the change order, this decision shall be final.
3. If the Project Inspector finds that the request is justified, he will so inform the Program Administrator who will render the final judgment. The Inspector will also give his opinion as to the reasonable cost of the proposed change.
4. Change orders which would bring the total grant amount above the maximum are not permitted. In cases of this nature, every attempt will be made to substitute a change for an originally approved item which is of lesser importance or to seek funds from other programs.
5. The Program Administrator will require the contractor to fill out and sign a change order form prior to permitting work to proceed.

RECRUITMENT OF MINORITY, SMALL, AND FEMALE CONTRACTORS

It is the policy of the County to attempt to recruit and assist small, female and minority contractors. Solicitations for bids will be placed in local newspapers. Additionally, the Administrator will attempt to locate such contractors and place them on the builder's list. He/she will consult such sources as the *Maryland Department of Transportation Business Directory*, the *Lower Shore Contractors Association* (a minority association), *Shore-Up!*, and *O.U.R. Community*, as well as any other group known to have knowledge of minority, small and female contractors.

REHABILITATION

Apex Construction
 Attn: Mike Meade
 12650 Sunset Avenue, Suite 7
 Ocean City, MD 21842
 m.meadeestimator@gmail.com
 jjfranzetti@gmail.com

Barmar Construction, LLC
 714 Hills Point Road
 Cambridge, MD 21613
 410-901-2304
 barmarconstruct@aol.com

Beach Construction Company
 11555 Quillin Way
 Berlin, MD 21811
 443-880-3473
 410-641-8590
 beachcoeast@gmail.com

Robert Brooks MBE
 Apostle Expert Exteriors
 P.O. Box 485
 Salisbury, MD 21803
 410-548-1392, ext. 107
rbrooks.apostlecon@gmail.com

C.A.R.E. Property Services, Inc.
 Attn: Jordan Lehr
 1235 Abbottstown Pike
 Hanover, PA 17331 (has office in OC
 too) 717-437-1649
 jlehr@callcarefirst.com

Covenant Contractors
 10522 Jones Road
 Berlin, MD 21811
 covenant_contractors@yahoo.com
 410-629-1815

CONTRACTORS

Colossal Contractors
 Attn: Kim Crawford
 4601 Sandy Spring Road
 Burtonsville, MD 20866
 301-476-9060
 info@colossalcontractors.com

Curtis Mercer Remodeling, Inc.
 9937 Hotel Road
 Bishopville, MD 21813
 410-352-5379
 410-430-3446 cell
 410-352-5920 fax
 cmremodelinginc@hotmail.com

Barone Built, Inc.
 David Barone
 27320 Cash Corner Road
 Crisfield, MD 21817
 easternshoreconstructioninc@gmail.com
 410-713-5763 cell
 410-341-7400 office
 410-341-7401 fax

Hebreux St. Fleur- MBE
 P.O. Box 4501
 Salisbury, MD 21803
 hebrewqualityinsulation@gmail.com
 410-860-1613

Don Layman
 A Right Angle Construction
 302 15th Street
 Pocomoke City, MD 21851
 410-937-8485
don.layman69@gmail.com

Mallard Home Improvements
P.O. Box 28
Quantico, MD 21856
mallardconst@yahoo.com
410-572-2727

Medli Home Improvement
1806 Jersey Road
Salisbury, MD 21801
medlihome@comcast.net
302-841-2899

The Myers Group
1147 S. Salisbury Blvd #8-140
Salisbury, MD 21801
443-366-9222
Fax: 410-572-6081 left message
themyersgrouppllc@aol.com

Poseidon Plumbing & Home Services
12637 Sunset Avenue #1
Ocean City, MD 21842
410-251-1096
matts@poseidonthomeservices.com

Peoples Contracting Co., Inc.
76 Clubhouse Drive
Berlin, MD 21811

Shoreman Construction
William Hearn
606 E. Pine St.
Delmar, MD 21875
shoremanconstruction@gmail.com
Phone: 410-896-3200
Fax: Same

Three Guys Construction
Stephen Frey
8660 Lake Somerset Rd.
Westover, MD 21871
sgfrey@yahoo.com
Phone: 410-430-1109
Mobile:
Fax: 410-957-2868



Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MARYLAND 21863

JOHN H. TUSTIN, P.E.
DIRECTOR

JOHN S. ROSS, P.E.
DEPUTY DIRECTOR

TEL: 410-632-5623
FAX: 410-632-1753

MEMORANDUM

TO: Harold L. Higgins, Chief Administrative Officer
FROM: John H. Tustin, P.E., Director *JHT*
DATE: February 23, 2021
SUBJECT: Proposed Mosquito Control Budget – 2021 Season

DIVISIONS

MAINTENANCE
TEL: 410-632-3766
FAX: 410-632-1753

ROADS
TEL: 410-632-2244
FAX: 410-632-0020

SOLID WASTE
TEL: 410-632-3177
FAX: 410-632-3000

FLEET
MANAGEMENT
TEL: 410-632-5675
FAX: 410-632-1753

WATER AND
WASTEWATER
TEL: 410-641-5251
FAX: 410-641-5185

.....
I was requested to review the attached letter, dated February 4, 2021 from Mr. Brian Prendergast, Program Manager for the Mosquito Control Section of the Maryland Department of Agricultural transmitting the proposed Mosquito Control Budget for the 2021 season. In reviewing the document, the proposed budget is the same as last year's budget. Total proposed County funding for the season is \$83,940.

We are not planning on making any substantive changes to last year's program as the program ran smoothly with collecting the \$65.00 fee per residential household up front. Therefore, I would recommend approval of the attached budget and the program to remain as is for this coming season.

I am available to discuss this at your convenience. In the mean time, should you have any questions, please feel free to call me.

Attachments

cc: Ken Whited



**Maryland
Department of Agriculture**

Office of Plant Industries and Pest Management

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor
Joseph Bartenfelder, Secretary
Julianne A. Oberg, Deputy Secretary

Mosquito Control

The Wayne A. Cawley, Jr. Building
50 Harry S. Truman Parkway
Annapolis, Maryland 21401
www.mda.maryland.gov

Agriculture | Maryland's Leading Industry

410.841.5870 Baltimore/Washington
410.841.5835 Fax
800.492.5590 Toll Free

February 04, 2021

Mr. Kenneth J. Whited, Maintenance Superintendent
Worcester County Department of Public Works
Maintenance Division
6113 Timmons Road
Snow Hill, MD 21863

Dear Mr. Whited:

The Maryland Department of Agriculture, Mosquito Control Section, has prepared an estimate of operating expenses for mosquito control in Worcester County during the 2021 season. This budget estimate is based on previous years' expenditures and anticipated costs for the upcoming season.

The proposed mosquito control budget for the 2021 season in Worcester County is enclosed. If these amounts are acceptable, please sign and return two copies. If you wish to revise the suggested amounts, please line through the typed amount, write the new amount, initial and return two signed two copies of the document to the Maryland Department of Agriculture. Please note that if the local and/or county share is reduced, there will be a proportional reduction of State funds allotted. Once the copies are received by the Department, both copies will be signed, one will be returned to you, and one will remain in the Department file.

Please give this matter prompt attention as mosquito control activities will be starting soon in many areas. Thank you for your continued support. I trust that our cooperative efforts will result in a successful mosquito control program in Worcester County. Please call me if you have any questions.

Sincerely,


Brian Prendergast
Program Manager

BFP/mes
Enclosure

cc: Kevin Conroy, Assistant Secretary

PROPOSED BUDGET
 WORCESTER COUNTY-MOSQUITO CONTROL
 CALENDAR YEAR 2021
 (FY 2022 SETTLEMENT)

<u>TEMPORARY WORK</u>	<u>LOCAL</u>	<u>COUNTY</u>	<u>STATE</u>	<u>TOTAL WORKING BUDGET</u>
Adulticide Groundspray in Participating Communities	\$200,000	None	None	\$200,000
Countywide Larvicide (Air & Ground) Surveillance	None	51,000	34,000	85,000
Ocean Pines Larvicide/Surveillance	1,500	None	1,000	2,500
Adulticide/Surveillance	16,500	None	None	16,500
Ocean City Adulticide/Surveillance	3,600	None	None	3,600
Commercial Properties** Groundspray	18,700	None	None	18,700
Airspray for Disease Suppression	None	15,000	10,000	25,000
Total Temporary	\$240,300	\$66,000	\$45,000	\$351,300
Source Reduction	None	17,940	37,260	55,200
Total	\$240,300	\$83,940	\$82,260	\$406,500

*The State appropriation is comprised of services, equipment and materials, only. Any balance in the State appropriation after expenses, is not payable and cannot be invoiced to offset local expenses.

**Commercial properties receiving mosquito control service will pay 100% of the actual cost and will be invoiced by Worcester County.

All MDA adulticiding cost, including supervision, surveillance, spray technicians, spray equipment, insecticide and supplies are 100% reimbursable to MDA.

APPROVED BY COUNTY:

APPROVED BY STATE:

 Name/Title

 Signature

 Date

Kevin Conroy, Assistant Secretary

 Name/Title

 Signature

 Date

PROPOSED BUDGET
 WORCESTER COUNTY-MOSQUITO CONTROL
 CALENDAR YEAR 2021
 (FY 2022 SETTLEMENT)

TEMPORARY WORK	LOCAL	COUNTY	STATE	TOTAL WORKING BUDGET
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APPROVED BY COUNTY:

APPROVED BY STATE:

 Name/Title

 Signature

 Date

Kevin Conroy, Assistant Secretary

 Name/Title

 Signature

 Date



**Maryland
Department of Agriculture**

Office of Plant Industries and Pest Management

Larry Hogan, Governor
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Joseph Bartenfelder, Secretary
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Mosquito Control

The Wayne A. Cawley, Jr. Building
50 Harry S. Truman Parkway
Annapolis, Maryland 21401
www.mda.maryland.gov

Agriculture | Maryland's Leading Industry

410.841.5870 Baltimore/Washington
410.841.5835 Fax
800.492.5590 Toll Free

MOSQUITO CONTROL SECTION

410-841-5870

April 1, 2020

RECEIVED
4/16/2020

Mr. Kenneth J. Whited, Maintenance Superintendent
Worcester County Department of Public Works
Maintenance Division
6113 Timmons Road
Snow Hill, MD 21863

Dear Mr. Whited:

Attached is the approved budget for mosquito control for Worcester County during the 2020 season. This copy is for your files.

Thank you for the opportunity to continue working together. Please call me if any problems arise during the course of the mosquito season.

Sincerely,

Marcia Solomon
Executive Assistant to Keven Conroy

Enclosure

PROPOSED BUDGET
 WORCESTER COUNTY-MOSQUITO CONTROL
 CALENDAR YEAR 2020
 (FY 2021 SETTLEMENT)

RECEIVED
 4/16/2020

TEMPORARY WORK	LOCAL	COUNTY	STATE	TOTAL WORKING BUDGET
Adulticide Groundspray in Participating Communities	\$200,000	None	None	\$200,000
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APPROVED BY COUNTY:

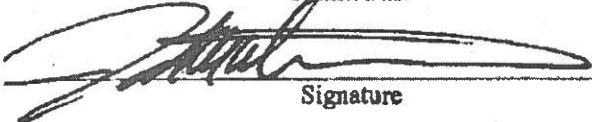
APPROVED BY STATE:

Joseph M. Mitrecic, President

Kevin Conroy, Assistant Secretary

Name/Title

Name/Title



 M E S

Signature

Signature

March 17, 2020

3/26/2020

Date

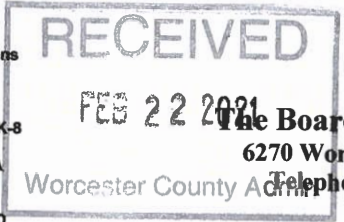
Date

- Board Members**
 ERIC W. CROPPER, SR.
 President
 ELENA J. MCCOMAS
 Vice-President
 JON M. ANDES, Ed.D.
 WILLIAM E. BUCHANAN
 TODD A. FERRANTE
 WILLIAM L. GORDY
 DONALD C. SMACK, SR.



The Board of Education of Worcester County
 6270 Worcester Highway | Newark, Maryland 21841
 Telephone: (410) 632-5000 | Fax: (410) 632-0364
www.worcesterk12.org

- Administration**
 LOUIS H. TAYLOR
 Superintendent of Schools
 C. DWAYNE ABT, Ed.D.
 Chief Safety & Human Relations Officer
 DENISE R. SHORTS
 Chief Academic Officer, Gr. PK-8
 VINCENT E. TOLBERT, CPA
 Chief Financial Officer
 ANNETTE E. WALLACE, Ed.D.
 Chief Operating & Academic Officer,
 Gr. 9-12



March 2, 2021

Mr. Joseph M. Mitreic, President
 Worcester County Commissioners
 Worcester County Government Center
 One W. Market Street, Room 1103
 Snow Hill, Maryland 21863

Dear President Mitreic:

I am writing to provide you information concerning two school construction projects for which we will be requesting funding from the County Commissioners on March 2, 2021.

On January 7, 2021, we received and opened bids for the Pocomoke Middle School Roof Replacement project. The bid tabulation is attached to this letter. On January 19, 2021, the Board of Education approved the \$2,600,442.00 bid from Flynn Mid-Atlantic. The Pocomoke Middle School Roof Replacement project was approved for State funding in the FY 2021 Capital Improvement Program. The State is providing \$1,275,000.00 for the execution of this project. We are requesting \$1,452,942.00 from the Commissioners to fully fund the roof replacement project.

Additionally, we are requesting \$108,825.00 to continue into the bidding process for the Stephen Decatur Middle School Addition project. Thanks to the design funding you provided in FY20 and FY21, we have been able to complete the design documents for this project. On December 10, 2020 we received notification from the State that the Interagency Commission on School Construction (IAC) staff has recommended approval of \$3.7 million of our \$4.8 million FY22 Capital Improvement Request for funding the Stephen Decatur Middle School project.

The Stephen Decatur Middle School Addition funding request will allow us to proceed to the pre-construction and bidding phases of the project. We are scheduled to open bids for the project on August 18, 2021. Following review of the bid documents and approval of bids by the Board of Education, we will request final construction and project funding for the project from the Commissioners.

We are very excited to move forward with these two much needed construction projects and, as always, we value your continued support of our capital construction program and our school system. I look forward to meeting with you on March 2nd.

Sincerely,

Louis H. Taylor
 Superintendent of Schools

LT:jjp
 cc: Board of Education Members
 Mr. Harold Higgins



February 22, 2021

President of Worcester
County Commissioners
1 W. Market St. Room 1103
Snow Hill, MD 21863

Dear President Mitrecic,

The Salisbury-Ocean City: Wicomico Regional Airport formally request to brief the Worcester County Commissioners on the status of your regional airport and all the exciting things that are happening in an around the airport.

If available, we are requesting around 15 minutes of time at the March 2, 2021 meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony M. Rudy'.

Anthony M. Rudy, A.A.E.
Airport Manager

ITEM 7



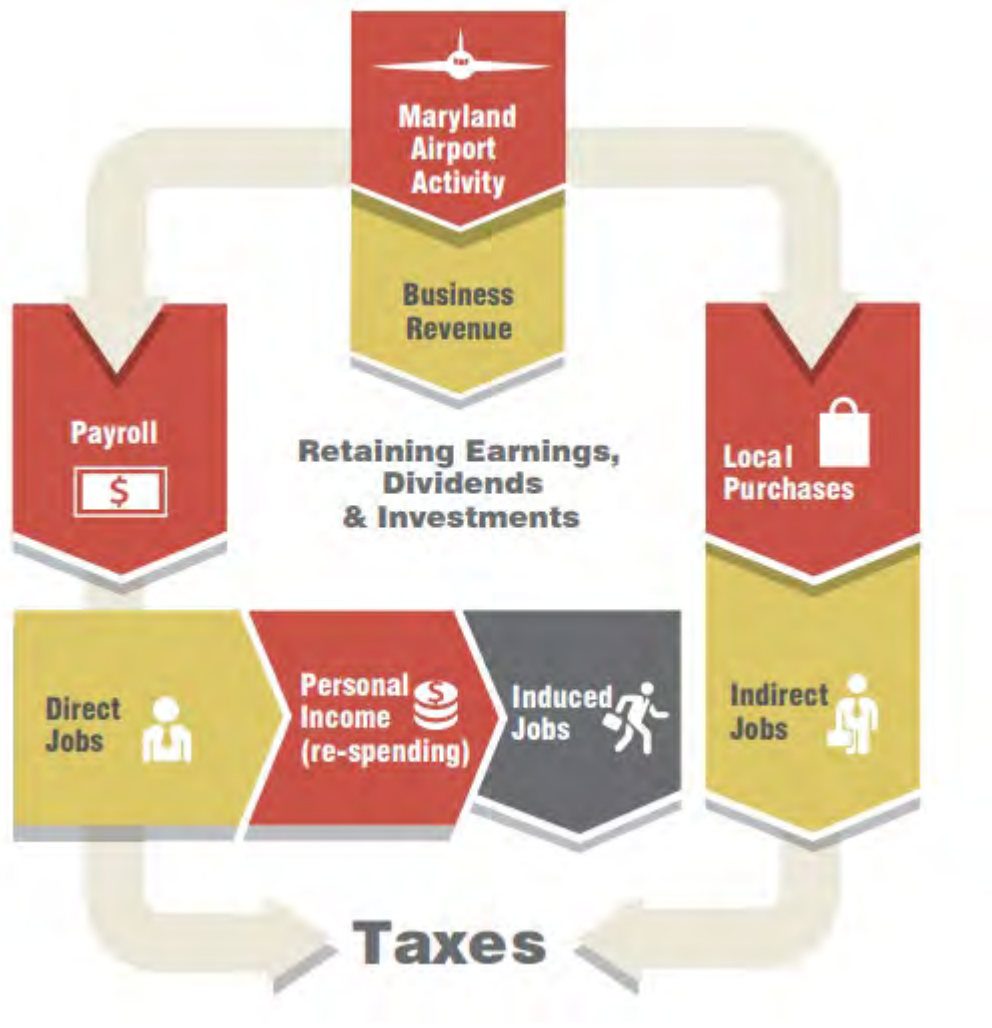
Airport Commission
Chairman
Calvin Peacock

Airport Manager
Tony Rudy

Airport Assistant
Manager
Chris Davidson

Your Economic Multiplier

Maryland Aviation Economic Impact




9,929
 Jobs Traced to Aviation Industry
 (excluding BWI)

2,610
 Indirect Jobs


\$867M
 Business Revenue from Aircraft
 Handling Fees & Servicing of Aircraft

\$272M
 Local Purchases by Airport Tenants


\$1.1B
 Total Economic Activity

\$583M
 Total Payroll





SBY Economic Impact

SBY Economic Impact

Direct/Indirect Impacts

	2014	2019
– Jobs	1370	1620
– Business Revenue	\$84M	\$78M
– Personal Income & Revenue	\$65M	\$84M
– State and Local Taxes	\$ 7M	\$15M
– Local Purchasing	\$25M	\$28M

Face - Lift

Welcome Sign



ITEM 7



Beach Theme Terminal



Hangars



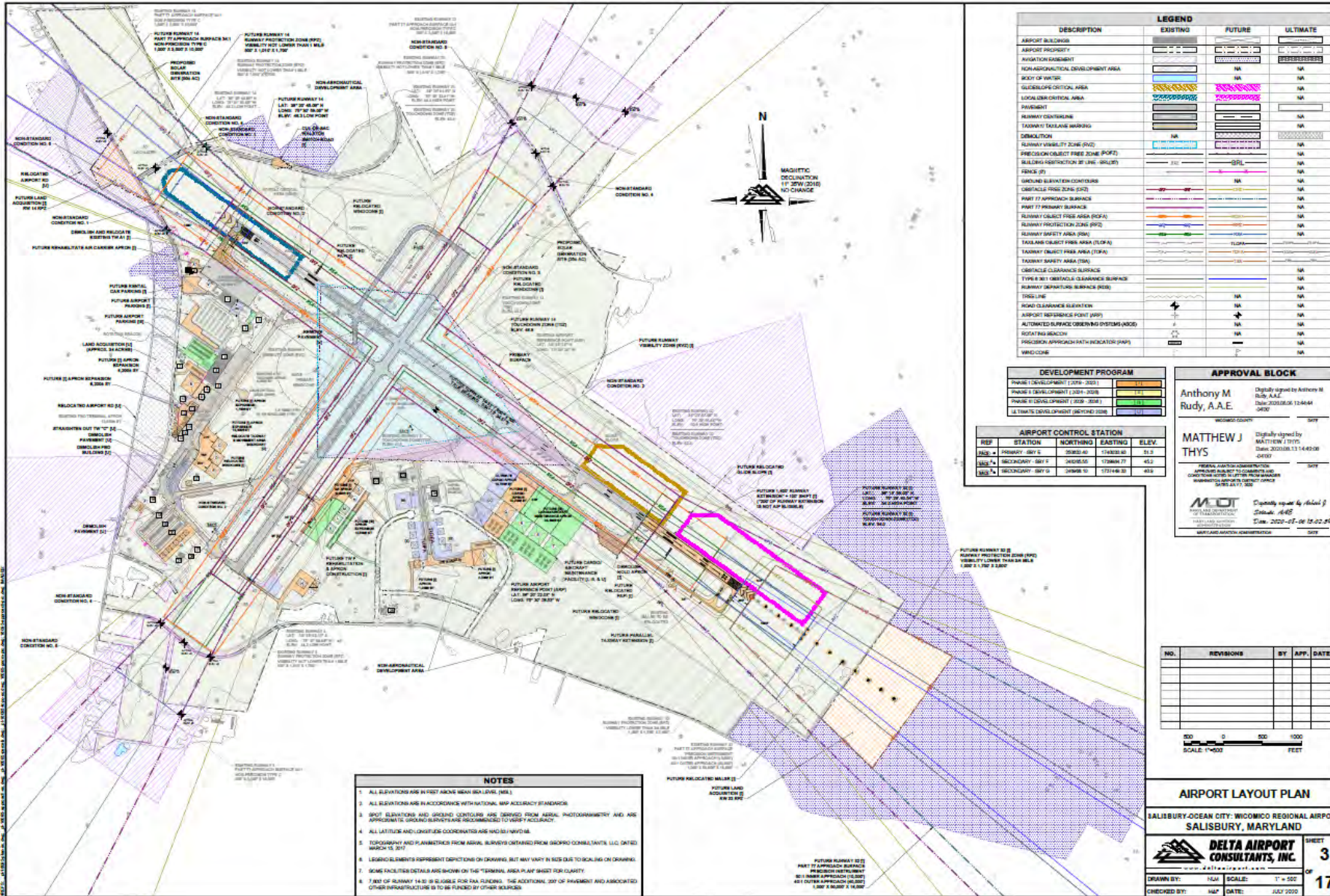


ITEM 7

T-Hangars

Ongoing Projects

Master Plan



Maintenance/SRE Building



**\$3.2 Million
Project**

ARFF Vehicle

\$726K Purchase



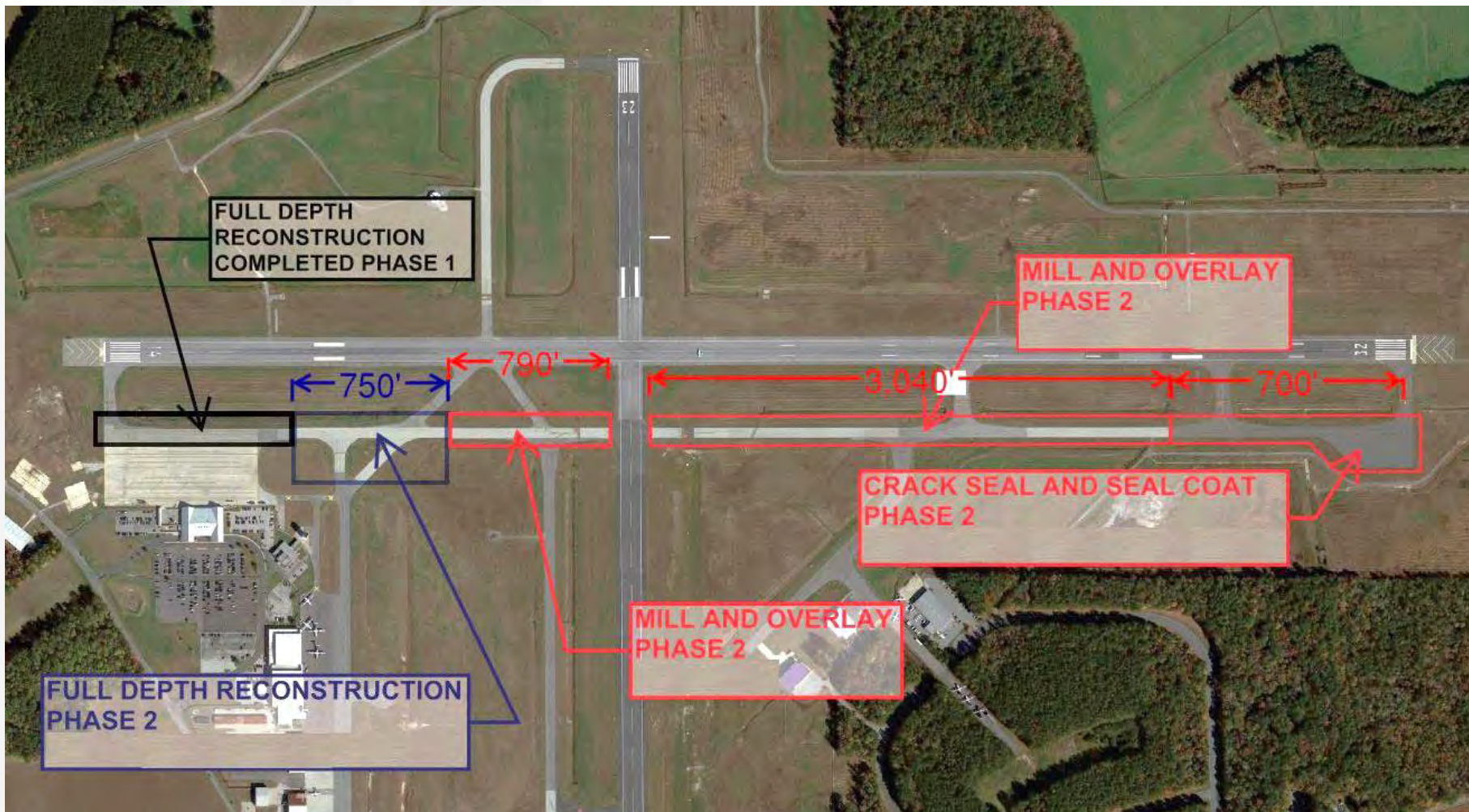
ARFF Building

\$1.8M Project



Rehabilitate Taxiway A

\$5.3M Project

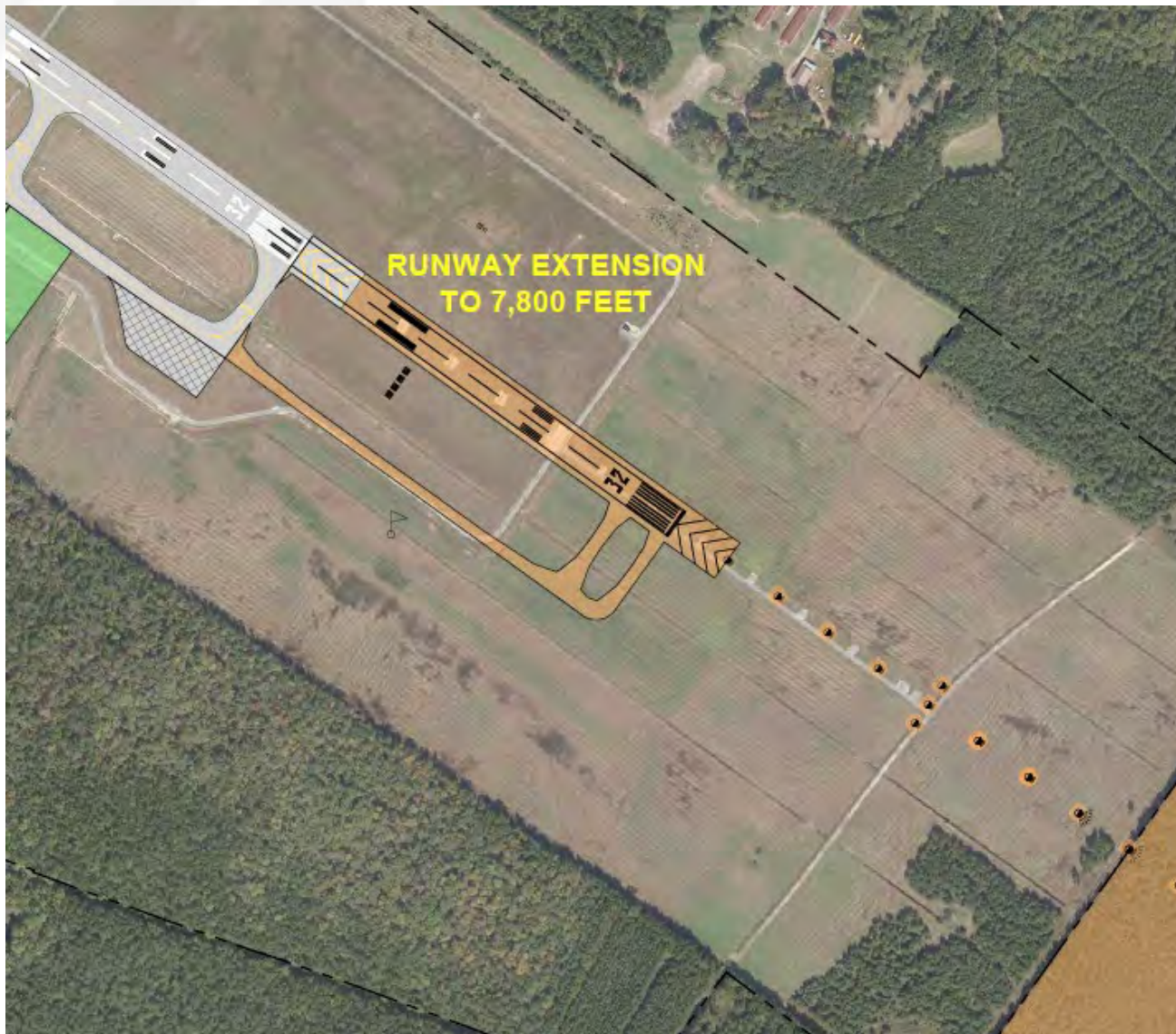


Piedmont Improvements



\$1.4M Project

Runway Extension



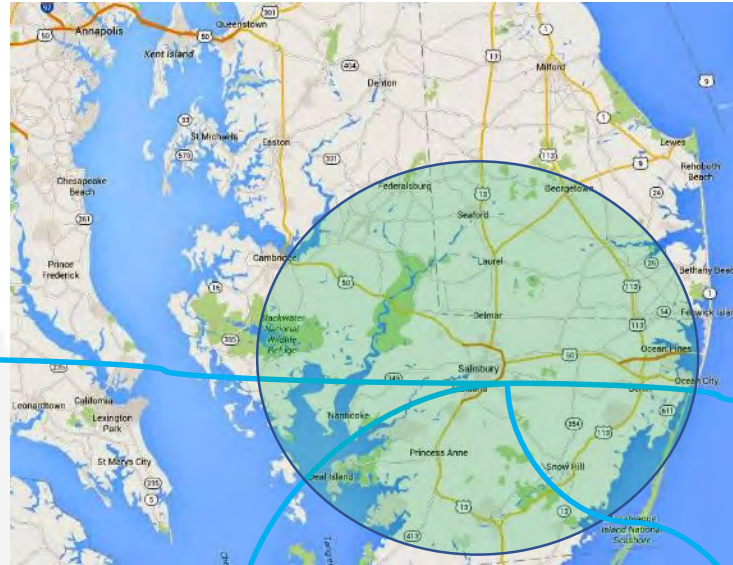
**\$31
Million
Project**

**Benefit Cost
Analysis
Complete.**



Regional Impact

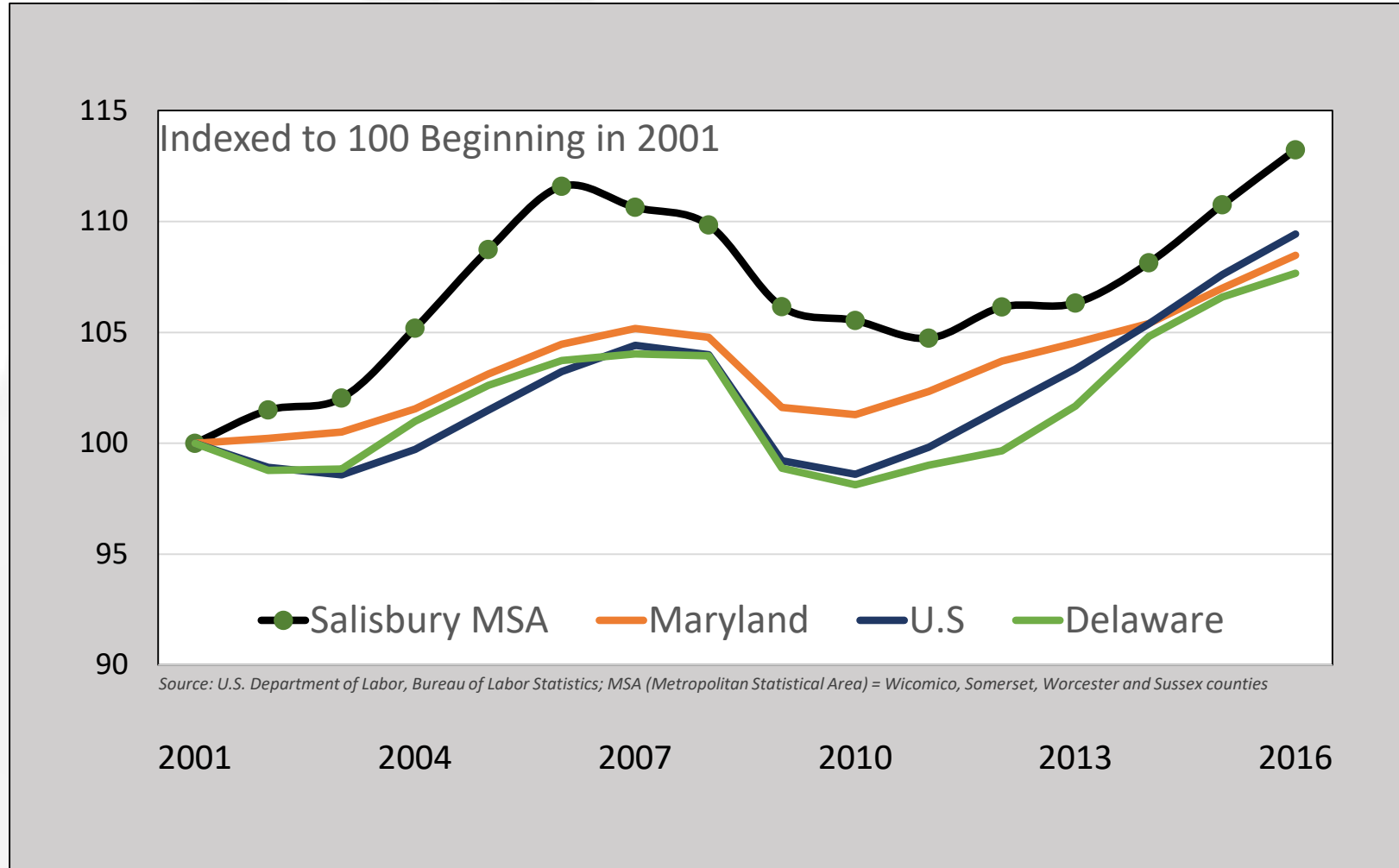
Travel / Cargo / Drones / FEMA ^{ITEM 7}



Metropolitan Statistical Area (MSA)

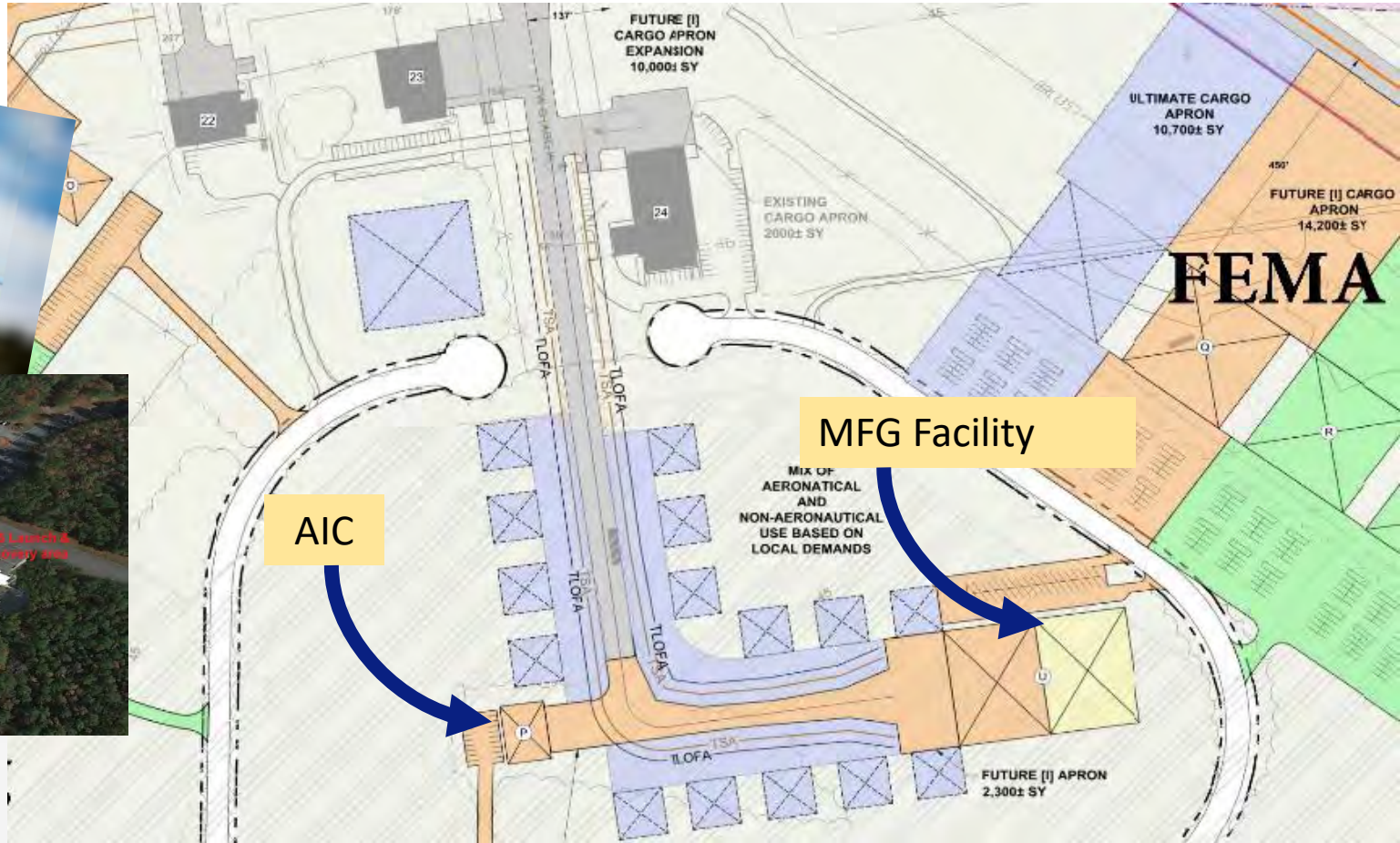
Includes Wicomico, Worcester, Somerset and Sussex Counties

Job growth of the Eastern Shore MSA has exceeded that of the nation over the past 15 Years



Autonomous Innovation Center

ITEM 7



Main Services / Goals

ITEM 7

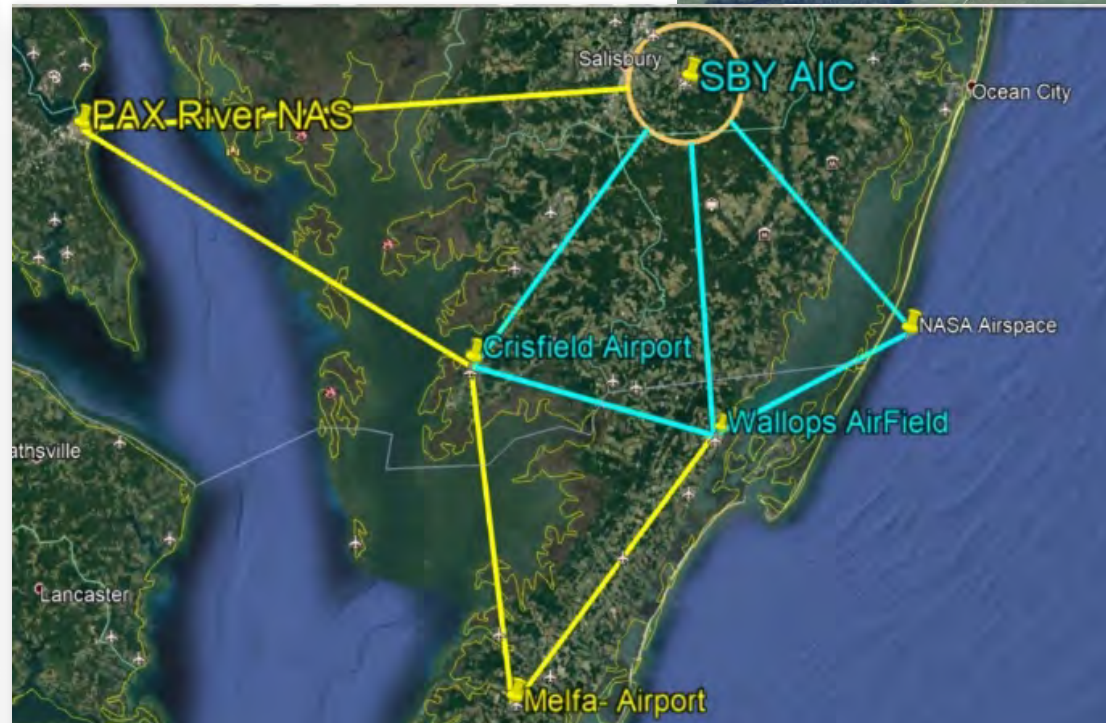
Facility Support

Training & Operations support

- Drone Pilot Training
- Drone Safety and Maintenance Program
- Experimental and Testing Program
- FAA Certification Program

Airspace Usage & Safety

FAA approved drone routes for safety and drone testing



Regional Drone Impacts

New UAS Center Opens This February

Direct/Indirect Impacts- UAS Ctr 2023			
	2019	2023	Incre
Jobs-	1620	+53	4%
Bus Rev-	\$78M	+\$6.7M	11%
Pers. Inc. & Rev	\$84M	+\$3.9M	5%
State/Local Tax	\$15M	+\$0.9M	7%
Local Purch. -	\$28M	+\$1.7M	8%



Cargo Facility



FEMA Challenges

ITEM 7

Potential Threats

- Flooding from more frequent 100 Year storms
 - Bay Bridge constructed in 1953 (wind restriction for trucks)
 - Delaware Bridge constructed in 1949
 - Chesapeake Tunnel constructed in 1963
 - Earthquakes
 - Terrorist Targets
- and we are an ISLAND with 3 access points

FEMA Goals

- 30 days to restore 100% access to State Roads
- 1 Million Citizens need supplies
- Need a Storage Facility for food and emergency supplies
- Medical supplies and staff relief
- Drinking water, diapers and food
- Portable Generators, tarps,

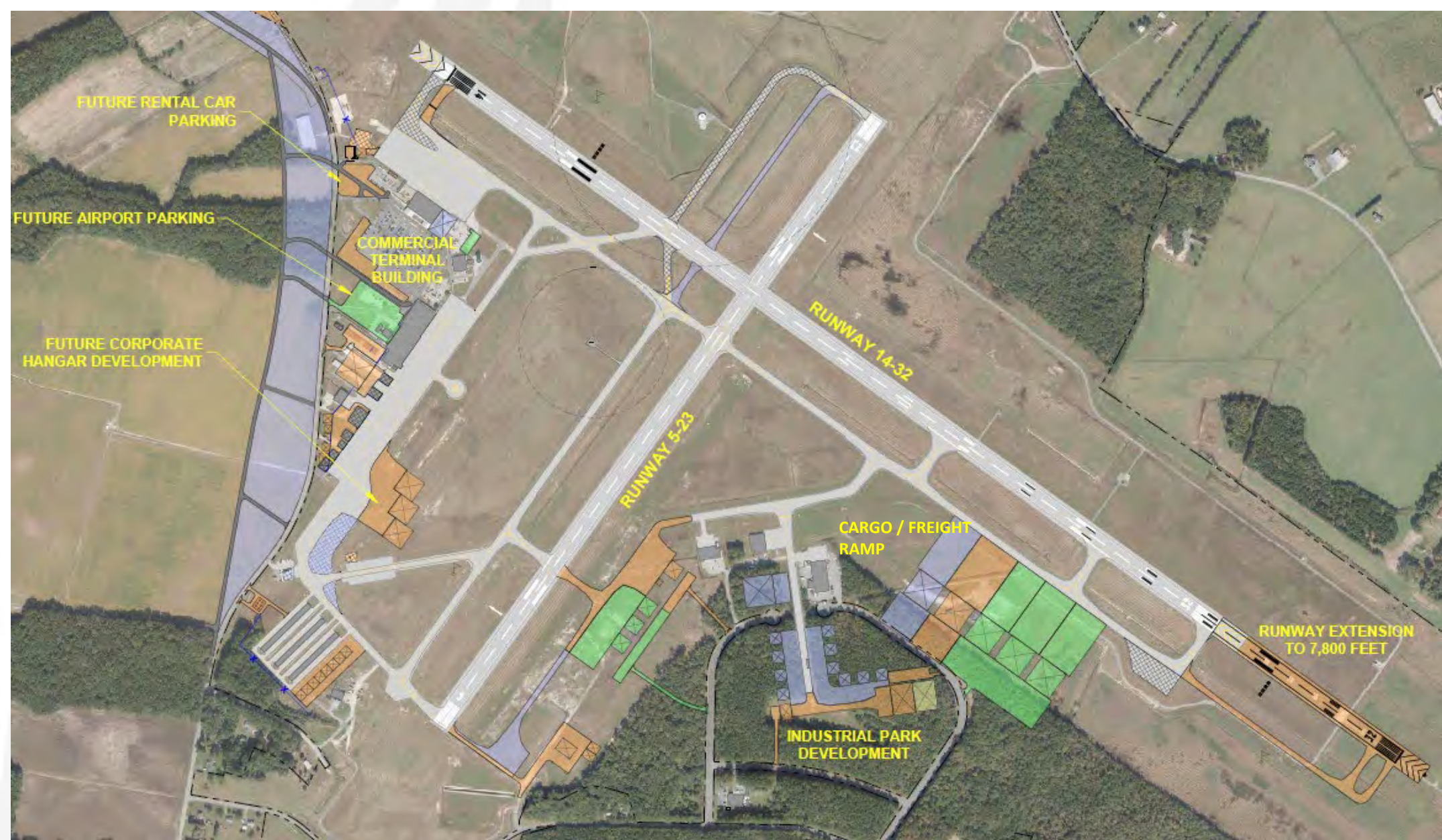
- Why FEMA has chosen SBY
 - Central location and higher/inland ground
 - Space for equipment, airlift access for resupplies
 - Medical Airlift (to medical/fixed wing) for mass casualties



Educational Partnerships



The Future



Planned Growth

Questions



TEL: 410-632-1194
FAX: 410-632-3131
E-MAIL: admin@co.worcester.md.us
WEB: www.co.worcester.md.us



OFFICE OF THE
COUNTY COMMISSIONERS

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

COMMISSIONERS
JOSEPH M. MITRECIC, PRESIDENT
THEODORE J. ELDER, VICE PRESIDENT
ANTHONY W. BERTINO, JR.
MADISON J. BUNTING, JR.
JAMES C. CHURCH
JOSHUA C. NORDSTROM
DIANA PURNELL

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

February 23, 2021

TO: County Commissioners
Harold L. Higgins, Chief Administrative Officer
FROM: Kathy Whited, Budget Officer *Kathy*
RE: FY2022 Budget Requests- Municipalities and Ocean Pines

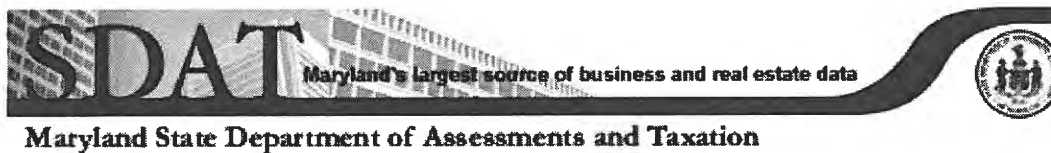
Attached please find the Fiscal Year 2022 letters from the Towns and Ocean Pines: Pocomoke City, Snow Hill, Berlin and Ocean Pines Association. We have scheduled to meet with the Towns and Ocean Pines Association at 10:30 a.m. on Tuesday, March 2, 2021 to discuss their grant requests. We have rescheduled the Town of Ocean City to March 16, 2021 as they will not be available on March 2nd.

Also included is the following:

- Page 2 Attachment A: -FY2021 tax rates for the municipalities
- Page 3 Attachment B: -FY2022 constant yield tax rates for municipalities as provided by Maryland Department of Assessments & Taxation
- Page 4 Attachment C: FY2022 letter sent in January, 2021 (Pocomoke City attached)
- Behind each Town and Ocean Pines Association letter is a worksheet which summarizes the FY2021 total paid County grants and pass thru monies and FY2022 Request:
Page 5 Pocomoke City
Page 7 Town of Snow Hill
Page 10 Town of Berlin
Page 12 Ocean Pines Association

:kw
Attachments

Attachment A



Below is a list of counties in Maryland, and their property tax rates in effect on July 1, 2020. *All rates are shown per \$100 of assessment.

Municipal Tax Rates

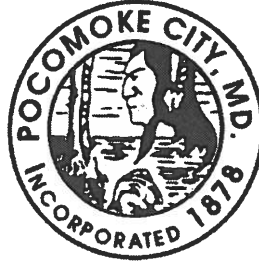
JURISDICTION	FY2021		
	REAL	PERSONAL	UTILITY
Berlin	.80	1.70	1.70
Ocean City	.4559	.9687	.9687
Pocomoke City			
Owner	.9375	0	0
Non-Owner	1.1311	2.0	2.40
Snow Hill	.86	1.82	1.82
STATE	.112	0	.28

CONSTANT YIELD TAX RATE 2021

This is a summary of the constant yield tax rate certification (CYTR) sheets that were emailed to local governments on Sunday, February 14, 2021. The constant yield tax rate is the tax rate that a jurisdiction would have to impose in order to obtain the same amount of property tax revenue in fiscal year 2022 as it received in fiscal year 2021. If a jurisdiction plans to set a tax rate higher than the constant yield rate, the jurisdiction must advertise the tax increase and hold a public hearing before setting the tax rate for fiscal 2022. Municipalities are exempt from these requirements if maintaining the same tax rate would raise less than \$25,000 more revenue in fiscal 2022 than in fiscal 2021. In some parts of some counties, there may be additional taxes levied for special purposes. These tax levies are not included in these tax rates.

Jurisdiction	7/1/2012 Net Assessable Real Property Base		7/1/2020 Tax Rate	=	7/1/2020 Potential Revenue	÷	7/1/2021 Net Assessable Real Property Base	=	7/1/2021 Constant Yield Tax Rate
Berlin	463,872,510	X	0.8000	=	3,710,980	÷	476,571,675	=	0.7787
Ocean City	9,256,647,566	X	0.4559	=	42,201,056	÷	9,253,054,166	=	0.4561
Pocomoke City -Owner Occupied	99,486,468	X	0.9375	=	932,686	÷	100,599,505	=	0.9271
Pocomoke City -NonOwner Occupied	149,337,040	X	1.1311	=	1,689,151	÷	151,079,521	=	1.1181
Snow Hill	109,936,354	X	0.8600	=	945,453	÷	111,375,123	=	0.8489

POCOMOKE CITY, MARYLAND



Worcester County Commissioners and Mr. Higgins,

We greatly appreciate the opportunity to present our budget requests for County Funding for FY 2022. The Mayor and Council of Pocomoke City certainly understand the difficulties faced in funding requests with limited revenue, and the City of Pocomoke greatly appreciates the monetary assistance that was provided by Worcester County in the form of the CARES Act funds this past year. Our funding requests for FY 2022 are limited to the items described below:

*In unrestricted grant money, the County approved \$465,000.00 for FY 2021. Pocomoke City is requesting that the County grant that same amount again for FY 2022. These funds are extremely important in maintaining the City General Fund that supports our Public Works Department, Police Force, EMS and Waste Water facilities as well as the economic development of our City.

*Pocomoke City is also requesting an additional allocation in the amount of \$32,490.00, the equivalent of 10% of funds received by Worcester County from table games revenue at Ocean Downs Casino in FY2020.

On behalf of the Pocomoke City Mayor and Council, thank you for your continuous support of our City, and we look forward to continuing our work with the County to improve the quality of life for the residents of Pocomoke City and all of Worcester County. We look forward to meeting with the Commissioners in March 2021.

Respectfully,

Jeremy J. Mason
City Manager- Pocomoke City, Maryland

GRANTS TO TOWNS - FY2022
Request 3/2/21 - Pocomoke City

	<u>Pocomoke City FY21 Approved</u>	<u>Pocomoke City FY22 Request</u>
<u>COUNTY GRANTS TO TOWNS</u>		
Unrestricted Grant	465,000	465,000
Infrastructure Grant	42,854	-
Request 10% allocation of FY20 table games revenue		32,490
(1) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	507,659	554,779
Restricted Fire Grant	63,000	55,000
	1,078,513	1,107,269
* Cnty Grant Vol. Fire Dept - based on code	217,819	221,660
(2) Supplemental Cnty Grant Vol. Fire Dept	32,181	28,340
Sub-Total County Grants & Debt	1,328,513	1,357,269
Tourism Marketing On-Behalf	4,500	4,500
<u>SHARED REVENUES</u>		
* Income Tax	245,000	265,000
* Liquor License Distribution	7,031	7,031
	252,031	272,031
<u>STATE AID PASS THRUS</u>		
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,271	33,118
* Fire Co. Aid-State Pass Thru Towns-est	512	18
TOTAL	\$ 1,618,827	\$ 1,666,936

* Mandated by State or County Code

(1) Ambulance Grant calculated at FY2021 rates based on CY2020 runs, or FY2021 grant, whichever may be the greater amount

(2) Fire Grant supplement approved from General Fund FY14-FY21



MAYOR AND COUNCIL OF SNOW HILL

Mr. Joseph Mitrecic, President
 Worcester County Government
 One West Market Street
 Snow Hill, MD 21863

February 17, 2021

Dear Commissioner Mitrecic,

I appreciate the opportunity to present our request for County Funding for FY'21-22. While Snow Hill is only one of the four municipalities that receives funding from Worcester County, we may be the most important to the Government operations of Worcester County. The Town of Snow Hill supports your employees, visitors to County Government, lawyers and other judicial and operational visitors to Snow Hill, the seat of Worcester County.

Thousands of dollars are spent every year to maintain the Wastewater Treatment Plant in Snow Hill. We service over two thousand citizens who pay full rates for water and sewer service. With the addition of the County employees, jurors, and attorneys we would see tens of thousands of dollars in increased revenues should the County be paying the same rates the rest of our service recipients' pay. Instead, the County enjoys a significant discount for water and sewer services from the Town of Snow Hill. No other municipality in the County bears this partnership.

One example is the correctional facility. The main pipeline for the facility is two miles long. This year, due to water stagnation we had a deficiency in water quality. This was resolved by continued flushing of the systems. The existence of that pipeline is making it imperative to install a \$35,000 aerator in the water tower.

We enjoy the partnership with the Worcester County Government and hope that Snow Hill is a welcoming and inviting place for the County's many visitors and employees. The many government buildings provide services and activities vital

to the entire County community. We share similar goals and visions for the Town, the County, tourism, and heritage. As represented by our new partnership with the Black Eyed Susan paddle wheel boat. We look forward to beginning this journey and are thankful and appreciative of the financial support from the Worcester County Commissioners as well as the advertising and promotional support.

Our requests for this year are as follows:

UNRESTRICTED GRANT: \$500,000

We need to purchase 2 police vehicles, a truck and trailer for water and Sewer Dept. , chipper/shreader, Dump Truck and utility trailer for public works.

PAYMENT IN-LIEU OF TAXES: \$235,000 (includes monies for the new aerator)

TABLE GAME REVENUE: \$32,490 (equivalent 10% of table game revenue)

Inflow and infiltration Market St: \$200,000

On February 16, our wastewater treatment plant was overwhelmed due to high water tables. Snow Hill's Wastewater system is very old and many lines are failing. We are in desperate need of further Inflow and Infiltration study. We do know some of the major problem areas. The Main sewer line parallel to Market St. is the major contributor of I and I issues at our plant. We have an estimate of approximately \$475,000 for this project. We have requested grant funding for a portion of this as well. This must be done ASAP to protect our river first and foremost and to continue to serve our citizens and the County offices and Jail.

Thank you for your time and consideration. The Town of Snow Hill is honored to be the Worcester County Seat and is blessed by the relationship between the County Government and ourselves. We look forward to a mutually beneficial relationship for years to come.

Regards, *Tammy Simpson*

Tammy J. Simpson

Mayor

GRANTS TO TOWNS - FY2022
Request 3/2/21 - Snow Hill

	Snow Hill FY21 Approved	Snow Hill FY22 Request
COUNTY GRANTS TO TOWNS		
Unrestricted Grant	465,000	500,000
Other Grants - in lieu	200,000	200,000
Other Grants - in lieu Aerator	-	35,000
Wastewater system inflow & infiltration	-	200,000
Infrastrure Grant	42,854	32,490
Additional Request - Restricted Fire Grant-EMT	-	-
Restricted Fire Grant	87,000	73,000
	794,854	1,040,490
* Cnty Grant Vol. Fire Dept	217,819	221,660
(1) Supplemental Cnty Grant Vol. Fire Dept	32,181	28,340
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	626,799	626,799
	876,799	876,799
Sub-Total County Grants & Debt	1,671,653	1,917,289
Tourism Marketing On-Behalf	4,500	4,500
SHARED REVENUES		
Income Tax	125,000	139,000
* Liquor License Distribution	4,688	4,688
	129,688	143,688
STATE AID PASS THRU		
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,271	33,119
* Fire Co. Aid-State Pass Thru Towns-est	44	2,234
TOTAL	\$ 1,839,156	\$ 2,100,830

* Mandated by State or County Code

(1) Fire Grant supplement approved from General Fund FY14-FY21

(2) Ambulance Grant calculated at FY2021 rates based on CY2020 runs, or FY2021 grant, whichever may be the greater amount



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811
 Phone 410-641-2770 Fax 410-641-2316
 www.berlinmd.gov

February 17, 2021

Mayor
 Zack Tyndall

Vice President
 Dean Burrell

Councilmembers
 Jay Knerr
 Shaneka Nichols
 Jack Orris
 Troy Purnell

Town Attorney
 David Gaskill

Town Administrator
 Jeffrey Fleetwood



Hon. Joseph Mitrecic, President
 Worcester County Commissioners
 1 Market Street, Room 1103
 Snow Hill, Maryland 21863

President Mitrecic,

I am writing on behalf of the Mayor and Council, citizens, and business community within the Town of Berlin to respectfully ask for \$517,375 in grant funding from Worcester County for the fiscal year 2022.

I realize that this request is an 11.26% increase from the grant we received in the fiscal year 2021. However, this grant request includes funding for many critical services and initiatives within the Town of Berlin. We also believe that the additional grant requests will help provide a sizeable return on investment for Worcester County citizens through increased access to services and bolster environmental tourism throughout the county.

The Town of Berlin was grateful to receive \$465,000 from Worcester County last year to help offset a portion of our public safety funding for police, fire, and EMS services. We are respectfully asking for the same level of funding for these services this year. In addition, we are also requesting \$52,375 in funding to help offset the following investments:

- **Rails-to-Trails program:** Phase one of a rails-to-trails program utilizes the Maryland & Delaware Railroad right-of-way. This project's ultimate goal is to help connect the Town of Berlin with the Town of Snow Hill through a passive-use recreation pathway. We are seeking grant funding from multiple agencies for phase one of this project. To help offset a portion of the grant match, we are requesting \$39,875 in funding assistance from the Worcester County Commissioners.
- **Berlin Community Center:** We seek assistance with funding a feasibility study for a new community center on Flower Street. This study's projected cost is \$15,000, and we are asking for \$7,500 from the Worcester County Commissioners.
- **Independence Day fireworks:** Berlin's Independence Day fireworks show will be at the Northern Athletic Complex. We request the County Commissioners to add \$5,000 in matching funds in their Parks and Recreation budget to offset the show's \$10,000.00 cost.

The Town of Berlin is grateful for the grant provided each fiscal year by the County Commissioners. I look forward to attending your meeting on March 2, 2021, to explain these requests in more detail and answer any questions you may have.

Respectfully,

Zack Tyndall MBA, NRP
 Mayor, Town of Berlin

**GRANTS TO TOWNS - FY2022
Request 3/2/21 - Berlin**

	Berlin FY21 Approved	Berlin FY22 Request
COUNTY GRANTS TO TOWNS		
Unrestricted Grant	465,000	465,000
Rails -to-Trails funds to offset grant	-	39,875
Berlin Community Center - feasibility study @ 50%	-	7,500
Berlin Independence Day fireworks @ NWAC @ 50%	-	5,000
Restricted Fire Grant	204,000	214,000
	669,000	731,375
* Cnty Grant Vol. Fire Dept	217,819	221,660
(1) Supplemental Cnty Grant Vol. Fire Dept	32,181	28,340
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	726,565	727,135
	976,565	977,135
Sub-Total County Grants & Debt	1,645,565	1,708,510
Tourism Marketing On-Behalf	4,500	4,500
SHARED REVENUES		
* Income Tax	422,000	537,000
* Liquor License Distribution	20,438	20,438
	442,438	557,438
STATE AID PASS THRU		
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,271	33,119
* Fire Co. Aid-State Pass Thru Towns-est	10,891	10,801
TOTAL	\$ 2,136,665	\$ 2,314,368

* Mandated by State or County Code

(1) Fire Grant supplement approved from General Fund FY14-FY21

(2) Ambulance Grant calculated at FY2021 rates based on CY2020 runs, or FY2021 grant, whichever may be the greater amount



OCEAN PINES ASSOCIATION, INC.

239 Ocean Parkway • Ocean Pines, Maryland 21811
Telephone: 410-641-7717 • Fax: 410-641-5581

February 12, 2021

Ms. Kathy Whited, Budget Officer
Worcester County Government Center
One West Market Street
Snow Hill, Maryland 21863

Dear Ms. Whited:

This request is being submitted to you in accordance with the letter dated January 12, 2021 from President Joseph Mitrecic. President Mitrecic asked that the Ocean Pines Association provide details on funding requests to assist with developing the Worcester County Budget for the coming fiscal year.

The 8,452 properties within Ocean Pines include a year-round population of approximately 12,000 which represents a significant percentage of the overall county population. In addition to the county residents that live and own property in Ocean Pines, the Association shares the use of its physical assets with thousands of guests who come to the area to visit each year. These physical assets include eighty-two miles of road, associated bridges, five pools, a golf course, several restaurants, and numerous parks and playgrounds. Additional services that the Association provides to the residents of the county when they are in Ocean Pines include public safety services and various recreation programming that include classes for physical fitness and wellness, educational forums, along with children's camps and other activities.

The summary information noted above is the general reference regarding our request for funding. We believe the Commissioners and other members of the leadership team recognize the Association for the asset that it is to the County through its consideration of funding for this upcoming year.

As we have requested in the past, and to align with the County's budget structure, our requests fall into three categories: Public Safety, Roads and Bridges, and Tourism/Parks and Recreation.

Public Safety

The County has consistently provided grant funding for the dedicated purpose of supporting the Ocean Pines Police Department. We appreciate this financial support and request that the

Visit Us Online at www.oceanpines.org

County continue to provide a level of funding commensurate with the importance of this public safety service.

The annual report submitted by the Ocean Pines Police Department shows the number of calls in 2020 for mutual aid and assisting other agencies including joint agency operations at 332 and a total number of calls for service at 13,193. These service calls generated by citizens and police personnel in the field included both criminal and non-criminal incidents. Throughout most of the year the department was challenged with COVID 19 issues that restricted our opportunity to Upgrade Equipment or supplies. Your help in providing much needed funding is imperative to meet the related and growing needs for recruitment, training, and time.

To assist us in meeting the current and increasing demands on our police force, we respectfully request Public Safety funding in the form of a grant in the amount of \$525,000 and ask for your consideration.

Roads & Bridges

The 82 miles of roads in Ocean Pines carry the traffic load for thousands of both resident and non-resident vehicles every day. Along with the responsibility to maintain 4 bridges to comply with the appropriate safety standards, we also have 387 drainage pipes that cross under existing roads. As that infrastructure is more than 50 years old, much of it is in dire need of replacement. We must also maintain each of the residential driveway pipes throughout our community.

This past year Ocean Pines has taken a more aggressive approach in maintaining our roadways and repairing drainage pipes. Specific plans have been developed and work is being done in these areas in conjunction with those plans. If funding from the County were to be made available, these projects could continue, and we would be able to alleviate road and drainage problems that currently impact many of our property owners. Also, should the County open any discussions regarding available Casino funds and the impact associated with the establishment of table games, Ocean Pines would be very interested in participating in the hopes that we could potentially share benefits with the County residents in Ocean Pines if such funding became available.

To assist us in meeting the infrastructure needs of our portion of the county, we respectfully request funding in the amount of \$150,000 and ask for your consideration.

Tourism / Parks & Recreation

Tourism is a vital part of the economic engine of Worcester County and the assets of Ocean Pines play a key part in helping the County with its tourism objectives. Thousands of tourists stay in Ocean Pines and participate in activities throughout the year, not just during the

summer. Besides our proximity to the beach, visitors are drawn to Ocean Pines by our many amenities, programs, sporting events, and special events. The Fourth of July celebration is one such special event that has been lauded as one of best fireworks shows in the area and draws over 20,000 spectators, many from other parts of Worcester County and beyond.

Our Recreation & Parks Department operates seven days a week, year-round, to meet the needs of our residents, visitors, and tourists. We offer many no-fee amenities and activities, including concerts and movies in the park, holiday events, basketball courts, soccer fields, playgrounds, a skate park, walking trails and other special event programs that are open to the public and well attended by residents and non-residents alike. However, there are considerable maintenance and operational costs associated with these “free” amenities; most of which is considerably borne by the residents.

To assist us in continuing to execute high-quality events and programming for the community at-large and our visiting guests to the county, we respectfully request Tourism funding in the amount of \$25,000 and Recreation & Parks funding in the amount of \$40,000.

We appreciate your consideration of our funding request and look forward to continuing the role that the Ocean Pines Association has in the overall success and quality of life achieved in Worcester County.

Respectfully submitted,

A handwritten signature in cursive script that reads "Larry Perrone". The signature is written in black ink and is positioned below the typed name.

Larry Perrone (on behalf of the Ocean Pines Board of Directors)
President, Ocean Pines Association

GRANTS TO TOWNS - FY2022
Request 3/2/21 - Ocean Pines Association

	Ocean Pines FY21 Approved	Ocean Pines FY22 Request
<u>COUNTY GRANTS TO TOWNS</u>		
County Street Grants By Agreement	128,162	122,942
Recreation Grant	-	40,000
Roads & Bridge Repairs	-	150,000
Tourism - July 4 celebration	10,000	25,000
Police Aid	475,000	525,000
Restricted Fire Grant	50,000	42,000
	663,162	904,942
* Cnty Grant Vol. Fire Dept	217,819	221,660
(1) Supplemental Cnty Grant Vol. Fire Dept	32,181	28,340
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	508,990	508,990
	758,990	758,990
Sub-Total County Grants & Debt	1,422,152	1,663,932
<u>STATE AID PASS THRU</u>		
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,271	33,119
TOTAL	\$ 1,455,423	\$ 1,697,051

* Mandated by State or County Code

(1) Fire Grant supplement approved from General Fund FY14-FY21

(2) Ambulance Grant calculated at FY2021 rates based on CY2020 runs, or FY2021 grant, whichever may be the greater amount



DEPARTMENT OF
INFORMATION TECHNOLOGY

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1003
SNOW HILL, MARYLAND 21863
TEL:410.632.5610
www.co.worcester.md.us/departments/it

To: Harold Higgins, Chief Administrative Officer

From: Brian Jones, IT Director

Re: Talkie to Attend Meeting

Date: February 18, 2021

At the commissioners meeting on February 16, 2021, Commissioner Mitrecic expressed the desire to have Talkie (County Internet Service Provider) attend the next meeting. I have confirmed with Talkie that they are available to visit and a representative will be here for the meeting. At this time Andre' DeMattia' will be onsite and will have a presentation about their company and their future plans. Andre will also discuss their funding for rural broadband, infrastructure and their plans for success in Worcester County. They will also be prepared to answer any questions that may come up during the presentation.

Should you have any questions, please feel free to reach out to me.



**Talkie
Communications
Business Overview**

Andrew DeMattia, Chairman
Andre DeMattia, Chief Executive Officer

| 2020 | Oct



Company

Meet the Company

PAGE 2

Andrew DeMattia

Experience:

7 years employed with Talkie
16 years employed with Verizon

Andre DeMattia

Experience:

7 years employed with Talkie
16 years employed with Verizon

200+ Miles of Fiber. Approximately 2000 homes past Since May 2019

31 Employees most located in Kent and Queen Anne's County



WWW.TALKIECOMMUNICATIONS.COM



Talkie Communications

PAGE 3



Andrew DeMattia
CEO

16 Years Verizon Operations
7 Years Talkie Communications



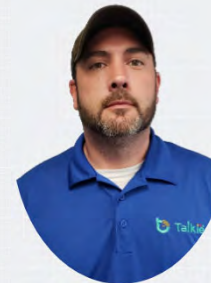
Andre DeMattia
COO

16 Years Verizon Operations
7 Years Talkie Communications



Gary Rife
Constructions

23 years Underground Construction



Noel Porter
Outside Plant

16 Years Verizon Outside Installations



WWW.TALKIECOMMUNICATIONS.COM



Company History

Who we are

Who are we?

- Local, family-owned telecommunications company
- CLEC in 11 States
 - NY,TX,FL,KY,WI,OR,MD,NY, Pending DE,NJ,PA
- No contracts or obligations
- No introductory “teaser” rates resulting in subsequent price increases
- Talkie Communications has an A+ rating with the BBB

Our History

- Talkie Communications employees have over 23 years telecom experience each
- Voice Services Started - 2012
- Fiber Internet (up to 10Gb)





Chestertown, Maryland

Talkie Communications - A part of the community




PAGE 5

- Located at 99 Talbot Blvd
- Provide access to affordable and high capacity internet to residents and businesses in rural areas.

WWW.TALKIECOMMUNICATIONS.COM

● ● ●
Our Products and Services
 What we provide to our customers

PAGE 6

Talkie Fiber	Talkie Streaming TV	Talkie Digital Voice	Home Security
			
<p>100% fiber optic network Residential fiber internet Business fiber internet Static IP Equipment & Accessories</p>	<p>Live streaming TV No additional charge: -Catch Up TV -Cinema/VOD -Cloud DVR</p>	<p>VoIP E911 Unlimited calling US/Canada Caller ID Fax to Email Business or Residential</p>	<p>More than a smart app or a cool thermostat, Talkie, powered by Alarm.com seamlessly connects the key devices in your home on one platform — so they work together and work smarter.</p>
			<p>WWW.TALKIECOMMUNICATIONS.COM</p>



**Queen
Anne's
County**

County Commissioners:
James J. Moran, At Large
Jack N. Wilson, Jr., District 1
Stephen Wilson, District 2
Philip L. Dunkell, District 3
Christopher M. Corchiaro, District 4

**THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY**

The Liberty Building
107 North Liberty Street
Centreville, MD 21617

e-mail: QACCommissionersAdministrator@qac.org

County Administrator: Todd Mohr
Executive Assistant to County Commissioners: Margie A. Hunk
County Attorney: Patrick Thompson Esquire

PAGE 7

February 25, 2020

RE: Talkie Communications - Letter of Recommendation

To Whom it May Concern:

Queen Anne's County strongly supports the expansion of broadband to the un- and underserved areas of Queen Anne's County.


There are approximately 4,000 households that do not have access to wired internet in Queen Anne's County. These include less dense areas along the Chester River as well as rural areas on the outskirts of incorporated towns and crossroads. The geography of our County with waterways and large open expanses makes the return on a broadband expansion less than inviting for many wired and wireless providers. The County has heard the frustrations from parents whose kids cannot do their homework or take courses and tests from home. Frustrations are also heard from those in the agriculture industry that know they are at a disadvantage because of the lack of broadband and the technologies not available to them. The County has become more aware of the impact that a lack of broadband has as new technologies for education, agriculture, public safety, healthcare, etc. are made available in areas that have it.

Queen Anne's County formed a Broadband Advisory Committee in June 2018 to attempt to address these issues and there is currently a Broadband Feasibility Study (BFS) underway. The County is already familiar with where there is a lack of broadband and the outcome of the study will help determine the "how" to get broadband to these areas.


The Committee and BFS consultant have met with multiple broadband providers to determine and assess their capabilities and willingness to coordinate efforts with the County. A lot has been learned from each potential vendor along with an instilled belief that the best step forward is to partner with local providers who have a shared interest in expanding their networks and investing in the future of our rural area.

Thank you,
Sincerely,

THE COUNTY COMMISSIONERS OF
QUEEN ANNE'S COUNTY


James J. Moran, President


Jack N. Wilson, Jr.


Stephen Wilson


Philip L. Dunkell


Christopher M. Corchiaro



WWW.TALKIECOMMUNICATIONS.COM



<https://www.adtran.com/index.php/adtran-partners-with-talkie-communications-on-100-fiber-optic-network-to-connect-rural-maryland>

PAGE 8



ADTRAN Partners with Talkie Communications on 100% Fiber-Optic Network to Connect Rural Maryland

Like 0 | Share | Tweet | LinkedIn

New all-fiber 10G future-proof network provides residents along the Eastern Shore high speed internet and drives economic development

HUNTSVILLE, Ala.—(SEPTEMBER 11, 2019)—ADTRAN, Inc., (NASDAQ:ADTN), a leading provider of next-generation open networking and subscriber experience solutions, today announced its work to help Talkie Communications build an all-fiber, 10G communications backbone along the Eastern Shore of Maryland to connect underserved communities and drive overall economic development in the region.

"We are rolling out multi-gigabit services right now in Kent County, where it's mostly farmers and residents who had no choice before and now have access to the best and most affordable internet thanks to ADTRAN's 10G XGS-PON fiber solution," Talkie Communications President André DeMattia said. "Fiber is going to change people's lives on the Eastern Shore—not only allowing them to live, work and learn better but will also help one of the oldest colleges in America, our regional hospital and local government efforts to attract data center business, which isn't possible without fiber."

Maryland Governor Larry Hogan recently announced the first wave of a 5-year, nearly \$100 million plan to accelerate this kind of infrastructure investment to connect hundreds of thousands of residents by 2023. "It's exciting to be a part of these kind of important community-based economic development efforts to improve lives and spark a world of possibilities," ADTRAN Regional Vice President Mark Ogden said. "We see it all over the world—fiber transforms communities and all of us at ADTRAN are proud to support companies like Talkie Communications in making a real difference by building tomorrow's networks today."

DeMattia and his twin brother Andrew created Talkie Communications in 2012, following more than a decade working for a large U.S.-based telecommunications operator. After Kent County, the next priority for Talkie is to provide services to neighboring counties, reaching into the rural areas east of Baltimore and Annapolis with the same high-quality internet found in the more urban areas of the state.

Earlier this year, the website HighSpeedInternet.com ranked Maryland as having the fastest internet speed in the U.S. Talkie's work aligns with Governor Hogan's priorities "to provide high-speed internet to every county in the state."

About Talkie

Talkie Communications believes in giving the customer the best experience possible for the best price. This includes quality products and great customer service and utilizes the newest technology to give us a competitive advantage with internet speeds up to 10 gigabits per second. Learn more at talkiefiber.com.

About ADTRAN

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ITEM 9



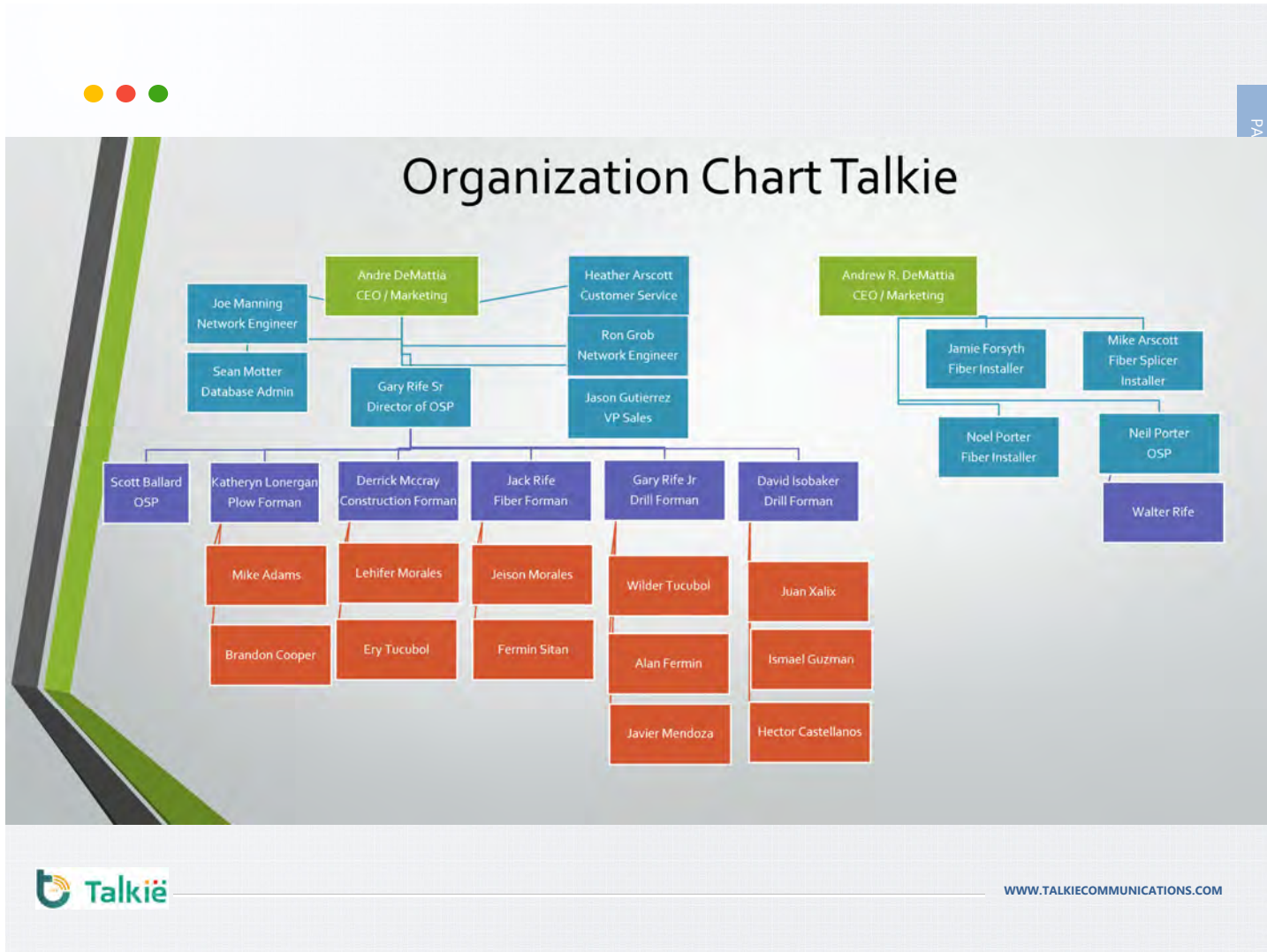


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OFFICE OF THE
 COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
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SNOW HILL, MARYLAND

21863-1195

February 22, 2021

HAROLD L. HIGGINS, CPA
 CHIEF ADMINISTRATIVE OFFICER

ROSCOE R. LESLIE
 COUNTY ATTORNEY

COMMISSIONERS
 JOSEPH M. MITRECIC, PRESIDENT
 THEODORE J. ELDER, VICE PRESIDENT
 ANTHONY W. BERTINO, JR.
 MADISON J. BUNTING, JR.
 JAMES C. CHURCH
 JOSHUA C. NORDSTROM
 DIANA PURNELL

TO: Worcester County Commissioners
 FROM: Karen Hammer, Administrative Assistant V
 SUBJECT: Upcoming Board Appointments - Terms Beginning January 1, 2021

Attached, please find copies of the Board Summary sheets for all County Boards or Commissions (9), which have current or upcoming vacancies (11 total). I have circled the members whose terms have expired or will expire on each of these boards.

Page 2, List of Pending Board Appointments under each Commissioners name.

President Mitrecic - You have **One (1)** positions open:

- Marie Campione-Lawrence (**Resigned**) - replacement to the Social Services Advisory Board

Vice President Elder – You have **Two (2)** reappointment needed:

- With the passing of Ralph Shockley – Economic Development Advisory Board
- Michael Day to the Tourism Advisory Committee

Commissioner Bertino – You have **six (6)** reappointments needed:

- Jeff Knepper – passed – Ethics Board
- Donna Dillon to the Housing Review Board
- Cathy Gallagher to the Social Services Advisory Board
- Frederick Stiehl to the Water & Sewer Advisory Council, Ocean Pines
- Bob Poremski (**Resigned**) - replacement to the Water & Sewer Advisory Council, Ocean Pines
- Vanessa Alban to the Commission for Women

All Commissioners:

- **At Large position on Local Development Council For the Ocean Downs Casino-4 yr.**
Mark Wittmyer - (Business – Ocean Pines)

Pending Board Appointments - By Commissioner

District 1 - Nordstrom

All District Appointments Received. Thank you!

District 2 - Purnell

All District Appointments Received. Thank you!

District 3 - Church

All District Appointments Received. Thank you!

District 4 - Elder

- p. 3 - Economic Development Advisory Board (Ralph Shockley) 4-year
- p. 10 - Tourism Advisory Committee (Michael Day) - 4-year

District 5 - Bertino

- p. 4 Ethics Board - Passing of Jeff Knepper - 4-year
- p. 5 - Housing Review Board (Donna Dillon) - 3-year
- p. 7 - Social Services Advisory Board (Cathy Gallagher) - 3-year
- p. 11 - Water & Sewer Advisory Council - Ocean Pines (Frederick Stiehl and Bob Poremski) - 4-year
- p. 12 - Commission for Women (Vanessa Alban) - 3-year

District 6 - Bunting

All District Appointments Received. Thank you

District 7 - Mitreic

- p. 7 - Social Services Advisory Board (Marie Campione-Lawrence) - 3-year

All Commissioners

- p. 6 - (1) Local Development Council for Ocean Downs Casino (Mark Wittmyer and- At-Large - business or institution representative in immediate proximity to Ocean Downs) - 4-year
- p. 9 - (1) Solid Waste Advisory Committee (Jamey Latchum - Town of Berlin) 4-year
- p. 11 - (2) Water and Sewer Advisory Council - Ocean Pines (Frederick Stiehl and Bob Poremski) - 4-year

ECONOMIC DEVELOPMENT ADVISORY BOARD ITEM 10

Reference: County Commissioners' Resolutions of March 1976, 4/16/85, 9/16/97, 5/4/99
and 03-6 on 2/18/03

Appointed by: County Commissioners

Function: Advisory
Provide the County with advice and suggestions concerning the economic development needs of the County; review applications for financing; review Comprehensive Development Plan and Zoning Maps to recommend to Planning Commission appropriate areas for industrial development; review/comment on major economic development projects.

Number/Term: 7/4-Year - Terms expire December 31st

Compensation: \$50 per meeting as expense allowance

Meetings: At least quarterly, more frequently as necessary

Special Provisions: One member nominated by each County Commissioner
Members may be reappointed

Staff Contact: Economic Development Department - Melanie Pursel (410-632-3110)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Term(s)</u>
Ralph Shockley	D-4, Elder	Snow Hill	*08-09-13-17, 17-21
Robert Fisher	D-6, Bunting	Snow Hill	87-92-97-01-05-09-13-17, 17-21
Ashley Harrison	D-7, Mitrecic	Ocean City	19-21
Steven Habeger	D-5, Bertino	Ocean Pines	19-23
Natoshia Collick Owens	D-2, Purnell	Ocean Pines	*15-19, 19-23
Joe Schanno	D-3, Church	West Ocean City	*19-20, 20-24
Marc Scher	D-1, Nordstrom	Pocomoke	*19-20, 20-24

Prior Members: Since 1972

George Gering	Mary Humphreys	Michael Avara (99-03)
Margaret Quillin	Theodore Brueckman	Annette Cropper (00-04)
Robert W. Todd	Shirley Pilchard	Billie Laws (91-08)
Charles Fulton	W. Leonard Brown	Anne Taylor (95-08)
E. Thomas Northam	Charles Nichols (92-97)	Mary Mackin (04-08)
Charles Bailey	Jeff Robbins (97-98)	Thomas W. Davis, Sr. (99-09)
Terry Blades	Colleen Smith (94-98)	Mickey Ashby (00-12)
Roy Davenport	Tommy Fitzpatrick (97-99)	Priscilla Pennington-Zytkowicz (09-14)
M. Bruce Matthews	John Rogers (92-98)	Barbara Purnell (08-15)
Barbara Tull	Jennifer Lynch (98-99)	Timothy Collins (03-15)
Tawney Krauss	Don Hastings (92-99)	Joshua Nordstrom (12-16)
Dr. Francis Ruffo	Jerry Redden (92-00)	William Sparrow (16-18)
William Smith	Keith Mason (98-00)	Greg Shockley (14-18)
Saunders Marshall	Bob Pusey (99-00)	Tom Terry (15-19)
Elsie Marshall	Harold Scrimgeour (00-02)	John Glorioso (08-19)
Halcolm Bailey	Scott Savage (98-03)	
Norman Cathell	Gabriel Purnell (91-03)	

* = Appointed to fill an unexpired term

ETHICS BOARD

Reference: Public Local Law, Section CG 5-103

Appointed by: County Commissioners

Function: Advisory
 Maintain all Ethics forms; develop procedures and policies for advisory opinions to persons subject to the Ethics Law and for processing complaints alleging violations of the Ethics Law; conduct a public information program regarding the purpose and application of the Ethics Law; annually certify compliance to the State; and recommend any changes to the Commissioners in order to comply with State Ethics Law.

Number/Term: 7/4 years
 Terms expire December 31st

Compensation: \$50 per meeting

Meetings: As Necessary

Special Provisions:

Staff Contact: Roscoe Leslie, County Attorney (410-632-1194)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Bruce Spangler	D-3, Church	Berlin	*02-05-09-13-17, 17-21
David Deutsch	D-6, Bunting	Ocean Pines	17-21
Faith Mumford	D-2, Purnell	Snow Hill	14-18, 18-22
Mickey Ashby	D-1, Nordstrom	Pocomoke	14-18, 18-22
Frank Knight	D-7, Mitrecic	Ocean City	*14-19, 19-23
Jeff Knepper	D-5, Bertino	Ocean Pines	16-20, 20-24
Joseph Stigler	D-4, Elder	Berlin	16-20, 20-24

Passed

Prior Members: (Since 1972)

- | | |
|-----------------------------|-------------------------------|
| J.D. Quillin, III | Wallace D. Stein (02-08) |
| Charles Nelson | William Kuhn (90-09) |
| Garbriel Purnell | Walter Kissel (05-09) |
| Barbara Derrickson | Marion Chambers (07-11) |
| Henry P. Walters | Jay Knerr (11-14) |
| William Long | Robert I. Givens, Jr. (98-14) |
| L. Richard Phillips (93-98) | Diana Purnell (09-14) |
| Marigold Henry (94-98) | Kevin Douglas (08-16) |
| Louis Granados (94-99) | Lee W. Baker (08-16) |
| Kathy Philips (90-00) | Richard Passwater (09-17) |
| Mary Yenney (98-05) | |
| Bill Ochse (99-07) | |
| Randall Mariner (00-08) | |

* = Appointed to fill an unexpired term

HOUSING REVIEW BOARD

Reference: Public Local Law §BR 3-104

Appointed by: County Commissioners

Function: Regulatory/Advisory
 To decide on appeals of code official's actions regarding the Rental Housing Code. Decide on variances to the Rental Housing Code.
 Review Housing Assistance Programs.

Number/Term 7/3 year terms
 Terms expire December 31st

Compensation: \$50 per meeting (policy)

Meetings: As Needed

Special Provisions: Immediate removal by Commissioners for failure to attend meetings.

Staff Support: Development Review & Permitting Department
 Jo Ellen Bynum, Housing Program Administrator - 410-632-1200, x 1171

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Terms(s)</u>
Donna Dillon	D-5, Bertino	Ocean Pines	08-11-14-17, 17-20
Jake Mitrecic	D-7, Mitrecic	Ocean City	15-18, 18-21
C. D. Hall	D-1, Nordstrom	Pocomoke	10-13-16-19, 19-22
Debbie Hileman	D-6, Bunting	Ocean Pines	10-13-16-19, 19-22
Chase Church	D-3, Church	Ocean Pines	*19-20, 20-23
Scott Tingle	D-4, Elder	Snow Hill	14-17-20, 20-23
Dauida Washington	D-2, Purnell	Ocean Pines	*21-24

Prior Members:

- | | |
|----------------------------|----------------------------|
| Phyllis Mitchell | Albert Bogdon (02-06) |
| William Lynch | Jamie Rice (03-07) |
| Art Rutter | Howard Martin (08) |
| William Buchanan | Marlene Ott (02-08) |
| Christina Alphonsi | Mark Frostrom, Jr. (01-10) |
| Elsie Purnell | Joseph McDonald (08-10) |
| William Freeman | Sherwood Brooks (03-12) |
| Jack Dill | Otho Mariner (95-13) |
| Elbert Davis | Becky Flater (13-14) |
| J. D. Quillin, III (90-96) | Ruth Waters (12-15) |
| Ted Ward (94-00) | John Glorioso (*06-19) |
| Larry Duffy (90-00) | Sharon Teagle (00- 20) |
| Patricia McMullen (00-02) | |
| William Merrill (90-01) | |
| Debbie Rogers (92-02) | |
| Wardie Jarvis, Jr. (96-03) | |

* = Appointed to fill an unexpired term

**LOCAL DEVELOPMENT COUNCIL
FOR THE OCEAN DOWNS CASINO**

ITEM 10

Reference: Subsection 9-1A-31(c) - State Government Article, Annotated Code of Maryland

Appointed by: County Commissioners

Function: Advisory
Review and comment on the multi-year plan for the expenditure of the local impact grant funds from video lottery facility proceeds for specified public services and improvements; Advise the County on the impact of the video lottery facility on the communities and the needs and priorities of the communities in the immediate proximity to the facility.

Number/Term: 15/4-year terms; Terms Expire December 31

Compensation: None

Meetings: At least semi-annually

Special Provisions: Membership to include State Delegation (or their designee); one representative of the Ocean Downs Video Lottery Facility, seven residents of communities in immediate proximity to Ocean Downs, and four business or institution representatives located in immediate proximity to Ocean Downs.

Staff Contacts: Kim Moses, Public Information Officer, 410-632-1194
Roscoe Leslie, County Attorney, 410-632-1194

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Represents/Resides</u>	<u>Years of Term(s)</u>
Mark Wittmyer	At-Large	Business - Ocean Pines	15-19
Gee Williams °	Dist. 3 - Church	Resident - Berlin	09-13-17, 17-21
Bob Gilmore	Dist. 5 - Bertino	Resident - Ocean Pines	*19-21
David Massey °	At-Large	Business - Ocean Pines	09-13-17, 17-21
Bobbi Sample	Ocean Downs Casino	Ocean Downs Casino	17-indefinite
Cam Bunting °	At-Large	Business - Berlin	*09-10-14-18, 18-22
Matt Gordon	Dist. 1 - Nordstrom	Resident - Pocomoke	19-22
Mary Beth Carozza		Maryland Senator	14-18, 18-22
Wayne A. Hartman		Maryland Delegate	18-22
Charles Otto		Maryland Delegate	14-18, 18-22
Roxane Rounds	Dist. 2 - Purnell	Resident - Berlin	*14-15-19, 19-23
Michael Donnelly	Dist. 7 - Mitrecic	Resident - Ocean City	*16-19, 19-23
Steve Ashcraft	Dist. 6 - Bunting	Resident - Ocean Pines	*19-20, 20-24
Gary Weber	Dist. 4 - Elder	Resident - Snow Hill	*19-20, 20-24
Mayor Rick Meehan °	At-Large	Business - Ocean City	*09-12-16-20-24

Prior Members:

J. Lowell Stoltzfus ° (09-10)
Mark Wittmyer ° (09-11)
John Salm ° (09-12)
Mike Pruitt ° (09-12)
Norman H. Conway ° (09-14)
Michael McDermott (10-14)
Diana Purnell ° (09-14)
Linda Dearing (11-15)

Since 2009

Todd Ferrante ° (09-16)
Joe Cavilla (12-17)
James N. Mathias, Jr. ° (09-18)
Ron Taylor ° (09-14)
James Rosenberg (09-19)
Rod Murray ° (*09-19)

Charlie Dorman (12-19)

* = Appointed to fill an unexpired term/initial terms staggered
° = Charter Member

SOCIAL SERVICES ADVISORY BOARD

Reference: Human Services Article - Annotated Code of Maryland - Section 3-501

Appointed by: County Commissioners

Functions: Advisory
 Review activities of the local Social Services Department and make recommendations to the State Department of Human Resources.
 Act as liaison between Social Services Dept. and County Commissioners.
 Advocate social services programs on local, state and federal level.

Number/Term: 9 to 13 members/3 years
 Terms expire June 30th

Compensation: None - (Reasonable Expenses for attending meetings/official duties)

Meetings: 1 per month (Except June, July, August)

Special Provisions: Members to be persons with high degree of interest, capacity & objectivity, who in aggregate give a countywide representative character.
 Maximum 2 consecutive terms, minimum 1-year between reappointment
 Members must attend at least 50% of meetings
 One member (ex officio) must be a County Commissioner
 Except County Commissioner, members may not hold public office.

Staff Contact: Roberta Baldwin, Director of Social Services - (410-677-6806)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Cathy Gallagher	D-5, Bertino	Ocean Pines	*13-14-17, 17-20
Faith Coleman	D-4, Elder	Snow Hill	15-18, 18-21
Harry Hammond	D-6, Bunting	Bishopville	15-18, 18-21
Diana Purnell	ex officio - Commissioner		14-18, 18-22
Sharon Dryden	D-1, Nordstrom	Pocomoke City	*20-21
Voncelia Brown	D-3, Church	Berlin	16-19, 19-22
Mary White	At-Large	Berlin	*17-19, 19-22
Maria Campione-Lawren	D-7, Mitreic	Ocean City	16-19, 19-22
Nancy Howard	D-2, Purnell	Ocean City	09-16-17-20, 20-23

resigned

* = Appointed to fill an unexpired term

SOCIAL SERVICES BOARD
(Continued)

Prior Members: (Since 1972)

James Dryden	Jeanne Lynch (00-02)
Sheldon Chandler	Michael Reilly (00-03)
Richard Bunting	Oliver Waters, Sr. (97-03)
Anthony Purnell	Charles Hinz (02-04)
Richard Martin	Prentiss Miles (94-06)
Edward Hill	Lakeshia Townsend (03-06)
John Davis	Betty May (02-06)
Thomas Shockley	Robert "BJ" Corbin (01-06)
Michael Delano	William Decoligny (03-06)
Rev. James Seymour	Grace Smearman (99-07)
Pauline Robertson	Ann Almand (04-07)
Josephine Anderson	Norma Polk-Miles (06-08)
Wendell White	Anthony Bowen (96-08)
Steven Cress	Jeanette Tressler (06-09)
Odetta C. Perdue	Rev. Ronnie White (08-10)
Raymond Redden	Belle Redden (09-11)
Hinson Finney	E. Nadine Miller (07-11)
Ira Hancock	Mary Yenney (06-13)
Robert Ward	Dr. Nancy Dorman (07-13)
Elsie Bowen	Susan Canfora (11-13)
Faye Thornes	Judy Boggs (02-14)
Frederick Fletcher	Jeff Kelchner (06-15)
Rev. Thomas Wall	Laura McDermott (11-15)
Richard Bundick	Emma Klein (08-15)
Carmen Shrouck	Wes McCabe (13-16)
Maude Love	Nancy Howard (09-16)
Reginald T. Hancock	Judy Stinebiser (13-16)
Elsie Briddell	Arlette Bright (11-17)
Juanita Merrill	Tracey Cottman (15-17)
Raymond R. Jarvis, III	Ronnie White (18-19)
Edward O. Thomas	Wayne Ayer *(19-20)
Theo Hauck	
Marie Doughty	
James Taylor	
K. Bennett Bozman	
Wilson Duncan	
Connie Quillin	
Lela Hopson	
Dorothy Holzworth	
Doris Jarvis	
Eugene Birckett	
Eric Rauch	
Oliver Waters, Sr.	
Floyd F. Bassett, Jr.	
Warner Wilson	
Mance McCall	
Louise Matthews	
Geraldine Thweat (92-98)	
Darryl Hagy (95-98)	
Richard Bunting (96-99)	
John E. Bloxom (98-00)	
Katie Briddell (87-90, 93-00)	
Thomas J. Wall, Sr. (95-01)	
Mike Pennington (98-01)	
Desire Becketts (98-01)	
Naomi Washington (01-02)	
Lehman Tomlin, Jr. (01-02)	

* = Appointed to fill an unexpired term

Updated: November 17, 2020
Printed: February 22, 2021

Reference: County Commissioners' Resolution 5/17/94 and 03-6 on 2/18/03

Appointed by: County Commissioners

Function: Advisory
Review and comment on Solid Waste Management Plan, Recycling Plan, plans for solid waste disposal sites/facilities, plans for closeout of landfills, and to make recommendations on tipping fees.

Number/Term: 11/4-year terms; Terms expire December 31st.

Compensation: \$50 per meeting expense allowance, subject to annual appropriation

Meetings: At least quarterly

Special Provisions: One member nominated by each County Commissioner; and one member appointed by County Commissioners upon nomination from each of the four incorporated towns.

Staff Support: Solid Waste - Solid Waste Superintendent - Mike Mitchell - (410-632-3177)
Solid Waste - Recycling Coordinator - Mike McClung - (410-632-3177)
Department of Public Works - John Tustin - (410-632-5623)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Vaughn White	D-2, Purnell	Berlin	*19-21
Jamey Latchum	Town of Berlin		*17, 17-21
Hal Adkins	Town of Ocean City		*20-21
Bob Gilmore	D-5, Bertino	Ocean Pines	*21-22
George Linvill	D-1, Nordstrom	Pocomoke	14-18, 18-22
George Dix	D-4, Elder	Snow Hill	*10-10-14-18, 18-22
Mike Poole	D-6, Bunting	Bishopville	11-15-19, 19-23
Granville Jones	D-7, Mitrecic	Berlin	*15-16-20, 20-24
Michelle Beckett-El Soloh	Town of Pocomoke City		*19-20, 20-24
Gary Weber	Town of Snow Hill		20-24
Don Furbay	D-3, Church	Berlin	20-24

Waiting for Town of Berlin

Prior Members: (Since 1994)

Ron Cascio (94-96)
 Roger Vacovsky, Jr. (94-96)
 Lila Hackim (95-97)
 Raymond Jackson (94-97)
 William Turner (94-97)
 Vernon "Corey" Davis, Jr. (96-98)
 Robert Mangum (94-98)
 Richard Rau (94-96)
 Jim Doughty (96-99)
 Jack Peacock (94-00)
 Hale Harrison (94-00)
 Richard Malone (94-01)
 William McDermott (98-03)

Fred Joyner (99-03)
 Hugh McFadden (98-05)
 Dale Pruitt (97-05)
 Frederick Stiehl (05-06)
 Eric Mullins (03-07)
 Mayor Tom Cardinale (05-08)
 William Breedlove (02-09)
 Lester D. Shockley (03-10)
 Woody Shockley (01-10)
 John C. Dorman (07-10)
 Robert Hawkins (94-11)
 Victor Beard (97-11)
 Mike Gibbons (09-14)

Hank Westfall (00-14)
 Marion Butler, Sr. (00-14)
 Robert Clarke (11-15)
 Bob Donnelly (11-15)
 Howard Sribnick (10-16)
 Dave Wheaton (14-16)
 Wendell Purnell (97-18)
 George Tasker (*15-20)
 Rodney Bailey *19
 Steve Brown *10-19
 Bob Augustine 16-19
 Michael Pruitt *15-19
 James Rosenburg (*06-19)

* = Appointed to fill an unexpired term

Reference: County Commissioners' Resolution of May 4, 1999 and 03-6 of 2/18/03

Appointed by: County Commissioners

Function: Advisory
 Advise the County Commissioners on tourism development needs and recommend programs, policies and activities to meet needs, review tourism promotional materials, judge tourism related contests, review applications for State grant funds, review tourism development projects and proposals, establish annual tourism goals and objectives, prepare annual report of tourism projects and activities and evaluate achievement of tourism goals and objectives.

Number/Term: 7/4-Year term - Terms expire December 31st

Compensation: \$50 per meeting expense allowance

Meetings: At least bi-monthly (6 times per year), more frequently as necessary

Special Provisions: One member nominated by each County Commissioner

Staff Contact: Tourism Department – Melanie Pursel, Director of Tourism 410-632-3110

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)²</u>
Michael Day	D-4, Elder	Snow Hill	*19
Josh Davis	D-5, Bertino	Berlin	*19-21
Lauren Taylor	D-7, Mitrecic	Ocean City	13-17, 17-21
Gregory Purnell	D-2, Purnell	Berlin	14-18, 18-22
Barbara Tull	D-1, Nordstrom	Pocomoke	03-11-15-19, 19-23
Ruth Waters	D-6, Bunting	Bishopville	19-23
Elena Ake	D-3, Church	West Ocean City	*16-20, 20-24

Prior Members: Since 1972

- | | | |
|-----------------------------------|-----------------------------|-------------------------|
| Isaac Patterson ¹ | Barry Laws (99-03) | Molly Hilligoss (15-18) |
| Lenora Robbins ¹ | Klein Leister (99-03) | Denise Sawyer (*18-19) |
| Kathy Fisher ¹ | Bill Simmons (99-04) | Isabel Morris (11-19) |
| Leroy A. Brittingham ¹ | Bob Hulburd (99-05) | |
| George "Buzz" Gering ¹ | Frederick Wise (99-05) | |
| Nancy Pridgeon ¹ | Wayne Benson (05-06) | |
| Marty Batchelor ¹ | Jonathan Cook (06-07) | |
| John Verrill ¹ | John Glorioso (04-08) | |
| Thomas Hood ¹ | David Blazer (05-09) | |
| Ruth Reynolds (90-95) | Ron Pilling (07-11) | |
| William H. Buchanan (90-95) | Gary Weber (99-03, 03-11) | |
| Jan Quick (90-95) | Annemarie Dickerson (99-13) | |
| John Verrill (90-95) | Diana Purnell (99-14) | |
| Larry Knudsen (95) | Kathy Fisher (11-15) | |
| Carol Johnsen (99-03) | Linda Glorioso (08-16) | |
| Jim Nooney (99-03) | Teresa Travatello (09-18) | |

* = Appointed to fill an unexpired term
 1 = Served on informal ad hoc committee prior to 1990, Committee abolished between 1995-1999
 2 = All members terms reduced by 1-year in 2003 to convert to 4-year terms

**WATER AND SEWER ADVISORY COUNCIL
OCEAN PINES SERVICE AREA**

Reference: County Commissioners' Resolution of November 19, 1993

Appointed by: County Commissioners

Function: Advisory
Advise Commissioners on water and sewer needs of the Service Area; review amendments to Water and Sewer Plan; make recommendations on policies and procedures; review and recommend charges and fees; review annual budget for the service area.

Number/Term: 5/4-year terms
Terms Expire December 31

Compensation: Expense allowance for meeting attendance as authorized in the budget.

Meetings: Monthly

Special Provisions: Must be residents of Ocean Pines Service Area

Staff Support: Department of Public Works - Water and Wastewater Division
John Ross - (410-641-5251)

Current Members:

<u>Name</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Frederick Stiehl	Ocean Pines	*06-08-12-16, 16-20
Gregory R. Sauter, P.E.	Ocean Pines	17-21
John F. (Jack) Collins, Jr.	Ocean Pines	*18-21
James Spicknall	Ocean Pines	07-10-14-18, 18-22
Bob Poremski	Ocean Pines	*17-19, 19-23

Resigned

Prior Members: (Since 1993)

- Andrew Bosco (93-95)
- Richard Brady (96-96, 03-04)
- Michael Robbins (93-99)
- Alfred Lotz (93-03)
- Ernest Armstrong (93-04)
- Jack Reed (93-06)
- Fred Henderson (04-06)
- E. A. "Bud" Rogner (96-07)
- David Walter (06-07)
- Darwin "Dart" Way, Jr. (99-08)
- Aris Spengos (04-14)
- Gail Blazer (07-17)
- Mike Hegarty (08-17)
- Michael Reilly (14-18)

* = Appointed to fill an unexpired term

COMMISSION FOR WOMEN

Reference: Public Local Law CG 6-101

Appointed by: County Commissioners

Function: Advisory

Number/Term: 11/3-year terms; Terms Expire December 31

Compensation: None

Meetings: At least monthly (3rd Tuesday at 5:30 PM - alternating between Berlin and Snow Hill)

Special Provisions: 7 district members, one from each Commissioner District
 4 At-large members, nominations from women's organizations & citizens
 4 Ex-Officio members, one each from the following departments: Social Services, Health & Mental Hygiene, Board of Education, Public Safety
 No member shall serve more than six consecutive years

Contact: Liz Mumford and Tamara White, Co-Chair
 Worcester County Commission for Women - P.O. Box 1712, Berlin, MD 21811

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Vanessa Alban	D-5, Bertino	Ocean Pines	17-20
Darlene Bowen	D-2, Purnell	Pocomoke	*19-21
Elizabeth Rodier	D-3, Church	Bishopville	18-21
Kimberly List	D-7, Mitrecic	Ocean City	18- 21
Gwendolyn Lehman	At-Large	OP, Berlin	*19-21
Mary E. (Liz) Mumford	At-Large	W. Ocean City	*16, 16-19, 19-22
Coleen Colson	Dept of Social Services		19-22
Hope Carmean	D-4, Elder	Snow Hill	*15-16-19, 19-22
Windy Phillips	Board of Education		19-22
Tamara White	D-1, Nordstrom	Pocomoke City	17-20, 20-23
Kris Heiser	Public Safety – State Attorney Office		21-24
Susan Childs	D-6, Bunting	Berlin	21-24
Terri Shockley	At-Large	Snow Hill	17-20, 20-23
Laura Morrison	At-Large	Pocomoke	*19-20, 20-23
Kelly O'Keane	Health Department		17-20, 20-23

Prior Members: Since 1995

- | | | |
|-------------------------------------------|-------------------------------------|------------------------------|
| Ellen Pilchard ^c (95-97) | Carole P. Voss (98-00) | Gloria Bassich (98-03) |
| Helen Henson ^c (95-97) | Martha Bennett (97-00) | Carolyn Porter (01-04) |
| Barbara Beaubien ^c (95-97) | Patricia Ilczuk-Lavanceau (98-99) | Martha Pusey (97-03) |
| Sandy Wilkinson ^c (95-97) | Lil Wilkinson (00-01) | Teole Brittingham (97-04) |
| Helen Fisher ^c (95-98) | Diana Purnell ^c (95-01) | Catherine W. Stevens (02-04) |
| Bernard Bond ^c (95-98) | Colleen McGuire (99-01) | Hattie Beckwith (00-04) |
| Jo Campbell ^c (95-98) | Wendy Boggs McGill (00-02) | Mary Ann Bennett (98-04) |
| Karen Holck ^c (95-98) | Lynne Boyd (98-01) | Rita Vaeth (03-04) |
| Judy Boggs ^c (95-98) | Barbara Trader ^c (95-02) | Sharyn O'Hare (97-04) |
| Mary Elizabeth Fears ^c (95-98) | Heather Cook (01-02) | Patricia Layman (04-05) |
| Pamela McCabe ^c (95-98) | Vyoletus Ayres (98-03) | Mary M. Walker (03-05) |
| Teresa Hammerbacher ^c (95-98) | Terri Taylor (01-03) | Norma Polk Miles (03-05) |
| Bonnie Platter (98-00) | Christine Selzer (03) | Roseann Bridgman (03-06) |
| Marie Velong ^c (95-99) | Linda C. Busick (00-03) | Sharon Landis (03-06) |

* = Appointed to fill an unexpired term
 c = Charter member

Prior Members: Since 1995 (continued)

Dr. Mary Dale Craig (02-06) Michelle Bankert *(14-18)
 Dee Shorts (04-07) Nancy Fortney (12-18)
 Ellen Payne (01-07) Cristi Graham (17-18)
 Mary Beth Quillen (05-08) Alice Jean Ennis (14-17)
 Marge SeBour (06-08) Lauren Mathias Williams *(16-18)
 Meg Gerety (04-07) Teola Brittingham *(16-18)
 Linda Dearing (02-08) Jeannine Jerscheid *(18-19)
 Angela Hayes (08) Shannon Chapman *(17-19)
 Susan Schwarten (04-08) Julie Phillips (13-19)
 Marilyn James (06-08) Bess Cropper (15-19)
 Merilee Horvat (06-09) Kelly Riwniak *(19-20)
 Jody Falter (06-09)
 Kathy Muncy (08-09)
 Germaine Smith Garner (03-09)
 Nancy Howard (09-10)
 Barbara Witherow (07-10)
 Doris Moxley (04-10)
 Evelyne Tyndall (07-10)
 Sharone Grant (03-10)
 Lorraine Fasciocco (07-10)
 Kay Cardinale (08-10)
 Rita Lawson (05-11)
 Cindi McQuay (10-11)
 Linda Skidmore (05-11)
 Kutresa Lankford-Purnell (10-11)
 Monna Van Ess (08-11)
 Barbara Passwater (09-12)
 Cassandra Rox (11-12)
 Diane McGraw (08-12)
 Dawn Jones (09-12)
 Cheryl K. Jacobs (11)
 Doris Moxley (10-13)
 Kutresa Lankford-Purnell (10-12)
 Terry Edwards (10-13)
 Dr. Donna Main (10-13)
 Beverly Thomas (10-13)
 Caroline Bloxom (14)
 Tracy Tilghman (11-14)
 Joan Gentile (12-14)
 Carolyn Dorman (13-16)
 Arlene Page (12-15)
 Shirley Dale (12-16)
 Dawn Cordrey Hodge (13-16)
 Carol Rose (14-16)
 Mary Beth Quillen (13-16)
 Debbie Farlow (13-17)
 Corporal Lisa Maurer (13-17)
 Laura McDermott (11-16)
 Charlotte Cathell (09-17)
 Eloise Henry-Gordy (08-17)

* = Appointed to fill an unexpired term

c = Charter member



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863

TEL: 410-632-1200 / FAX: 410-632-3008
<http://www.co.worcester.md.us/departments/drp>

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICE DIVISION

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

MEMORANDUM

TO: Harold L. Higgins, Chief Administrative Officer
FROM: Edward A. Tudor, Director *EAT*
DATE: February 22, 2021
RE: County Commissioners' Findings of Fact and Resolution - Rezoning Case
No. 431 (COF Investment Group, LLC)

Attached please find the County Commissioners' Findings of Fact and Resolution drafted by Jennifer Keener, Deputy Director, relative to the above referenced rezoning case. As you are aware, the public hearing was held by the County Commissioners on February 16, 2021. Once the County Commissioners adopt and execute these Findings of Fact and Resolution, please forward signed copies to me so that we may notify the appropriate parties.

If you have any questions or need any further information, please do not hesitate to contact me.

jkk

Attachment

ZONING RECLASSIFICATION RESOLUTION NO. 21-1

A RESOLUTION OF THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, PURSUANT TO § ZS 1-113 OF THE ZONING AND SUBDIVISION CONTROL ARTICLE OF THE CODE OF PUBLIC LOCAL LAWS OF WORCESTER COUNTY, MARYLAND, CHANGING THE ZONING CLASSIFICATION OF A CERTAIN PARCEL OF LAND SHOWN ON TAX MAP 26 AS PARCEL 158 FROM R-2 SUBURBAN RESIDENTIAL DISTRICT AND RP RESOURCE PROTECTION DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT.

WHEREAS, pursuant to § ZS 1-113 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland, COF Investment Group, LLC, applicant, and Hugh Cropper, IV, applicant’s attorney, filed a petition for the rezoning of approximately 1.2 acres of land shown on Tax Map 26 as Parcel 158, located on the northerly side of US Route 50 (Ocean Gateway), east of MD Route 707 (Old Bridge Road), requesting a change in zoning classification thereof from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District; and

WHEREAS, the Worcester County Planning Commission gave the petition a favorable recommendation during its review on December 3, 2020; and

WHEREAS, subsequent to a public hearing held on February 16, 2021, following due notice and all procedures as required by Sections ZS 1-113 and 1-114 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland, the County Commissioners found that there is a mistake in the existing zoning of the petitioned area and the findings of fact relative to the criteria as required by law are incorporated by reference;

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County that the land petitioned by COF Investment Group, LLC, applicant, and Hugh Cropper, IV, applicant’s attorney, and shown on Tax Map 26 as Parcel 158 is hereby reclassified from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District.

BE IT FURTHER RESOLVED that the effective date of this Resolution shall be nunc pro tunc, February 16, 2021.

EXECUTED this _____ day of _____, 2021.

ATTEST:

COUNTY COMMISSIONERS OF
WORCESTER COUNTY

<p>IN THE MATTER OF</p> <p>THE REZONING APPLICATION OF</p> <p>COF INVESTMENT GROUP, LLC</p>	<p>*</p> <p>*</p> <p>*</p> <p>*</p> <p>*</p> <p>*</p>	<p>REZONING CASE NO. 431</p>
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FINDINGS OF FACT

Subsequent to a public hearing held on February 16, 2021 and after a review of the entire record, all pertinent plans and all testimony, the Worcester County Commissioners hereby adopt the findings of the Worcester County Planning Commission and also make the following additional findings of fact as the County Commissioners' complete findings of fact pursuant to the provisions of Section ZS 1-113 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland.

Regarding the specifics of Rezoning Case No. 431: This case seeks to rezone approximately 1.2 acres of land ("petitioned area") consisting of three separate segments on the overall parcel which totals 5.46 acres. The petitioned area is located on the northerly side of US Route 50 (Ocean Gateway), east of MD Route 707 (Old Bridge Road), in West Ocean City. The request is to reclassify the petitioned area from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District. The petitioned area is shown as Parcel 158 on Tax Map 26. The petitioned area is currently vacant and forested with tidal and non-tidal wetlands.

Applicant's testimony before the County Commissioners: Mr. Hugh Cropper, IV, attorney for the applicant, began his presentation by stating that he concurred in full with the Planning Commission's Findings of Fact. He stated that the subject property is almost entirely within the Commercial Center Land Use Category of the Comprehensive Plan and is impacted by a tributary of Herring Creek. The overall parcel has three different zoning designations; his client is seeking to eliminate all of the R-2 Suburban Residential District from the property (consisting of 1.0 acre of land), and modify the RP Resource Protection District boundary line based upon a formal delineation of the tidal wetlands (consisting of 0.2 acres). The petitioned area would be rezoned to C-2 General Commercial District, consistent with the majority of the remainder of the subject property.

Mr. McCabe testified that the delineation of the tidal and non-tidal wetlands has been approved by the Maryland Department of the Environment (MDE). He explained that

the Resource Protection boundary line was intended to follow the tidal wetlands line, and that all existing tidal wetlands will retain the RP District designation. He concurred with Mr. Cropper's assessment that this rezoning request was more of a refinement than a mistake, as it will reflect actual ground conditions. Mr. McCabe stated that there will be no environmental harm as a result of the rezoning, and that the C-2 General Commercial District designation was more desirable in terms of the Comprehensive Plan.

Mr. Robert Hand, landscape architect, stated that he was hired to prepare a site plan for this property. Due to the bisection of the property by the RP District, it was difficult to design a single project with a single commercial entrance. Mr. Hand concurred with Mr. McCabe's assessment that this was a mistake, or a refinement, of the zoning based upon the wetland delineation. If the rezoning was granted, he would be able to prepare a unified, holistic development plan.

Mr. Cropper concluded that the existing zoning was a mistake, and concurred with the Planning Commission's findings in support of the proposed map amendment.

The County Commissioners' findings regarding the definition of the neighborhood: The County Commissioners find that because Mr. Cropper was basing his argument for rezoning solely upon a claim of mistake in existing zoning, a definition of the neighborhood was not applicable.

The County Commissioners' findings regarding population change in the area: As did the Planning Commission, the County Commissioners conclude that there has been no change to the population of the neighborhood since the comprehensive rezoning of 2009.

The County Commissioners' findings regarding availability of public facilities: As indicated in the Planning Commission's findings of fact, the County Commissioners find that there would be no impact upon public facilities as it pertains to wastewater disposal and the provision of potable water, since this property would be served with public sewer and a private well if developed. Mr. Mitchell's memo stated that the subject property has a designation of a Sewer Service Category of S-1 (Immediate to 2 years) in the Master Water and Sewerage Plan. He states that there is no public water available to the property, and a private well will be needed for water supply. Therefore, adequate public facilities are available for the petitioned property. Additionally, fire and ambulance service will be available from the Ocean City Fire Company, approximately five minutes away from the substation on Keyser Point Road. No comments were received from the fire company with regard to this review. Police protection will be available from the Maryland State Police Barracks in Berlin, approximately ten minutes away, and the Worcester County Sheriff's Department in Snow Hill, approximately thirty minutes away. No comments were received

from either the Maryland State Police or the Worcester County Sheriff's Department. The petitioned area is served by the following schools: Ocean City Elementary School, Berlin Intermediate School, Stephen Decatur Middle School, and Stephen Decatur High School. As a commercial use, there will be no impact on the school system. In consideration of their review, the County Commissioners find that there will be no negative impacts to public facilities and services resulting from the proposed rezoning of the petitioned area from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District.

The County Commissioners' findings regarding present and future transportation patterns: Based upon the Planning Commission's findings of fact and recommendation, the County Commissioners find that the petitioned area fronts on Ocean Gateway, a State-owned and -maintained highway. The Comprehensive Plan lists US Route 50 as a multi-lane divided primary highway/ arterial highway. James W. Meredith, District Engineer for the Maryland Department of Transportation State Highway Administration (MDOT SHA) District 1 commented by letter that he had no objection to the rezoning request, however he will require a concept traffic study to determine potential impacts to the surrounding State roadway network, with the potential for a traffic study and permitting, as necessary. Frank J. Adkins, Worcester County Roads Superintendent, responded by memo that he had no comments at this time. The Planning Commission agreed with Mr. Cropper's assessment that a single commercial entrance would be more desirable than two commercial entrances. Based upon its review, the County Commissioners find that there will be no negative impact to the transportation patterns arising from the proposed rezoning of the petitioned area.

The County Commissioners' findings regarding compatibility with existing and proposed development and existing environmental conditions in the area, including having no adverse impact to waters included on the State's impaired waters list or having an established total maximum daily load requirement: Based upon the Planning Commission's findings and the testimony of the applicant's representative, the County Commissioners find that the predominant zoning of the subject parcel is C-2 General Commercial District, which could be developed with a commercial use regardless of the requested map amendment. The subject property is located between two commercial condominium developments to the east and west, and the location of the R-2 Suburban Residential District petitioned area to the rear of the property is impractical for a residential use. They agreed with Mr. Cropper's assessment that the modification of the RP Resource Protection District boundary line was a map "refinement" rather than a mistake based upon actual ground conditions, and acknowledged that the appropriate wetlands and Critical Area buffers would still be applied to protect the tributary of Herring Creek. Based upon

their review, the County Commissioners find that the proposed rezoning of the petitioned areas from R-2 Suburban Residential District (1.0 acre) and RP Resource Protection District (0.2 acres) to C-2 General Commercial District is compatible with existing and proposed development and existing environmental conditions in the area.

The County Commissioners' findings regarding compatibility with the County's Comprehensive Plan: Based upon the Planning Commission's findings and the testimony of the applicant's representatives, the County Commissioners find that according to the Comprehensive Plan and associated land use map, the petitioned area lies predominantly within the Commercial Center Land Use Category, and the majority of the subject property is commercially zoned. Split zoning is strongly discouraged, so the elimination of the R-2 Suburban Residential District would be more compatible with the goals of the Comprehensive Plan. In addition, the refinement of the RP Resource Protection District boundary line based upon actual ground conditions is consistent with the intent of the Comprehensive Plan and the purpose and intent of the RP zoning district. Based upon its review, the County Commissioners find that the proposed rezoning of the petitioned area from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District is compatible with the Comprehensive Plan and in keeping with its goals and objectives.

The County Commissioners' findings regarding the recommendation of the Planning Commission: The County Commissioners find that the Planning Commission gave a favorable recommendation to the rezoning of the petitioned area from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District, on the basis of a mistake in the existing zoning of the petitioned area. Having made the above findings of fact, the County Commissioners concur with the recommendation of the Planning Commission and adopt its findings.

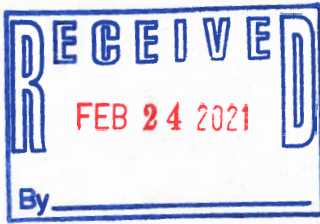
Decision of the County Commissioners: As a result of the testimony and evidence presented before the County Commissioners and the findings as set forth above, the County Commissioners find that there is a mistake in the existing zoning of the petitioned area. As detailed in the Planning Commission's findings and the testimony of the applicant's representatives, the County Commissioners find that split zoning of a property is strongly discouraged. In addition, the development of the R-2 Suburban Residential District with a residential structure would require access through the commercial zoning and future development, which is not desirable. With respect to the Resource Protection District boundary line, the Planning Commission found that the use of GIS technology during the 2009 Comprehensive Rezoning mapped the wetlands as accurately as possible, but that the actual ground conditions and formal delineation show that the tidal wetlands

are located further north than mapped. In addition, the bisection of the commercial zoning would result in two separate development areas on the subject parcel, each requiring their own commercial entrance, rather than a cohesive project with a single commercial entrance. Based upon their review, the County Commissioners conclude that a change in zoning would be more desirable in terms of the objectives of the Comprehensive Plan and hereby approve Rezoning Case No. 431 and thus rezone the petitioned area shown on Tax Map 26 as Parcel 158, from R-2 Suburban Residential District and RP Resource Protection District to C-2 General Commercial District.

Adopted as of February 16, 2021. Reduced to writing and signed _____,
2021.

ATTEST:

COUNTY COMMISSIONERS OF
WORCESTER COUNTY



EMERGENCY SERVICES

Worcester County

GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1002


SNOW HILL, MARYLAND 21863-1193

TEL: 410-632-1311

FAX: 410-632-4686

BILLY BIRCH
DIRECTOR

To: Harold Higgins, Chief Administrative Officer

From: Billy Birch, Director of Emergency Services (DES) 

Re: **Proposed 911 phone line fee increase**

Date: 22 February 2021

The Department of Emergency Services (DES) is seeking authorization to proceed with a proposed 911 phone line fee increase which must be completed with notification to the 911 Board before April 1, 2021. The following information was released by the 911 Board.

"County notice to ENSB Office of any increase for County 9-1-1 Fee (may raise from \$0.75 up to \$1.50). Any fee increase would be effective July 1, 2021, and ample time is needed to notify each of the 200 plus telecommunications providers with customers in Maryland of any increase to ensure it is in effect on July 1st. For those counties that are increasing their fee for FY 2021, you only need to demonstrate a revenue shortfall for FY 2020, and the projected revenues should not exceed your projected expenses. The Maryland Public Safety Article requires that in any year a county raises its County 9-1-1 Fee, the county may not supplant funding. Any increase is done in the same manner that other fees and surcharges are set/raised."

The 911 fee is currently set at \$0.75 fee per phone line, Worcester County is eligible to increase the current 911 phone line fee to \$1.50 currently this fee does not cover expenses. Based off of our 2020 audit a shortfall exists on the county's operation cost. Our 2020 audit shows total operating expense for the PSAP/911 to be **\$3,805,732**. In FY2020, the County was only reimbursed \$618,996 from the 911 Board for these costs, leaving a total of \$3,186,736 of unreimbursed costs.

In closing, if Worcester County were to raise to the \$1.50 per line fee our reimbursement total would climb to an estimated \$1,237,060.50. Which would leave a shortfall of \$2,568,671.50.

I am available to answer any questions at your convenience.

Attachments (1)

WORCESTER COUNTY, MARYLAND

MARYLAND 9-1-1 EMERGENCY NUMBER SYSTEMS PROGRAM
SCHEDULE OF PROGRAM FUNDS AND PROGRAM COSTS

Year Ended June 30, 2020

REVENUES:

County fee total	\$ 615,620
Interest received	3,376
<hr/>	
Total revenues	\$ 618,996

OPERATING EXPENSES:

Personnel costs	\$ 2,520,269
Training	21,547
Supplies and materials	96,170
Travel	8,621
Telephone	47,837
Equipment	428,957
Repairs and maintenance	454,047
Utility costs	57,174
Building expenses (rent, repairs, etc.)	41,937
Miscellaneous (legal, consulting, etc.)	129,173
<hr/>	
Total operating expenses	\$ 3,805,732

EXPENSE SUMMARY:

Total operating expenses	\$ 3,805,732
Total revenues	618,996
<hr/>	
Operating expenses paid from County funds	\$ 3,186,736

The Notes to the Schedule of Program Funds and Program Costs are an integral part of this schedule.



Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MARYLAND 21863

JOHN H. TUSTIN, P.E.
DIRECTOR

JOHN S. ROSS, P.E.
DEPUTY DIRECTOR

TEL: 410-632-5623
FAX: 410-632-1753

TO: Harold L. Higgins, Chief Administrative Officer
FROM: John S. Ross, P.E. Deputy Director
DATE: February 23, 2021
SUBJECT: Newark Spray Irrigation Farming

DIVISIONS

MAINTENANCE
TEL: 410-632-3766
FAX: 410-632-1753

ROADS
TEL: 410-632-2244
FAX: 410-632-0020

SOLID WASTE
TEL: 410-632-3177
FAX: 410-632-3000

**FLEET
MANAGEMENT**
TEL: 410-632-5675
FAX: 410-632-1753

**WATER AND
WASTEWATER**
TEL: 410-641-5251
FAX: 410-641-5185

.....
As directed by the County Commissioners, we have been working with local farmers to accomplish farming operations of the spray irrigation site in Newark. Discussing this with local farmers brought several conclusions, including:

- Any farmer working on this property will need to be local as moving equipment to the site will be difficult;
- The selected farmer will need to work with the Maryland Department of Agriculture and have their own Nutrient Management Plan approved;
- Having experience with effluent spraying would be beneficial; and
- The work will be effectively revenue neutral with no large expense and no windfall revenue

Attached is a proposal from Robert and Rod Ewell offering to manage the site at no cost to the Service Area. They are experienced in managing effluent disposal sites from their past experience in doing so at their Island Resorts campground. They also understand the activities needed to properly manage this site.

We have been unable to get a second proposal even though we have had discussions with other local farmers. We recommend accepting the proposal from the Ewells to manage the Newark Spray Irrigation site.

We are available to discuss this at your convenience and should you have any questions, let us know.

Attachment

cc: John Tustin, P.E.

TO : WORCESTER COUNTY COMMISSIONERS

FROM : ROBERT EWELL

ROD EWELL

WE WOULD LIKE TO THANK YOU FOR THE OPPORTUNITY TO FARM THE WILLARDS SPRAY SITE MONITORING SYSTEM. WE ALSO WOULD LIKE TO RECEIVE COPIES OF SAMPLES THAT ARE TAKEN FROM THE SYSTEM FOR OUR RECORDS SO WE KNOW WHAT ADDITIONAL NUTRIENTS WE WILL NEED TO APPLY TO MAINTAIN THE GRASS CROP FOR HAY HARVEST. WE WILL DO THE NUTRIENT MANAGEMENT PLAN FOR THE SPRAY SITE AND PAY FOR ADDITIONAL LIME AND FERTILIZER. ALSO WE WILL MAINTAIN TEST WELLS AS FAR AS SPRAYING AROUND THEM TO KEEP GRASS AND WEEDS FREE FROM EACH WELL. WE WILL FIX ANYTHING ON SITE THAT WE TEAR UP WHILE WORKING ON SITE. WE WOULD ALSO LIKE THE RIGHT TO POST THE PROPERTY TO KEEP TRESPASSERS OFF OF SITE AND A COPY OF THE KEY TO THE LOCK AT THE GATE . AFTER SPRAY SITE IS COMPLETED BY CONTRACTORS OR COUNTY AND THE ENTRANCE TO THE SITE IS COMPLETED WE WILL MAINTAIN ENTRANCE AND ROAD INTO THE SPRAY SITE. IF FOR SOME REASON THAT THE COUNTY OR SOME OUTSIDE CONTRACTOR NEEDS TO COME INTO SITE AND FIX SOMETHING AND THE ENTRANCE AND ROAD IS TORN UP WE EXPECT THEM TO FIX IT THE WAY IT WAS. WE ALSO WILL NEED AT LEAST ONE WEEK OF NO SPRAYING ON SITE DURING THE HARVEST OF THE HAY CROP. WILL BE IN CONTACT WITH THE SYSTEMS OPERATOR DURING THIS TIME, WOULD LIKE NAME AND NUMBER OF THE PERSON OR PERSONS NEEDED TO CONTACT. IF WE OBTAIN THE PROPERTY FOR HAY WE WILL BE RESEEDING EVERY 2-3 YEARS AS A MAINTANENCE PROGRAM FOR THE SITE. WE WOULD LIKE TO KNOW AS SOON AS POSSIBLE IF WE WILL BE ABLE TO FARM THE SITE SO WE CAN PURCHASE SEED, FERTILIZER, LIME AND CHEMICALS FOR THE UPCOMING SEASON, FOR THINGS TAKE LONGER TO ARRIVE IN THESE TIMES THAT WE ARE IN!

THANK YOU

ROBERT EWELL : 410-251-6591 (CELL)

ROD EWELL: 410-713-2329 (CELL)