

COUNTY COUNCIL OF CECIL COUNTY

WORK SESSION MINUTES

November 18, 2025

OPEN SESSION – Elk Room

4:30 P.M.

NOTE: The recording and transcription of this meeting are available on the County website at www.cecilcountymd.gov

PRESENT: Council Members: Bob Meffley (arriving at 4:45 p.m.), Al Miller, Donna Culberson and Dawn Branch; Council Manager L. Michelle Henson; Council Assistant Christine Palmer; members of the Administration and members of the public.

Call to Order

President Miller called the meeting to order at 4:30 p.m. and announced that there were three Council Members present which constitute a quorum.

Approval of Minutes

On a motion made by Councilwoman Branch, seconded by Councilwoman Culberson, the Council moved to approve the minutes of the Council Work Session of November 4, 2025. The motion passed unanimously.

Presentation

Denise Sopa, Chief Financial Officer, Cecil County Public Schools Budget Amendment #142
Cecil County Public Schools (CCPS) Chief Financial Officer (CFO) presented CCPS Budget Amendment #142

CFO Sopa reviewed restricted and unrestricted revenues which included donations from community groups, Health Department, Federal grants and student activity events. Ms. Sopa stated the Federal grant provided support for Read and Lead programs at the elementary and middle school levels.

CFO Sopa stated Budget Amendment #142 included revenues carried over from Fiscal Year 2025 (FY25) and provided a 3-year view of the CCPS Budget, noting that revenues and expenses are in line with the previous 3 fiscal years.

Councilwoman Culberson queried if curriculum is available online at this point. CFO Sopa stated that CCPS is awaiting State approval to post its curriculum online.

President Miller stated that the Math program is now online.

Review of Legislative Agenda

a. Public Hearing

1) Bill No. 2025-10 – Amendments – Cecil County Code – Chapter 39. Ethics – Additions Required by Maryland Legislation

County Attorney Keith Baynes stated that Bill No. 2025-10 brings the County's Ethics Code into compliance with State of Maryland Ethics regulations. He stated updates include amendments to lobbying laws as well as parameters under which County employees are required to complete financial disclosure statements.

President Miller expressed appreciation to Attorney Baynes regarding the updates.

2) Resolution No. 69-2025 – Adoption – Solid Waste Management Plan 2026-2035

Director of Public Works Scott Flanigan stated that Maryland law requires counties to have 10-year plans regarding solid waste management, adding that Cecil County's plan expires at the end of 2025. He stated the most significant change regarding the 2026-2035 plan is the addition of regulations pertaining to handling of medical waste, pursuant to a facility which will operate in Elkton.

President Miller queried if any medical waste is or will be accepted at the Central Landfill facility. Director Flanigan answered in the negative. He added that the County entered an agreement with the Elkton facility to prohibit disposal of medical waste at the Central Landfill facility.

b. Introduction of Resolutions

1) Resolution No. 75-2025 – Supplemental Appropriation – General Fund – Department of Community Services – Animal Services Division – Purchase of Body Cameras and Patrol Vests

Director of Community Services David Trolio stated Resolution No. 75-2025 provided a budget amendment to fund the acquisition of 5 body-worn cameras and associated equipment, and 4 vests for Animal Services Enforcement staff. Director Trolio added that the purchase of the cameras was pursuant to an initiative from County Executive Streight to mitigate situations that could result in complaints.

Vice President Meffley queried if video captured by the cameras would be downloaded by County Information Services (IT). Director Trolio stated that camera videos will be downloaded at the Animal Service facility, adding that the long-term goal is to outfit Animal Services vehicles with docking stations to download video immediately.

Councilwoman Branch expressed support for acquisition of the cameras.

2) Resolution No. 76-2025 – Stipend – Police Accountability Board (PAB) and Administrative Charging Commission (ACC)

Director of Administration Schneckenburger stated that Resolution No. 76-2025 provides clarification of the stipend amounts to the Police Accountability Board (PAB) and Administrative Charging Commission (ACC) members, noting that there is no increase in the stipend amount. He added that Resolution No. 76-2025 clarifies the stipends are distributed on a fiscal quarter, vs. a calendar quarter.

3) Resolution No. 77-2025 Appointment – Ethics Commission – Dr. Cecil Shannon Whitley

Director of Administration Schneckenburger stated that Resolution No. 77-2025 provides for the appointment of Dr. Cecil Shannon Whitley to fill the vacancy left by the resignation of Ms. Janet Pope. He stated that the Ethics Commission may not have more than 3 members of the same political party, adding that Dr. Whitley is registered as Unaffiliated.

Councilwoman Culberson queried if the Ethics Commission has all members seated. Director of Administration Schneckenburger stated Dr. Whitley's appointment will complete the Ethics Commission membership slate.

4) Resolution No. 78-2025 Appointment – Police Accountability Board – Michael W. Dawson

Director of Administration Schneckenburger stated Resolution No. 78-2025 provides for the appointment of Michael Dawson to the Police Accountability Board.

Councilwoman Culberson queried if Mr. Dawson currently serves on another Board. Director of Administration Schneckenburger stated Mr. Dawson serves on the Administrative Charging Commission, adding that it is prudent to have members serve on both boards.

5) Resolution No. 79-2025 Appointment – Planning Commission – Charles Hicks

Director of Administration Schneckenburger stated that Resolution No. 79-2025 provides for the reappointment of Charles Hicks to the Planning Commission.

Councilwoman Culberson queried if the Planning Commission has all members seated. Director of Administration Schneckenburger answered in the affirmative.

6) Resolution No. 80-2025 Appointments – Department of Social Services Board – Patricia L. Brown and Natalie Gentry

Director of Administration Schneckenburger stated that Resolution No. 80-2025 provided for the reappointment of Patricia Brown and Natalie Gentry to the Department of Social Services Board.

c. Consideration of Resolutions

1) Resolution No. 73-2025 – Appointment – Commission on Veterans Affairs – Dylan R. Griffith

Director of Administration Schneckenburger stated Resolution No. 73-2025 provides for the appointment of Dylan Griffith to the Commission on Veterans Affairs, adding that Mr. Griffith is employed by the Cecil County Department of Emergency Services.

2) Resolution No. 74-2025 – Appointment – Board of Electricians – Joshua A. Huegel

Director of Administration Schneckenburger stated that Resolution No. 74-2025 provides for the appointment of Joshua Huegel to the Board of Electricians, adding that Mr. Huegel is employed by AUI Power.

d. New Business

Council Manager Report

Council Manager Henson stated the report was included in the Council's meeting packet.

Council Member Items

Council deferred Council Member Items to the Legislative Session.

Adjournment

President Miller requested a motion to adjourn the Work Session.

Councilwoman Culberson made motion to adjourn the Work Session, which was seconded by Councilwoman Branch.

President Miller adjourned the work session at 4:59 pm.

The next County Council Work Session will be held on Tuesday, December 2, 2025 at 4:30 pm in the Elk Room of the County Administrative Building. The session will be livestreamed on the County Council's webpage at www.cecilcountymd.gov

Approved:



L. Michelle Henson
Council Manager



Al Miller, Council President

