

**COUNTY COUNCIL OF CECIL COUNTY  
WORK SESSION MINUTES**

**March 21, 2023**

**OPEN SESSION – Elk Room**

**4:30 P.M.**

**NOTE:** The recording and transcription of this meeting are available on the County website at [www.ccgov.org/council](http://www.ccgov.org/council).

**PRESENT:** Council Members: Robert Meffley, Rebecca Hamilton, Al Miller, Donna Culberson, and Jackie Gregory; David Culver, Council Manager; Terry Hale, Council Assistant, members of the administration and members of the public.

**Call to Order**

Council President Gregory called the meeting to order at 4:30 pm and announced that there were five Council Members present, which constitute a quorum.

**Approval of Minutes**

On a motion made by Councilwoman Culberson, seconded by Vice President Meffley, the Council moved to approve the minutes of the Council work session of March 14, 2023, as presented. The motion passed 5 to 0.

On a motion made by Vice President Meffley, seconded by Councilwoman Culberson, the Council moved to approve the minutes of the Council closed session of March 14, 2023, as presented. The motion passed 5 to 0.

**Closed Session**

**March 14, 2023**

**5:43 PM**

On a Motion by Councilwoman Culberson, seconded by Vice President Meffley the Council moved to convene a closed session, Pursuant to the Maryland Annotated Code, General Provision Provisions §3-305(b):

(1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

(14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**Roll Call Vote**

Hamilton - Y, Miller - Y, Culberson - Y, Meffley - Y, Gregory – Y

The motion was approved unanimously by a vote of 5-0

**PRESENT:** Council Members: Robert Meffley, Rebecca Hamilton, Al Miller, Donna Culberson, and Jackie Gregory; David Culver, Council Manager; Terry Hale, Council Assistant; Steven Overbay, Director of Administration; Lawrence Scott, County Attorney

The Council reviewed a grant agreement between the State of Maryland and the Bainbridge Development Corporation for transportation infrastructure improvements. The consensus of the Council was to authorize President Gregory to sign on behalf of Council since it did not involve the County directly receiving any grant funding.

The Council discussed the potential need for security personnel at meetings and would consider adding additional funding during the upcoming budget cycle to address this concern.

On a motion by Councilwoman Culberson, which was seconded by Vice President Meffley, President Gregory adjourned the closed session at 6:16 pm.

## **Presentations**

### **a. Sheriff's Office Update**

Sheriff Scott Adams provided an update on the renovations to the evidence room. He also noted the PAC Grant was used to purchase a virtual training software, Police One training software, Lexipol policy tracking software and wellness insurance to assist law enforcement personnel that need assistance. He also noted grant money is being used to equip all sworn officers with body worn cameras. The body scanner at the Detention Center has been installed and operational for the past six months. He also noted that the State's mandated drug treatment programs at the Detention Center are in compliance with the regulations and making an impact. Sheriff Adams noted that he is still actively pursuing filling deputy vacancies and vacancies at the Detention Center. His office is using a variety of recruitment tools including lateral transfers from other departments or agencies.

President Gregory inquired if the lateral transfers have been successful, and Sheriff Adams noted some success, especially from Pennsylvania, but noted concern on the number of officers that are eligible to retire. President Gregory also inquired to the success of the pretrial program and Sheriff Adams noted that it has been successful and reduced the head count at the Detention Center. Councilwoman Culberson asked for the requirements of the pretrial program and Sheriff Adams noted it was up to the judge, but it included home monitoring and drug screens. President Gregory inquired if the legalization of cannabis would change the drug screen policy for employees and Sheriff Adams noted it is still being reviewed.

## **Review of Legislative Agenda**

### **a. Introduction of Bills**

**Bill No. 2023-03** Agricultural Land Preservation District- Estate of Joan McKeown, John McKeown, Jr. for 20 Blair Shore Road, Elkton, MD. 21921 (public hearing 4/18/23, consideration 5/9/23)

Director of Land Use and Development Services Stephen O'Connor read the staff report for this bill and noted that, if approved, would create a district with over 500 acres. Councilman Miller outlined the program goals and that this begins the process for permanent preservation. Vice President Meffley inquired if this land included the greenhouses and Director O'Connor indicated that it does contain greenhouses.

**b. Introduction of Resolutions**

**Resolution No. 16-2023 Sheriff of Cecil County – Salary**

President Gregory noted that in 2016 HB 0816 granted County Council the ability to adjust the salary for the Office of Sheriff and this will make the needed adjustment for FY24.

**Resolution No. 17-2023 Supplemental Appropriation – General Fund Balance – Facilities Management - Additional Utility Funding – Budget Amendment**

Director of Administration Steven Overbay noted that the cost for electricity has increased this year and this adjustment will cover the additional funds needed for FY23. Vice President Meffley inquired if this was for the County Office building or all facilities and Director Overbay noted for all the facilities. Councilman Miller inquired on the cost savings from the solar panels and Director Overbay noted it did have an impact but did not have an amount at this time. Councilwoman Hamilton inquired on the policy for turning off devices and Director Overbay reviewed the protocol.

**Resolution No. 18-2023 Supplemental Appropriation – Grant Funds – Office of Economic Development – MARBIDCO Matching Grant**

Director of Economic Development William Sorenson noted this is for the micro ag grant program. He also noted matching funds from Upper Shore Regional Council were received. He noted that 18 grants have been made to date. Councilman Miller noted that the farmers also match the funds and that this is a great program. He also thanked Upper Shore Regional Council for granting funds for this program.

**Resolution No. 19-2023 Supplemental Appropriation – Grant Funds – Economic Development – Upper Shore Regional Council – Agricultural Microgrant Program**

Director of Economic Development William Sorenson noted this is the second grant for the micro ag grant program from Upper Shore Regional Council. Councilwoman Culberson inquired who awards the grants and are they competitive. Director Sorenson noted it is Economic Development and it is a competitive grant program.

**Resolution No. 20-2023 Supplemental Appropriation – Grant Funds – Community Services – Human Services Division – Domestic Violence/Child Advocacy Center**

Director of Community Services David Trolio noted that this was funding just made available from the State and must be spent by the end of FY23 on the human trafficking program. He noted that these funds will be used for training and programs. Councilman Miller noted the value of this program and the need for training. Councilwoman Hamilton inquired if this was just for this program and Director Trolio noted that it was only for this program.

**Resolution No. 21-2023 Supplemental Appropriation – General Fund Balance – Motor Vehicle Internal Service Fund – Budget Amendment**

Director of Finance Shon McCollum noted that the FY23 Budget anticipated a maintenance savings, however, because of the ongoing vehicle shortage newer vehicles have not been delivered under

the lease arrangement thus driving up the maintenance costs. Councilman Miller noted that maintenance was once done by County employees and opined it would be cost beneficial to return to this option since Enterprise charges a premium for service. Director McCollum believes it will become cost beneficial once we get on a new vehicle rotation. Vice President Meffley inquired as to what happened to the previous mechanics, especially the ones who serviced the heavy equipment. Director Overbay noted that First Vehicle does the service and has been doing so for several years and believes the employees were reassigned or hired by the contractor.

**c. Consideration of Resolutions**

**Resolution 12-2023** Supplemental Appropriation – Grant Funds – Department of Public Works – Roads Division – Lighting Improvement Southern Yard

Director of Administration Steven Overbay noted that this is a grant with DELMARVA Power for work done at the Southern Yard on energy efficient lights.

**Resolution 13-2023** Budget Amendment – Special Revenue Other Grants – Grant from the Maryland Department of Natural Resources Waterway Improvement Funding – Parks and Recreation

Director of Administration Steven Overbay noted this is to prepare the dredge spoils site for the Army Corps of Engineering (ACOE) dredging project on the North East River. The site should be prepared between April and August and the ACOE would begin dredging in December to January to avoid environmental issues.

**Resolution 14-2023** Supplemental Appropriation – Parks and Recreation – Program Revenue and Self-Funded Program Expense

Director of Administration Steven Overbay noted that participation in the Parks and Recreation programs have increased this year and the funds being spent are offset by the participation fees.

**Resolution 15-2023** Reappointment - Board of Appeals – Mark Saunders

Director of Administration Steven Overbay noted this is a reappointment of Mark Saunders and that he was doing an outstanding job on this board.

**d. Old Business**

**Bill No. 2023-01** Supplemental Appropriation – Fund Balance to Capital Projects – Renovate State's Attorneys Offices

Director Overbay noted that the funding would cover the needed improvements for the State's Attorney office project at the courthouse.

**e. New Business**

**Cecil County Public Schools – Budget Amendment #108**

President Gregory noted the Budget Amendment was for \$97,939 for February. This Budget Amendment was discussed at the last Board of Education Meeting.

### **Legislative Update**

President Gregory noted that crossover for bills between the House and Senate to be considered was March 20. She noted several of the bills we were following did not meet this deadline and will not be considered. Of note, HB 0119 on Health Education that was heavily amended did cross over but is now being opposed by numerous jurisdictions and the State Board of Education. Councilman Miller inquired to the status of HB 0849 for school bus stop violations and President Gregory noted it did crossover and will be heard by the Senate. Councilwoman Culberson noted HB 0740/SB 0522 for education accountability board membership did not crossover. Vice President Meffley inquired on HB 0035/SB 0567 requiring proof of identity for voting and HB 0835 for golf carts on roads in Charlestown and President Gregory noted that none of them advanced. President Gregory noted that the last MACo Legislative Committee meeting for this session is on March 22.

### **Council Manager Report**

Council Manager Culver noted the updated Council Manager report is in the packet. He also noted the upcoming Budget Hearings schedule for FY24. He also noted the next work session will begin at 3:30 to accommodate the presentation on police funding.

### **Council Member Items**

Councilmembers deferred comments to the Legislative Session of March 21, 2023.

President Gregory announced that no further items are on the March 21, 2023 Work Session agenda.

### **Adjournment**

Councilwoman Culberson made a motion to adjourn, which was seconded by Vice President Meffley. Council President Gregory adjourned the work session at 5:58 pm.

The next Council work session will be held on Tuesday, March 28, 2023, at 3:30 pm in the Elk Room of the County Administration Building. The session will also be livestreamed on the County Council's webpage at [www.ccgov.org/council](http://www.ccgov.org/council).

Approved:

  
Jackie Gregory, Council President



David M. Culver  
Council Manager