

**THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND
AGENDA**

April 16, 2024

6:00 PM Call to Order/Pledge of Allegiance/Moment of Silence

Meeting Announcements - LEGISLATIVE DAY - Time Is Allotted At The End Of Each Meeting
For The Commissioners To Receive Comments From The Public

Consent Items

#1 - Regular Session Minutes, April 9, 2024

#2 - Liquor Minutes, April 9, 2024

#3 - Cat Colloquium and National Music Festival, Raffle Only, June 9, 2024

#4 - April Bitter, Project Manager, Information Technology
Verizon Wireless GSA Contract Renewal

Special Class C Licenses

Eastern Shore Rabbit Rescue and Education Center, Inc, Beer Only, May 4, 2024

Eastern Shore Rabbit Rescue and Education Center, Inc, Beer Only, September 7, 2024

Appointments

Arnessa Dowell, Director, Kent County Public Library
FY2025 Budget Request

Joseph Wheeler, Supervisor of Operations and Transportation, Kent County Public Schools
Enterprise Fleet Management - Vehicle Lease

Human Resources Director

Jim Miller, Director, Human Resources
Emergency Medical Technician (Full Time) Vacancy
Jim Miller, Director, Human Resources
Emergency Medical Technician- Basic (Part-Time) Vacancy

Jim Miller, Director, Human Resources
911 Specialist I (Full-Time) Vacancy
Jim Miller, Director, Human Resources
Maintenance Worker I Vacancy
Jim Miller, Director, Human Resources
Public Works - Water and Wastewater Division Utility Technician

County Administrator

Request to Appeal Interest Accrued

Kent Alcohol and Tobacco Enforcement KATE

Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement
2024 Alcoholic Beverage License Renewal Applications
Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement
FY2024 Quarterly Report

Public Comment/Media Review

Procedures For Public Comment

For Your Information

Kent County Board of Elections

Notice to the Public

Bill Dewey, Duck Puddle Farming Enterprises, LLC

Notice of Permit Application

Kent County Planning, Housing, and Zoning Notification

Notice of Major Site Plan (Concept) Review and Special Exception

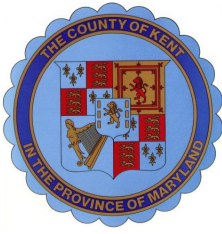
American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan

Contingency Fund

Contingency and Use of Fund Balance Report

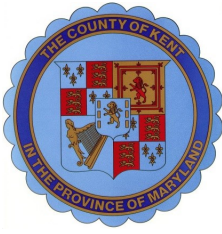
(Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the MD Open Meetings Law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed for specific items on the agenda are only estimates, and that the order of agenda items may change as time dictates or allows. Meetings are subject to audio and video recordings.)



**#1 - Regular Session Minutes, April 9, 2024
4/16/2024
County Commissioners Meeting**

ATTACHMENTS:

Description



**#2 - Liquor Minutes, April 9, 2024
4/16/2024
County Commissioners Meeting**

ATTACHMENTS:
Description



**#3 - Cat Colloquium and National Music Festival, Raffle Only, June 9,
2024
4/16/2024
County Commissioners Meeting**

ATTACHMENTS:

Description

Cat Colloquim and National Music Festival , Raffle Only, June 9, 2024, Application

Permit#

14-2024

MULTIPLE GAMING DEVICE AND RAFFLE PERMIT APPLICATION

Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1706.

Name of Organization:	CAT Colloquium and National Music Festival		
Address of Organization:	215 HIGH ST, 2C, Chestertown, MD 21620		
Telephone:	(443) 440-282-4500		
Is the organization formed or located in Kent County?	<input checked="" type="radio"/> Yes	No	
Does the organization serve the residents of Kent County?	<input checked="" type="radio"/> Yes	No	
Is this organization tax exempt under the provisions of the Internal Revenue Code?	<input checked="" type="radio"/> Yes	No	
Tax Exempt Number:	EIN # 833277426		

Person responsible for complying with permit regulations and requirements:

Name: LAURA JOHNSTONE WILSON

Address: 215 HIGH ST, 2C Chestertown, MD 21620

E-Mail: Laura@kitcare.org

Telephone: (443) 282-4500 or 410-778-6369

Type of permit sought: ☒ Raffle Only () Combined gaming devices used in a single fund-raising event

Location address of fund-raising affair: HIGH STREET CHESTERTOWN
NEAR STAM HALL - LAWYERS ROW AREA

Are these premises owned, leased, or regularly occupied by the organization named above? ^{nearby -} Yes ☒ No

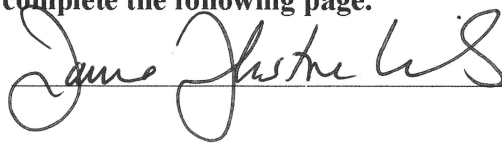
Date(s) of fund-raising: JUNE 9, 2024

Date and Time of Drawing: JUNE 9, 2024 - Begin at: 12 pm End at: 4 pm

If you are seeking a permit authorizing only a raffle that is not conducted in combination with other gaming activity, please sign below.

If, however, you are seeking to conduct a fund-raiser using more than one gaming activity in a single event, please complete the following page.

Signature of person completing this application:



Please Select One:

☐ Pick Up☒ Mail Permit (will be mailed to person responsible)



**#4 - April Bitter, Project Manager, Information Technology
4/16/2024
County Commissioners Meeting**

Item Summary:

Verizon Wireless GSA Contract Renewal

ATTACHMENTS:



Description

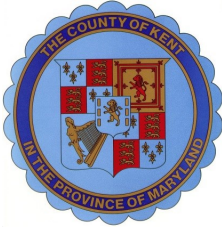
04.16.24 Verizon GSA- Multiple Award Schedule Purchase Order Contract No 47QTC A20D00B5



Kent County Government

GSA-Multiple Award Schedule Purchase Order

Date:	April 16, 2024
Vendor:	Verizon Wireless
Vendor Address:	10170 Junction Drive Annapolis Junction, MD 20701
Vendor Email:	VZWFederal.Implementations@VerizonWireless.com
Phone:	1.800.561.6227
FAX:	1.866.227.4978
Authorized By:	<p>By signing below, I certify that I am have legal authority to bind the listed government agency , that my agency is authorized to purchase under the GSA Multiple Award Schedule and that the use of all products/services purchased is for authorized government use. ANY RESELLING OF PRODUCTS/SERVICES PURCHASED UNDER THIS ORDER ARE STRICTLY PROHIBITED, as the contract and governing regulations require that all MAS purchases will be used for governmental purposes only and will not be resold for personal use.</p> <p>Agency Name Kent County Government</p> <p>Signature of Authorized Official: </p> <p>Printed or typed name: <u>Ronald H. Fithian</u></p> <p>Printed or typed title: <u>President</u></p>
Contact Information:	<p>Email address: _____</p> <p>Phone number: _____ FAX number: _____</p>
Billing Information:	<p><u>Kent County Government</u> <u>400 High St</u> <u>Chestertown MD 21620</u></p>
Payment Terms:	Net 30
Description of Goods/Services; Pricing:	<p>Cellular service on the accounts listed below (or attached) totaling 60 units in accordance with the rate plans and terms and conditions now or in the future applicable to each of such lines pursuant to GSA Multiple Award Schedule Number 47QTCA20D00B5,</p> <p>Rate Plan(s): various</p> <p>Equipment: various</p>
Term:	April 9 th 2024 for 12 months through April 9 th 2025
Funds Authorized:	<p>Monthly Access Fees for service on 60 Lines (Estimated) \$3,000.00</p> <p>Equipment charge(s) on 60 Lines (Estimates) \$5,000.00</p> <p>Total Access and Equipment Fees on 60 lines (Estimate) \$41,000.00</p> <p>Plus applicable fees, taxes and charges</p>
Contract #:	GSA Multiple Award Schedule Number 47QTCA20D00B5, all terms and conditions are incorporated by reference.
Equipment (Open Market):	None of the equipment listed are products listed on GSA Multiple Award Schedule Contract No. 47QTCA20D00B5. All devices and/or accessories are "Open Market" items. various
Miscellaneous:	Specify Phones, Delivery, Etc.: ECPD 2652692 All Bill Levels
Customer Acceptance:	<p>Signature:  Date: <u>04-16-2024</u></p>



**Eastern Shore Rabbit Rescue and Education Center, Inc, Beer Only,
May 4, 2024
4/16/2024
County Commissioners Meeting**

ATTACHMENTS:

Description

2024 Special Class C (Per Diem) License Cover Page for Novus

2024 PD-17 Eastern Shore Rabbit Rescue and Education Center, Inc, Beer Only, May 4, 2024, Application



Board of License Commissioners

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

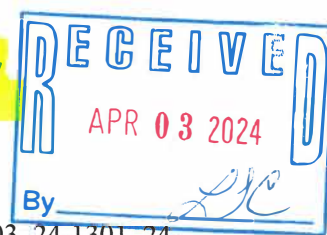
In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to sell, purchase, or consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. The License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

This license may be issued to a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization. This license shall not be transferred or reassigned.

Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.**

2024 PD-17



APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: ☒ Beer ☐ Beer and Wine ☐ Beer, Wine, and Liquor ☐

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Eastern Shore Rabbit Rescue and Education Center, Inc.

Address 21267 Rock Hall Ave. PO Box 697 Rock Hall, MD 21661

Type of Function Run ring Race

Location of Function 13003 Turners Creek Rd. Kennedyville, MD 21645

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? No Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) May 4th, 2024.
Begin at: 8:00am End at: 6:00pm and the applicant tenders herewith the sum of (\$ 5 Per Diem) (\$ 5)
in payment for the license.

*Inspector Pearce has spoken to Ms. Dickson
and she has agreed to change the times to 9:00a.m & 5:00p.m
after the event*

Please Select One:

☐ Pick Up

☒ Mail Permit (will be mailed to above address)

2024 PD-17



APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: Beer ☒ Beer and Wine ☐ Beer, Wine, and Liquor ☐

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Eastern Shore Rabbit Rescue and Education Center, Inc.

Address 21267 Rock Hall Ave. PO Box 697 Rock Hall, MD 21661

Type of Function Running Race

Location of Function 13003 Turners Creek Rd. Kennedyville, MD 21645

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? No Yes or No

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8. The license for which this application is made is to be for the following day(s) May 4th, 2024.
Begin at: 8:00am End at: 6:00pm and the applicant tenders herewith the sum of (\$ 5 Per Diem) (\$ 5)
in payment for the license.

Please Select One:

☐ Pick Up

☒ Mail Permit (will be mailed to above address)

9. Applicants

(1) Cora Dickson 6023 Boyce Lane Rock Hill MD 21661
Name Residence
16 years President (240) 475-4555
Length of Residence in Kent Co. Committee Title Phone No. Cora Dickson
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 26th day of March, 2024, before the subscriber, a Notary of the State of Maryland, personally appeared Cora Dickson the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

R. G. G.

(SEAL)

(2) William Fielder 6023 Boyce Ln Rock Hill MD 21661
Name Residence
16 years Treasurer 410-708-3651
Length of Residence in Kent Co. Committee Title Phone No. William Fielder
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 26th day of March, 2024, before the subscriber, a Notary of the State of Maryland, personally appeared William Fielder the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

R. G. G.

(SEAL)

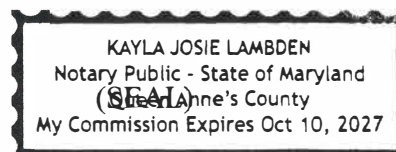
(3) Deborah B. Guthrie 11885 Clark Rd. Worker, 17717 21678
Name Residence
24 years volunteer 348-2565
Length of Residence in Kent Co. Committee Title Phone No. Deborah B. Guthrie
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 27th day of March, 2024, before the subscriber, a Notary of the State of Maryland, personally appeared Deborah B Guthrie the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

K. J. Lambden



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

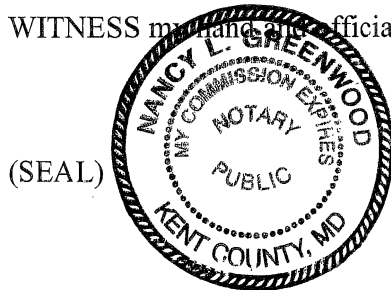
George B Hopkins Signature (s)

George B Hopkins Print Name

STATE OF MARYLAND, Kent County:

THIS CERTIFIES, that on the _____ day of _____, 20____,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
George B Hopkins and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.



Nancy L Greenwood
My Commission expires
3/21/2025



SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to sell, purchase, or consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

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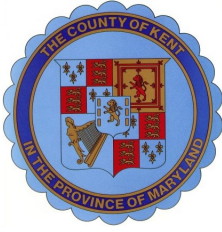
Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.** Make checks payable to: **The County Commissioners of Kent County**, along with the completed application.

Name of organization, club, etc. Eastern Shore Rabbit Rescue and Education Center, Inc.

Address 21267 Rock Hall Ave. PO Box 697 Rock Hall, MD 21661

Name Cora Dickson 
(Please Print) (Signature)

Phone # 240-475-4555 Date 3/26/24



**Eastern Shore Rabbit Rescue and Education Center, Inc, Beer Only,
September 7, 2024**

4/16/2024

County Commissioners Meeting

ATTACHMENTS:

Description

2024 Special Class C (Per Diem) License Cover Page for Novus

2024 PD-18 Eastern Shore Rabbit Rescue and Education Center, Inc, Beer Only, September 7, 2024,
Application



Board of License Commissioners

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

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2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. The License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

This license may be issued to a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization. This license shall not be transferred or reassigned.

Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.**

2024PD-18



APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: **Beer** ☒ **Beer and Wine** ☐ **Beer, Wine, and Liquor** ☐

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Eastern Shore Rabbit Rescue and Education Center, Inc.

Address **21267 Rock Hall Ave. PO Box 697 Rock Hall, MD 21661**

Type of Function **Running Race**

Location of Function **13003 Turners Creek Rd. Kennedyville, MD 21645**

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? No Yes or No

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8. The license for which this application is made is to be for the following day(s) **September 7th, 2024**.
Begin at: 8:00am **End at: 6:00pm** and the applicant tenders herewith the sum of (\$ 5 Per Diem) (\$ 5)
in payment for the license.

Inspector Pearsall has spoken to Ms. Dickson and she has agreed to change times of the event to 9:00am & 5:00pm
LJC

Please Select One:

☐ Pick Up

☒ **Mail Permit** (will be mailed to above address)

2024 PD-18



APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-563, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: ☒ **Beer** ☐ **Beer and Wine** ☐ **Beer, Wine, and Liquor** ☐

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Eastern Shore Rabbit Rescue and Education Center, Inc.

Address 21267 Rock Hall Ave. PO Box 697 Rock Hall, MD 21661

Type of Function Running Race

Location of Function 13003 Turners Creek Rd. Kennedyville, MD 21645

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? No Yes or No

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8. The license for which this application is made is to be for the following day(s) September 7th, 2024.
Begin at: 8:00am End at: 6:00pm and the applicant tenders herewith the sum of (\$ 5 Per Diem) (\$ 5)
in payment for the license.

Please Select One:

☐ **Pick Up**

☒ **Mail Permit** (will be mailed to above address)

9. Applicants

① Cora Dickson 6023 Boyce Lane, Rock Hall, MD 21661
Name Residence
16 years President (240) 475-4555
Length of Residence in Kent Co. Committee Title Phone No. Cora Dickson
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 26th day of March, 2021, before the subscriber, a Notary of the State of Maryland, personally appeared Cora Dickson the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

R. J. Lambden

(SEAL)

② William Fielder 6023 Boyce Ln Rock Hall MD 21661
Name Residence
16 years Treasurer 410-708-3651
Length of Residence in Kent Co. Committee Title Phone No. William Fielder
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 26th day of March, 2021, before the subscriber, a Notary of the State of Maryland, personally appeared William Fielder the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

R. J. Lambden

(SEAL)

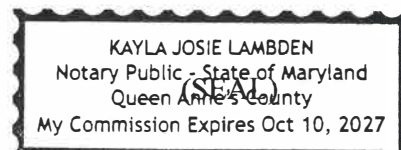
③ Deborah B. Guthrie 11825 Clark Rd., Worton, MD 21678
Name Residence
24 years volunteer 348-2565
Length of Residence in Kent Co. Committee Title Phone No. Deborah B. Guthrie
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 27th day of March, 2021, before the subscriber, a Notary of the State of Maryland, personally appeared Deborah Guthrie the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

R. J. Lambden



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

George B Hopkins Signature (s)

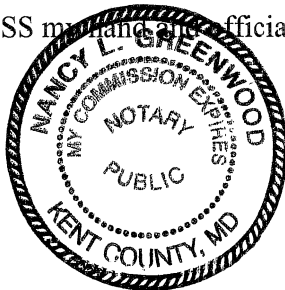
George B Hopkins Print Name

STATE OF MARYLAND, Kent County:

THIS CERTIFIES, that on the _____ day of _____, 20____,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
George B Hopkins and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.

(SEAL)



Nancy L. Greenwood
My Commission expires
3/21/2025



SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to sell, purchase, or consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

This license may be issued to a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization. This license shall not be transferred or reassigned.

Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.** Make checks payable to: **The County Commissioners of Kent County**, along with the completed application.

Name of organization, club, etc. Eastern Shore Rabbit Rescue and Education Center, Inc.

Address 21267 Rock Hall Ave. PO Box 697 Rock Hall, MD 21661

Name Cora Dickson 
(Please Print) (Signature)

Phone # 240-475-4555 Date 3/26/24



Arnessa Dowell, Director, Kent County Public Library
4/16/2024
County Commissioners Meeting

Item Summary:

FY2025 Budget Request

ATTACHMENTS:

Description

Kent County Public Library FY2021-2023

Kent County Public Library FY2025 Budget Request

TRENDING UPWARD!

KENT COUNTY PUBLIC LIBRARY

Fiscal Year 2021 – Fiscal Year 2023

In FY21, KCPL focused on fully reopening and bringing back services that had been limited or put on hold during the COVID-19 public health emergency.

Since July of 2020, KCPL has continued to reestablish its place as a vital public space throughout Kent County, build on existing partnerships and form new ones, and continue to find innovative ways to respond to community needs.

SELECTED ACHIEVEMENTS:

- Steady increase in circulation numbers over the past three years.
- The North County Branch's new location increased the branch size from 1,800 sq. ft. to 3,500 sq. ft.
- The Rock Hall Branch's temporary location has allowed library services to resume in Rock Hall
- Mobile hotspots added to circulating collection to help bridge digital divide
- Launched 1,000 Books Before Kindergarten early literacy initiative
- Launched KCPL Cares giveaway initiative
- Increased attendance at Summer Reading Program events from 1,587 (summer 2021) to 1,826 (summer 2023)
- Technology for teen library users purchased using \$29,000 in grant funding from the Kent County Local Management Board
- Installed study pods at the Chestertown and North County locations using \$21,000 in Library Services & Technology Act (LSTA) funding through the Institute of Museum and Library Services (IMLS)
- Secured \$27,000 from the Foundation for Kent County Public Library to redesign and modernize KCPL's website



KCPL Cares Kindle Fire Giveaway



Summer Reading Event



KCPL's Executive Director with
Members of Trustees & Foundation

CIRCULATION OF MATERIALS

FY2021

Circulation Total 89,189

Adult 74,360

Children 14,829

FY2022

Circulation Total 113,573

Adult 93,400

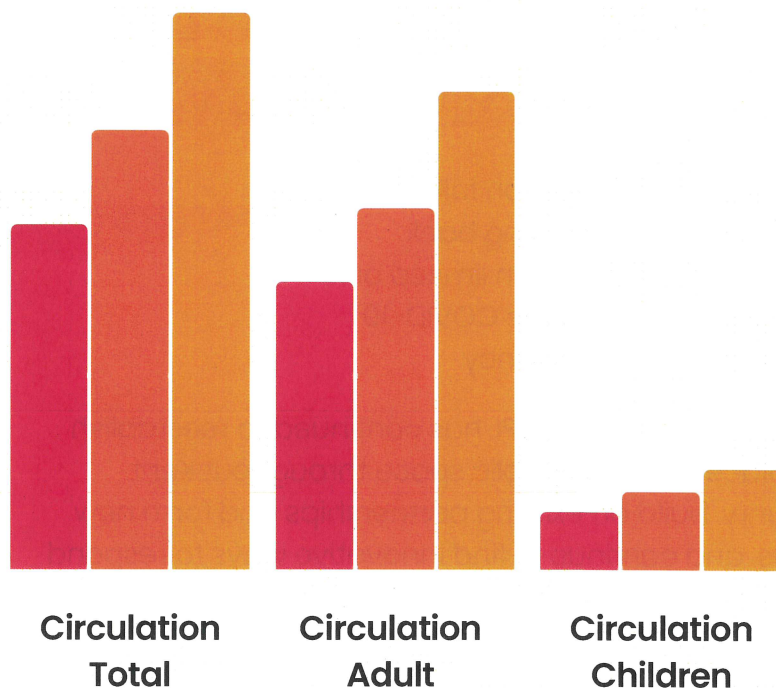
Children 20,173

FY2023

Circulation Total 143,963

Adult 123,558

Children 26,069



LIBRARY USERS

Cardholders & Programming

FY2021

Registered Cardholders 9,090

Number of Programs Offered 131

Program Attendance 3,239

FY2022

Registered Cardholders 9,494

Number of Programs Offered 265

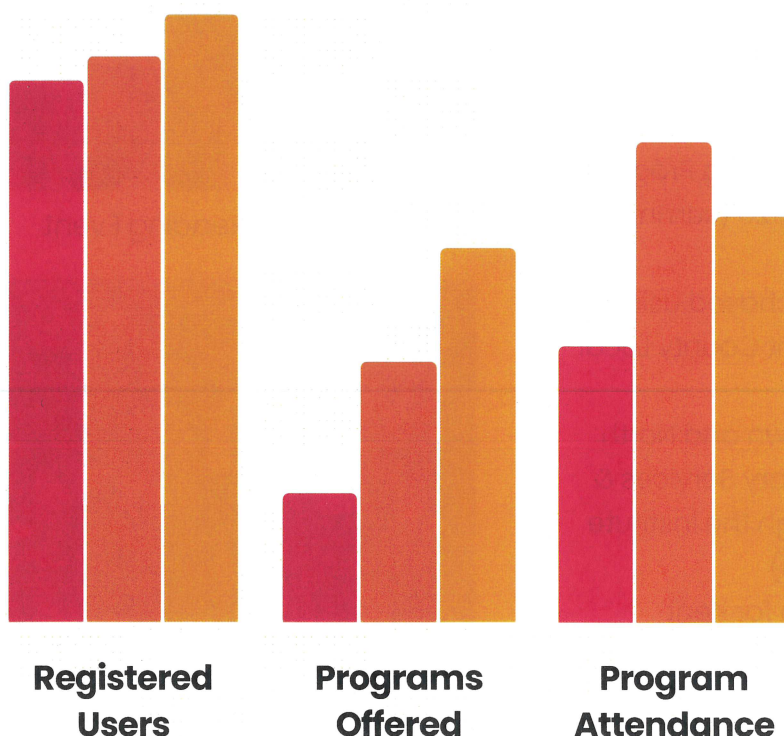
Program Attendance 5,641

FY2023

Registered Cardholders 10,202

Number of Programs Offered 381

Program Attendance 4,766



Kent County Public Library's Vision: To broaden connections, expand knowledge, and strengthen community

Kent County Public Library FY25 Budget Justification

Kent County Public Library continues to do more in FY24! At KCPL, we go beyond books and enhance our community by supporting education, learning, the local economy, and personal growth. Over the past year, our library has experienced significant growth in library card holders and programming offerings. Over the last three years, KCPL saw a 20% increase in library card registrations, and in FY 23 saw a 44% increase in programs offered. Circulation numbers in FY 23 showed that 188,504 items were borrowed by library users, nearly six times higher than the total number of 34,807 in the collection!

Calculated on the amount of public usage of the resources (including books, DVDs, educational kits, magazines, newspapers, research databases, hotspots, on-site Wi-Fi, and other materials and services) that KCPL provides free of charge, the library continues to add MILLIONS in value to the Kent County community free of charge. This is an incredible return on investment for the \$756,152 FY23 funding from the County.

As of February 2024, KCPL has over 10,696 registered users, with 7,979 cardholders actively borrowing items within the past five years. In FY23, KCPL conducted over 380 programs for all ages, surpassing the previous year by over 100 programs! The main highlight of FY23 in regards to programming, was our historic summer reading program, which included outreach events in Millington. Throughout the summer, 758 children, teens, and adults participated in 84 events and collectively logged over 910,000 minutes of reading! Currently, for FY24, we are on a similar trajectory, with plans coming together to launch the summer reading experience in June. We are looking to surpass our previous year's number of minutes read by the community and reach 1,000,000+ minutes!

KCPL's programming and other initiatives are made possible by funding from the County, multiple grants, and partnerships with over 40 local, state, and national organizations. These partnerships enable KCPL to bring books and other resources, as well as a wide variety of experiences, to Kent County residents. Our FY23 local partners included: the Kent County Board of Elections, Kent County Family Center, Kent County Health Department, Kent County Judy Center, Kent County Public Schools, Recovery in Motion, RiverArts, Rock Hall Main Street, Sumner Hall, the University of Maryland Extension, and Washington College. By utilizing local expertise and talent, KCPL can provide more for County residents at less cost and provide mutually beneficial support to other community organizations.

Over the last four years, KCPL has spent down our reserves in order to cover operational funding shortfalls. We pride ourselves on being team players and are grateful to be able to utilize that funding to decrease the amount requested from the County during those years. However, since the balance in the unrestricted reserve fund has been now spent down to \$0, KCPL must increase its funding request to sustain its current level of

service to the Kent County residents. With the understanding of the funding role the County plays to many vital organizations, KCPL has procured \$458,500 from state, regional, local agencies, grant opportunities, and private donors to assist in limiting our FY24 budget request to what is absolutely necessary to support the mission and the vital operations of the library. Our ask is \$839K, which is around a 10% increase over the amount received last year.

To continue providing excellent services and programming to our community, we require additional funding to support the following areas:

Staffing: Our library staff is dedicated to providing excellent customer service and ensuring our library runs smoothly. Due to increased demand, we need to hire additional staff to maintain the quality of our services and expand our offerings to meet the needs of our community. We are asking for funding to support a 3% salary increase for retention and inflation and one part-time position to support the growing demand for services. When this position is filled, the library will finally no longer have a staffing deficit that was at 50% just three and a half years ago.

Salary increases will be split into a 2% increase at the beginning of the fiscal year and a 1.5% increase on January 1. Budgeting for a Salary for the new director, the library will need \$704,000 to meet salary expenses.

Health Benefits

Inquiry to our Benecon representative indicated that we should anticipate 4 to 6% increase in health insurance-related costs. Using current enrollment statistics, this raises the obligation to \$190,700.

Time to Care Act

The Time to Care Act contributions will begin on October 1, 2024. The state plan calls for contributions of 0.9% of covered wages, split between employees and employers (0.45% from each). Under the current payroll projection, this would be approximately \$3,350 from the library. The library has sought to participate in a collective agreement that will ideally produce a rate lower than the state plan, but this will not be known until after May 1, 2024. The library intends to offset employees' contributions, so there will be a total expense of approximately \$6,700.

The Maryland Department of Labor recently requested an extension of the timeline for the start of contributions and the beginning of a benefit. If approved, this would push the contribution start to July 1, 2025 (the start of Fiscal Year 2026).

Electric Costs

The electricity costs for the library have increased significantly over the past three years. The library is projected to spend \$49,000 in energy costs for Fiscal Year 2025, which is \$15,000 more than what was charged in FY23. Currently, we are having Public Works

look into this matter, but need to plan for the projection in case cost savings due to inaccurate reporting are not possible.

Building on our successes in FY24, we are looking to S.A.I.L. into FY25 more enthusiastically and determined than ever!

In FY25, these are the projects that will be starting or due for completion that have currently impacted the library's budget:

Library Re-branding and Website Implementation: Discussions are underway to finalize the website overhaul project, with plans to commence implementation in the first quarter of FY25. This timeline aims to ensure that the revamped website reflects the library's modernized infrastructure and enhances user experience, aligning with contemporary web design standards and meeting the diverse needs of its visitors.

Rock Hall Facility Move and Upgrade: Our library locations are hubs for community gatherings and events. To continue providing a welcoming and safe space, we need to invest in a new facility in Rock Hall.

With the planning for the facility transition, there may be costs associated with the plans and grant process for which the library may be responsible. The library anticipates being in the current location through October 1, 2025, and if the proposed new construction is not completed, an alternative location will need to be secured.

New Book Drops for all Library Locations: The Revitalization of Library Book Drops project aims to revitalize and enhance the book drop systems at our community library's Chestertown, Rock Hall, and Galena branches. These book drops are essential for our patrons to return borrowed materials outside library hours, promoting convenience and accessibility. This project improves service quality and reinforces our commitment to inclusivity and equal access to library resources through incorporation of ADA accessibility features.

New Computers and Hot Spots: KCPL must keep up with technology trends and tools to provide our patrons with access to the resources they need and ensure compliance with laws related to maintaining the privacy and security of library patrons' records. In FY23, we recorded 43,331 uses of our internet and Wi-Fi by library users. Investing \$20,000 in upgraded and secure technology will allow us to replace our aging public systems and add more hot spots for in-home use to meet the growing needs of patrons who rely on the library for access to the internet and provide enhanced access to digital resources for those in the library or homebound.

Yellow House/Hearse House: The "Preserving Heritage" project, focused on restoring the Hearse House and establishing the Walley Family Memory Wall, holds immense significance in Kent County's cultural fabric. Recognized for its profound impact on honoring African American history and revitalizing community spirit, the project embodies resilience and cultural preservation. With funding from the Maryland Historical Trust, it goes beyond mere restoration; it's a tribute to the enduring spirit of

the African American community, ensuring their contributions are celebrated and preserved for future generations to cherish. However, the whole requested amount of grant was not given so some funding may need to be raised or requested to fund the complete project.

Looking Forward to Fiscal Year 2025: As we look ahead to the next fiscal year, the library is committed to SAIL into success, with a clear roadmap for action and improvement.

- **Spaces (S):** Specific allocations will be made to enhance our library spaces, with a strong focus on accessibility. We recognize the importance of creating an inclusive and welcoming environment for all members of our community. To achieve this, we plan to allocate funds for accessibility upgrades, including improved signage, seating, and assistive technologies to serve patrons with diverse needs better.
- **Advocacy (A):** We will continue our advocacy efforts to ensure that the library remains a cornerstone of our community. Advocacy initiatives will include outreach campaigns to raise awareness about the library's services and its crucial role in education, culture, and community development.
- **Inclusivity, Diversity, Equity, and Accessibility (I):** Our commitment to inclusivity, diversity, equity, and accessibility will remain a top priority. We will invest in training and resources to foster a more inclusive library environment. We will also actively engage with underrepresented communities to ensure their voices are heard in shaping our programs and services.
- **Literacy (L):** Promoting literacy in all its forms will continue to be a fundamental aspect of our mission. We will expand our efforts to support early childhood, adult, and digital literacy. This includes an increased push for digital literacy through targeted outreach efforts, workshops, and technology training programs.

In conclusion, as we navigate the challenges and opportunities of the upcoming fiscal year, we remain steadfast in our commitment to serving our community and providing the best possible library experience. With strategic investments in accessibility, the Rock Hall branch, and digital literacy, we are poised for a successful and impactful year ahead. We are excited to build upon the successes of this fiscal year and continue to be a vital resource for our patrons. By increasing our budget by 10%, we can expand our programming offerings, invest in much-needed facility upgrades, support and retain highly-qualified staff, and provide our patrons with the latest technology and resources. I appreciate your consideration as we continue to work together to make Kent County the premiere place to live, work, and play on the Eastern Shore!

Kent County Public Library
KENT COUNTY FUNDING REQUEST
FISCAL YEAR 2025 BUDGET

SCHEDULE OF ORGANIZATIONS TOTAL REVENUES

Instructions:

This schedule should reflect your organization's total revenue for the fiscal years indicated. Revenues should be reported in the categories shown if possible. Attach additional pages if necessary.

REVENUE CATEGORIES	2022 Actual	2023 Actual	2024 Budget	2025 Requested Budget
KENT COUNTY FUNDING	713899	713899	756152	838718
FEDERAL FUNDING	0	0	0	0
STATE FUNDING	117210	118903	123870	131566
PRIVATE DONATIONS	6020	9565	5500	7300
DUES & FEES	4160	5312	10150	11350
OTHER (LIST BY TYPE)				
MUNICIPALITIES	7500	7500	7500	7500
ON BEHALF/STATE RETIREMENT	77642	69199	0	0
FUND BALANCE	64119	49137	100000	35000
ESRL STATE GRANT	80000	80000	80000	80000
TARGETED DONATIONS	47811	26657	45000	40000
OTHER STATE GRANTS	30616	59686	11900	11900
TOTAL REVENUES	1148977	1139858	1140072	1163334

KENT COUNTY FUNDING REQUEST FISCAL YEAR 2025 BUDGET

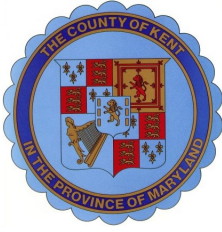
SCHEDULE OF ORGANIZATIONS TOTAL EXPENDITURES

Instructions:

This schedule should reflect your organization's total expenditures for the fiscal years indicated. Expenditures should be reported in as much detail as possible. Attach additional pages if necessary.

EXPENDITURE CATEGORIES	2022 Actual	2023 Actual	2024 Budget	2025 Requested Budget
SALARIES	601153	615939	697244	704000
HEALTH INSURANCE	132828	142937	183000	190700
HEALTH INSURANCE SURPLUS**	-40101	-54921	-35000	-35000
TIME TO CARE	0	0	0	3168
FICA	44555	46026	54468	53856
UNEMPLOYMENT	0	0	0	0
ON BEHALF/STATE REITMREMENT	77642	69199	0	0
OPERATIONS				
LEGAL	105	0	500	500
CONSULTANTS	247	10960	0	0
ACCOUNTING/AUDITOR SERVICES	13412	13761	13900	13900
ADVERTISING	297	0	500	500
REPAIRS & MAINTENANCE/SECURITY	7108	4872	11760	8000
ELECTRICITY/WATER & SEWER/GAS	30299	55017	40500	57500
SOFTWARE MAINTENANCE	3206	2735	4000	3000
OFFICE RENT	34573	36000	36000	36900
INSURANCE/PUBLIC OFFICIAL BONDS	4965	3919	7000	5000
TELEPHONE/INTERNET	9742	10932	5800	7800
MISC/MEMERSHIP & DUES/BANK CHARGES	2399	3447	4000	4110
POSTAGE	1791	1856	2000	2000
OFFICE SUPPLIES	7833	7903	5000	5000
CAPITAL EXPENDITURES	74228	25740	25000	25000
LIBRARY PROGRAMMING	35494	27372	18500	13500
COPIERS	10395	8866	9000	9000
STAFF DEVELOPMENT & TRAVEL	33398	21036	18900	18900
EQUIPMENT	0	39887	0	0
BOOKS	43155	30785	23000	23000
PERIODICALS	5442	7248	7000	7000
AUDIO/VISUAL	14811	8342	8000	6000
TOTAL EXPENDITURES*	1148977	1139858	1140072	1163334

*PLEASE NOTE THAT TOTAL EXPENDITURES SHOWN SHOULD EQUAL "TOTAL REVENUES" SHOWN ON SCHEDULE OF REVENUES.



**Joseph Wheeler, Supervisor of Operations and Transportation, Kent
County Public Schools**

4/16/2024

County Commissioners Meeting

Item Summary:

Enterprise Fleet Management - Vehicle Lease

ATTACHMENTS:

Description

04.16.24 Enterprise Fleet Management Quote 7909561 Kent County Public Schools 2024 Ford Explorer
KC Public Schools Cover Sheet



Prepared For: Kent County Public Schools
Mattson, Daniel

Date 04/05/2024
AE/AM J4G/BK2

Unit

Year 2024 Make Ford Model Explorer

Series XLT 4dr 4x4

Vehicle Order Type In-Stock Term 60 State MD Customer# 590330

\$ 40,334.43	Capitalized Price of Vehicle ¹
\$ 0.00 *	License and Certain Other Charges <u>5.5000%</u> State <u>MD</u>
\$ 280.00 *	Initial License Fee
\$ 0.00	Registration Fee
\$ 250.00	Other: (See Page 2)
\$ 0.00	Capitalized Price Reduction
\$ 0.00	Tax on Capitalized Price Reduction
\$ 7,000.00	Gain Applied From Prior Unit
\$ 0.00 *	Tax on Gain On Prior
\$ 0.00 *	Security Deposit
\$ 0.00 *	Tax on Incentive (Taxable Incentive Total : \$0.00)
\$ 33,584.43	Total Capitalized Amount (Delivered Price)
\$ 453.39	Depreciation Reserve @ <u>1.3500%</u>
\$ 196.56	Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) ²
\$ 649.95	Total Monthly Rental Excluding Additional Services

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name Joe Wheeler
Exterior Color (0 P) Carbonized Gray Metallic
Interior Color (0 I) Ebony w/Heated Unique Cloth Captain's C
Lic. Plate Type Government
GVWR 0

Additional Fleet Management

Master Policy Enrollment Fees

\$ 0.00 Commercial Automobile Liability Enrollment

Liability Limit \$0.00

\$ 0.00 Physical Damage Management

Comp/Coll Deductible 0 / 0

\$ 52.03 Full Maintenance Program³ Contract Miles 40,000

OverMileage Charge \$ 0.0500 Per Mile

Incl: # Brake Sets (1 set = 1 Axle) 0

Tires 0

Loaner Vehicle Not Included

\$ 52.03 Additional Services SubTotal

\$ 0.00 Use Tax 0.0000%

State

\$ 701.98 Total Monthly Rental Including Additional Services

\$ 6,381.03 Reduced Book Value at 60 Months

\$ 400.00 Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 8,000

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement. In the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a \$500 disposal fee, interest incurred, and loss of value.

LESSEE Kent County Public Schools

The County Commissioners of Kent County

BY Ronnie Johnson

TITLE President

DATE 4/16/2024

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

¹ Capitalized price of vehicle may be adjusted to reflect final manufacturer's invoice, plus a pre delivery interest charge. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicle.

² Monthly lease charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor).

³ The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.



Other Totals

Description	(B)illed or (C)apped	Price
Initial Administration Fee	C	\$ 60.00
Pricing Plan Delivery Charge	C	\$ 190.00
Courtesy Delivery Fee	C	\$ 0.00
Total Other Charges Billed		\$ 0.00
Total Other Charges Capitalized		\$ 250.00
Other Charges Total		\$ 250.00

VEHICLE INFORMATION:

2024 Ford Explorer XLT 4dr 4x4 - US

Series ID: K8D

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	\$39,043	\$40,670.00
Total Options	\$-112.00	\$-120.00
Destination Charge	\$1,595.00	\$1,595.00
Total Price	\$40,526.00	\$42,145.00

SELECTED COLOR:

Exterior: M7-(0 P) Carbonized Gray Metallic

Interior: 86-(0 I) Ebony w/Heated Unique Cloth Captain's Chairs

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
119WB	119.1" Wheelbase	STD	STD
153	Front License Plate Bracket	NC	NC
200A	Equipment Group 200A	NC	NC
425	50 State Emissions System	STD	STD
44T	Transmission: 10-Speed Automatic	Included	Included
59W	4G LTE Wi-Fi Hotspot Credit	\$-18.00	\$-20.00
8	Heated Unique Cloth Captain's Chairs	Included	Included
86_02	(0 I) Ebony w/Heated Unique Cloth Captain's Chairs	NC	NC
91X	Rear Auxiliary Controls Credit	\$-94.00	\$-100.00
99H	Engine: 2.3L EcoBoost I-4	Included	Included
CONNECT	FordPass Connect	Included	Included
M7_05	(0 P) Carbonized Gray Metallic	NC	NC
PAINT	Monotone Paint Application	STD	STD
STDAX	3.58 Non-Limited-Slip Rear Axle Ratio	Included	Included
STDGV	GVWR: 6,160 lbs	Included	Included
STDRD	Radio: AM/FM Stereo	Included	Included
STDTR	Tires: P255/65R18 AS BSW	Included	Included
STDWL	Wheels: 18" 5-Spoke Silver-Painted Aluminum	Included	Included
SYNC	SYNC 3 Communications & Entertainment System	Included	Included

CONFIGURED FEATURES:

Body Exterior Features:

Number Of Doors: 4
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors
Spoiler: rear lip spoiler
Door Handles: body-coloured
Front And Rear Bumpers: body-coloured front and rear bumpers
Front License Plate Bracket: front license plate bracket
Body Material: galvanized steel/aluminum body material
Roof Rack: rails only
Body Side Cladding: black bodyside cladding
Grille: grille with chrome bar

Convenience Features:

Air Conditioning: automatic dual-zone front air conditioning
Air Filter: air filter
Voice Activated A/C: voice activated air conditioning
Cruise Control: cruise control with steering wheel controls
Trunk/Hatch/Door Remote Release: power cargo access remote release
Power Windows: power windows with driver and passenger 1-touch down
1/4 Vent Rear Windows: power rearmost windows
Remote Keyless Entry: keyfob (all doors) remote keyless entry
Illuminated Entry: illuminated entry
Integrated Key Remote: integrated key/remote
Auto Locking: auto-locking doors
Passive Entry: Intelligent Access proximity key
Trunk FOB Controls: keyfob trunk/hatch/door release
Remote Engine Start: remote start - smart device only (subscription required)
Steering Wheel: steering wheel with manual tilting, manual telescoping
Day-Night Rearview Mirror: day-night rearview mirror
Driver and Passenger Vanity Mirror: illuminated auxiliary driver and passenger-side visor mirrors
Emergency SOS: SYNC 3 911 Assist emergency communication system
Front Cupholder: front and rear cupholders
Floor Console: full floor console with covered box
Overhead Console: mini overhead console with storage
Glove Box: locking glove box
Driver Door Bin: driver and passenger door bins
Rear Door Bins: rear door bins
Seatback Storage Pockets: 2 seatback storage pockets
Driver Footrest: driver's footrest
Retained Accessory Power: retained accessory power
Power Accessory Outlet: 4 12V DC power outlets

Entertainment Features:

radio: SiriusXM AM/FM/Satellite with seek-scan
Voice Activated Radio: voice activated radio
Speed Sensitive Volume: speed-sensitive volume
Steering Wheel Radio Controls: steering-wheel mounted audio controls
Speakers: 6 speakers
Internet Access: FordPass Connect 4G internet access
1st Row LCD: 2 1st row LCD monitor
Wireless Connectivity: wireless phone connectivity
Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off reflector LED low/high beam headlamps
Auto-Dimming Headlights: Auto High Beam auto high-beam headlights
Front Wipers: variable intermittent speed-sensitive wipers wipers
Rear Window wiper: fixed interval rear window wiper with heating wiper park
Rear Window Defroster: rear window defroster

Tinted Windows: deep-tinted windows
Dome Light: dome light with fade
Front Reading Lights: front and rear reading lights
Ignition Switch: ignition switch light
Variable IP Lighting: variable instrument panel lighting
Display Type: analog appearance
Tachometer: tachometer
Compass: compass
Exterior Temp: outside-temperature display
Low Tire Pressure Warning: tire specific low-tire-pressure warning
Park Distance Control: Reverse Sensing System rear parking sensors
Trip Computer: trip computer
Trip Odometer: trip odometer
Lane Departure Warning: lane departure
Blind Spot Sensor: blind spot
Front Pedestrian Braking: front pedestrian detection
Following Distance Indicator: following distance alert
Forward Collision Alert: forward collision
Water Temp Gauge: water temp. gauge
Oil Level Gauge: oil level gauge
Clock: in-radio display clock
Systems Monitor: driver information centre
Check Control: redundant digital speedometer
Rear Vision Camera: rear vision camera
Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Bulb Failure Warning: bulb-failure warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Spare Tire Type: compact spare tire
Spare Tire Mount: spare tire mounted inside under cargo
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: Safety Canopy System curtain 1st, 2nd and 3rd row overhead airbag
Knee Airbag: knee airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
Side Impact Bars: side-impact bars
Perimeter Under Vehicle Lights: remote activated w/puddle lights perimeter/approach lights
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Ignition Disable: SecuriLock immobilizer
Security System: security system
Panic Alarm: panic alarm

Electronic Stability: AdvanceTrac w/Roll Stability Control electronic stability control with anti-rollover

Traction Control: Terrain Management System ABS and driveline traction control

Front and Rear Headrests: manual adjustable front head restraints

Rear Headrest Control: 2 rear head restraints

3rd Row Headrests: 2 manual adjustable third row head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 6

Front Bucket Seats: front bucket seats

Front Heated Cushion: driver and passenger heated-cushions

Front Heated Seatback: driver and passenger heated-seatbacks

Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments

Reclining Driver Seat: power reclining driver and passenger seats

Driver Lumbar: power 2-way driver and passenger lumbar support

Driver Height Adjustment: power height-adjustable driver and passenger seats

Driver Fore/Aft: power driver and passenger fore/aft adjustment

Driver Cushion Tilt: power driver and passenger cushion tilt

Front Centre Armrest Storage: front centre armrest

Rear Seat Type: rear manual reclining captain seat

Rear Seat Fore/Aft: manual rear seat fore/aft adjustment

Rear Folding Position: rear seat fold-forward seatback

Rear Seat Mounted Armrests: rear seat mounted armrest

3rd Row Seat Type: fixed third row 50-50 bench seat

3rd Row Electric Control: fold into floor third row seat

Leather Upholstery: premium cloth front and rear seat upholstery

Door Trim Insert: cloth door panel trim

Headliner Material: full cloth headliner

Floor Covering: full carpet floor covering

Dashboard Console Insert, Door Panel Insert Combination: piano black/metal-look instrument panel insert, door panel insert, console insert

LeatherSteeringWheel: leather steering wheel

Floor Mats: carpet front and rear floor mats

Interior Accents: chrome/metal-look interior accents

Cargo Space Trim: carpet cargo space

Trunk Lid: plastic trunk lid/rear cargo door

Cargo Tie Downs: cargo tie-downs

Cargo Light: cargo light

Concealed Cargo Storage: concealed cargo storage

Standard Engine:

Engine 300-hp, 2.3-liter I-4 (premium)

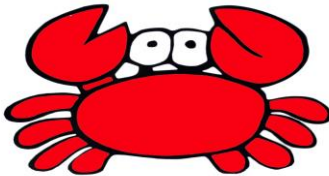
Standard Transmission:

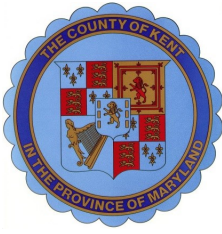
Transmission 10-speed automatic w/ OD



KENT COUNTY PUBLIC SCHOOLS

"Growing a Community of Leaders"





Jim Miller, Director, Human Resources
4/16/2024
County Commissioners Meeting

Item Summary:

Emergency Medical Technician (Full Time) Vacancy

ATTACHMENTS:

Description

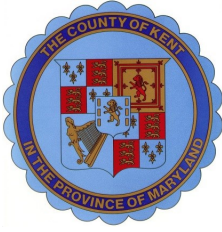
Cover Sheet



Department of Human Resources

“Providing leadership and support to ensure the successful recruitment, development, and retention of a diverse, effective, and competent workforce to serve the residents of Kent County, MD.” - Kent County Human Resources





Jim Miller, Director, Human Resources
4/16/2024
County Commissioners Meeting

Item Summary:

Emergency Medical Technician- Basic (Part-Time) Vacancy

ATTACHMENTS:

Description

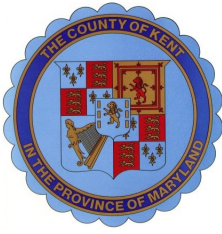
HR NA Cover



Department of Human Resources

“Providing leadership and support to ensure the successful recruitment, development, and retention of a diverse, effective, and competent workforce to serve the residents of Kent County, MD.” - Kent County Human Resources





Jim Miller, Director, Human Resources
4/16/2024
County Commissioners Meeting

Item Summary:

911 Specialist I (Full-Time) Vacancy

ATTACHMENTS:

Description

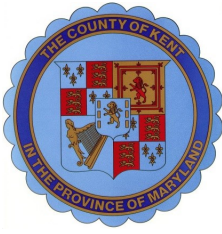
HR NA Cover



Department of Human Resources

“Providing leadership and support to ensure the successful recruitment, development, and retention of a diverse, effective, and competent workforce to serve the residents of Kent County, MD.” - Kent County Human Resources





Jim Miller, Director, Human Resources
4/16/2024
County Commissioners Meeting

Item Summary:

Maintenance Worker I Vacancy

ATTACHMENTS:

Description

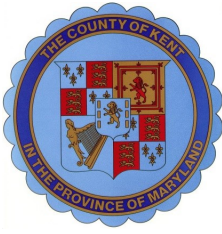
HR NA Cover



Department of Human Resources

“Providing leadership and support to ensure the successful recruitment, development, and retention of a diverse, effective, and competent workforce to serve the residents of Kent County, MD.” - Kent County Human Resources





Jim Miller, Director, Human Resources
4/16/2024
County Commissioners Meeting

Item Summary:

Public Works - Water and Wastewater Division Utility Technician

ATTACHMENTS:

Description

Cover Page



Department of Human Resources

“Providing leadership and support to ensure the successful recruitment, development, and retention of a diverse, effective, and competent workforce to serve the residents of Kent County, MD.” - Kent County Human Resources





**Request to Appeal Interest Accrued
4/16/2024
County Commissioners Meeting**

ATTACHMENTS:
Description



Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement
4/16/2024
County Commissioners Meeting

Item Summary:

2024 Alcoholic Beverage License Renewal Applications

ATTACHMENTS:

Description

KATE NA Cover 2

04.16.24 KATE's 2024 Alcoholic Beverage Renewal Recommendations MEMO



Kent Alcohol and Tobacco Enforcement (KATE)

Bonnie S. Pearsall, Inspector



Kent Alcohol and Tobacco Enforcement

To: Commissioners Fithian, Nickerson, and Price
From: Bonnie S. Pearsall, Inspector, and Sondra M. Blackiston, Clerk/KATE Manager
Date: April 16, 2024
Subject: 2024 Alcoholic Beverage License Renewals

Memorandum

All County issued alcoholic beverage licenses expire on the last day of April. Renewal applications must be approved by the Board of License Commissioners.

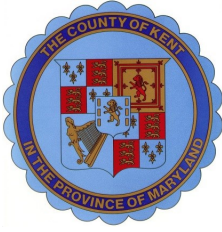
59 licensees submitted their renewal applications. Having met the basic requirements for their application to be considered by the Board, the staff recommends approval and acceptance of the applications including any changes noted.

0 licensees submitted a renewal application and are subject to one or more contingencies. Staff recommends approval of the applications, no contingencies noted.

2 establishments not considered for renewal:

1. J.J.'s Deli and Liquor will be permanently closing on April 19, 2024. Inspector Pearsall will conduct a close-out inspection on 4/19 and we anticipate that they will voluntarily surrender their liquor license #4786 at that time.
2. Uncle Charlie's Bistro has permanently closed. Inspector Pearsall will conduct a close-out inspection at the end of the month, and we anticipate that they will voluntarily surrender their liquor license #4786 at that time.

A detailed list of renewals is attached for your reference.



Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement
4/16/2024
County Commissioners Meeting

Item Summary:

FY2024 Quarterly Report

ATTACHMENTS:

Description

KATE NA Cover 2

04.16.24 Kate Weekly Report Quarter 3

Kent Alcohol and Tobacco Enforcement (KATE) 3rd Quarter Update



Kent Alcohol and Tobacco Enforcement (KATE)

Bonnie S. Pearsall, Inspector



Kent Alcohol and Tobacco Enforcement

To: Commissioners Fithian, Nickerson, and Price
From: Bonnie S. Pearsall, Inspector, KATE
Date: April 16, 2024
Subject: FY2024 Quarterly Report

Memorandum

Routine Alcohol Inspections:

- Routine Quarter 3 Alcohol Inspections were conducted on fifty-five (55) Establishments.
- Quarter 3 inspections are for the months of January, February, and March.
- A fine was issued to an establishment for not complying with having employees trained in the alcohol awareness program, Md. Alcoholic Beverages Code Ann. Section 24-1903. A written warning was issued prior to assessing a fine.

Alcohol Education:

- At the start of March 2024, the 2024 ID Guide Booklet was given to some of the Alcohol Establishments during their routine inspection that occurred in March. The remaining ID Guides will be given to the remaining alcohol establishments during their routine inspections that will be occurring in the fourth (4th) Quarter.

Tobacco Education:

- The first week of January, the 2024 Age of Purchase Calendars were hand-delivered to twenty-nine (29) Tobacco Retailers to help them calculate the patrons' age to prevent from selling to underage patrons.
- March 2024, Tobacco educational materials were hand-delivered to twenty-nine (29) Tobacco Establishments.

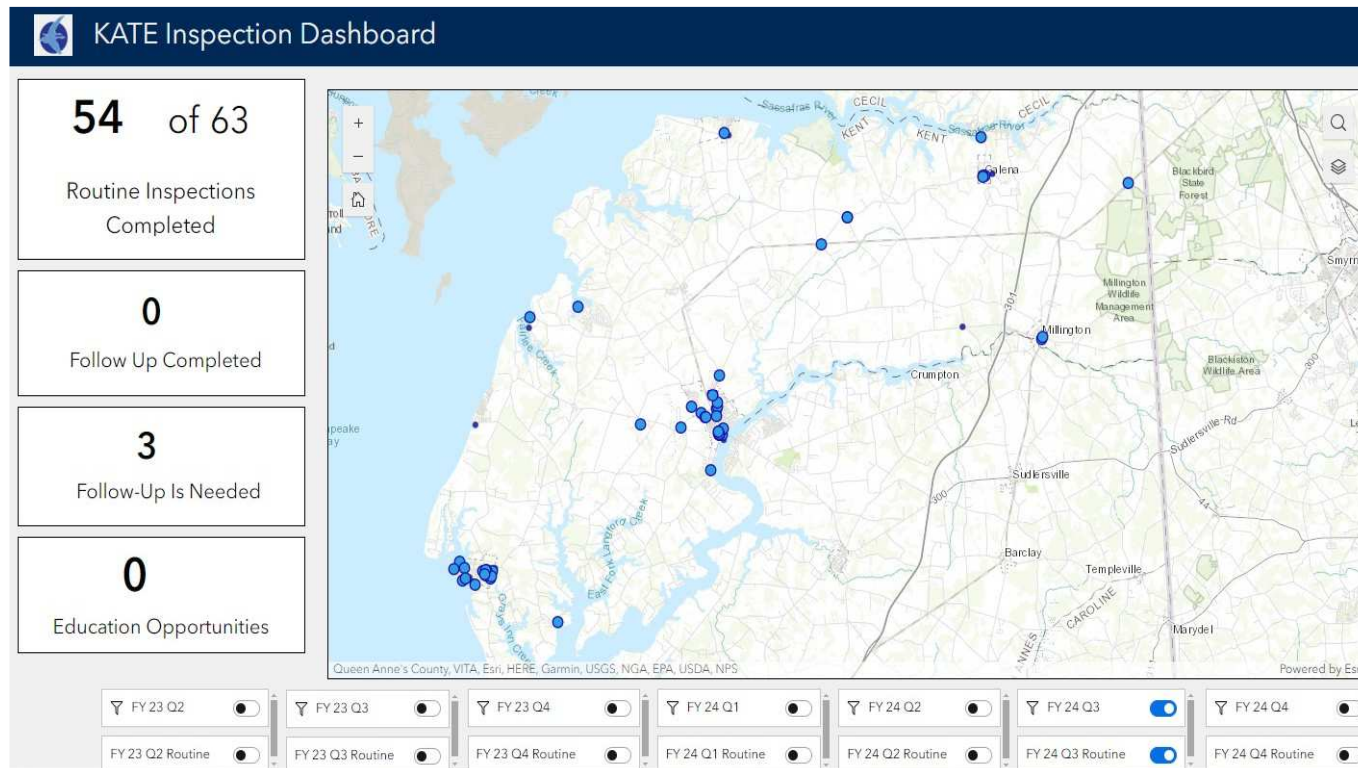
Compliance Checks:

- February 2, 2024, Compliance Checks were conducted on sixteen (16) Tobacco Establishments. The establishments were 100 % compliant. No sale of any tobacco product to the Authorized Underage Person (AUP).
- February 7, 2024, Compliance Checks were conducted on eleven (11) Tobacco Establishments. The establishments were 100% compliant. No sale of any tobacco product to the Authorized Underage Person (AUP).
- February 9, 2024, Compliance Checks were conducted on two (2) Tobacco Establishments. The establishments were 100% compliant. No sale of any tobacco product to the Authorized Underage Person (AUP).
- A total of twenty-nine (29) compliance checks were conducted on Tobacco Establishments with 100% compliance.

Recruitment:

- In the process of recruitment for responsible 18 to 20 ½-year-olds for compliance checks on tobacco retailers.
- In the process of recruitment for responsible 21- to 27-year-olds for "Mystery Shoppers" for the yellow card, and green card for alcohol establishments to make sure they are asking for Identification from their patrons.

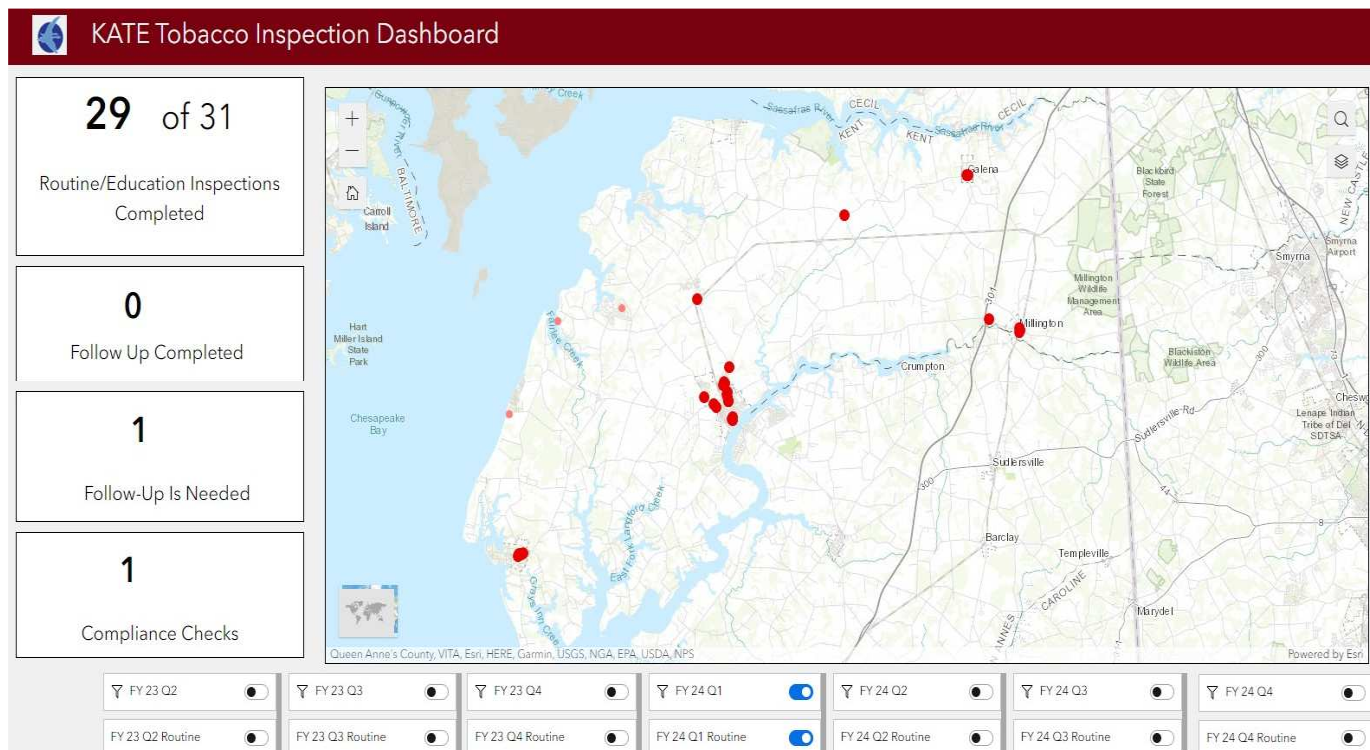
In-house GIS App = Uniform, Reliable, and Fair



04/16/24

Inspector Pearsall, Kent Alcohol Tobacco Enforcement – 3rd Quarter Update

In-house GIS App = Uniform, Reliable, and Fair



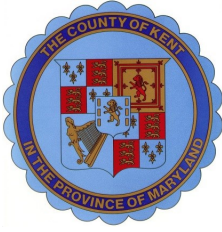
04/16/24

Inspector Pearsall, Kent Alcohol Tobacco Enforcement – 3rd Quarter Update

Questions?
Please contact me:

Bonnie S. Pearsall
Office: 410-810-2212
Cell: 443-282-5785
bspearsall@kentgov.org





Procedures For Public Comment 4/16/2024 County Commissioners Meeting

ATTACHMENTS:

Description

04.16.24 Public Comments Sign In Sheet

Procedures for Public Comment

**PUBLIC COMMENTS
SIGN IN SHEET
April 16, 2024**

NAME (please print)	ADDRESS	TOPIC



Office of The County Commissioners

Press and Public Comments

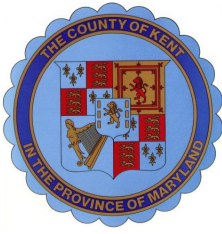
Time is allotted at the end of each meeting for the Commissioners to receive comments from the public. Anyone interested in speaking must sign up on the provided Public Comment sign-up sheet located on the table inside the meeting room.

The President of the Board will call the names of the listed individuals when it is time to speak. When making comments, individuals are asked to speak slowly, clearly, and concisely. Precede all comments with your name and address and speak only on the subject under discussion.

Comments in writing are welcomed and should be given to the staff after your presentation. Any person making personal, impertinent, or slanderous remarks, or whose speech or actions become disruptive, will be asked to leave the meeting.

Interested parties may address the Commissioners in writing at any time about any matter of County business. Written statements can be hand-delivered or mailed to:

The County Commissioners of Kent County, Maryland
400 High Street
Chestertown, MD 21620
kentcounty@kentgov.org



Kent County Board of Elections 4/16/2024 County Commissioners Meeting

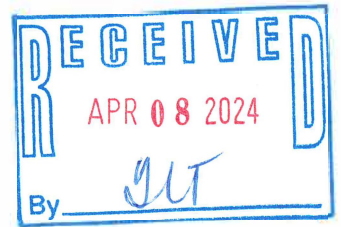
Item Summary:

Notice to the Public

ATTACHMENTS:

Description

Board of Elections Notice to the Public



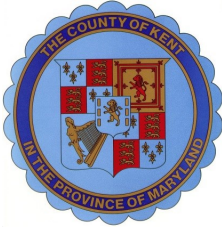
Notice to the Public

The Kent County Board of Elections will be performing the following 2024 Presidential Primary Election activities:

- **Public Demonstration – Provide Logic and Accuracy Testing documents for public inspection**
Wednesday, April 17, 2024, at 10:00 a.m.
- **Mail-in Ballot 1 Canvass**
Monday, April 22nd at 10:00 a.m.
- **Early Voting Results Canvass**
Tuesday, May 14, 2024, at 2:00 p.m.
The early voting results will not be available until after 8:00 pm.
- **Provisional Ballot Canvass**
Wednesday, May 22nd, 2024, at 10:00 a.m.
- **Mail-in Ballot 2 Canvass & Final Canvass**
Friday, May 24th, 2024, at 10:00 a.m.

Canvassing activities will take place at the Kent County Board of Elections, 135 Dixon Drive, Chestertown, MD 21620.

Additional canvass days may be needed.
Space is limited for the activities listed above.



Bill Dewey, Duck Puddle Farming Enterprises, LLC
4/16/2024
County Commissioners Meeting

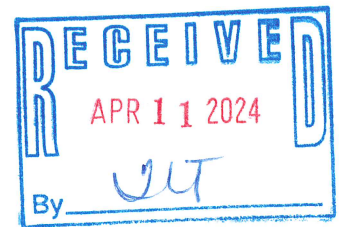
Item Summary:

Notice of Permit Application

ATTACHMENTS:

Description

04.11.24 Bill Dewey, Duck Puddle Farming Enterprises, LLC Notification Letter



Dear Property Owner or Local Official:

Duck Puddle Farming Enterprises, LLC has applied for a Permit to Appropriate and Use Waters of the State, which has been assigned permit application number

KE1999G014/04. The applicant seeks to increase an existing allocation from an annual average of 81,000 gallons of groundwater per day (gpd) and an average of 490,000 (gpd) during the month of maximum use, to an annual average of 173,000 gpd and an average of 1,053,000 gpd during the month of maximum use for crop irrigation. Water will be withdrawn from two wells in the Aquia aquifer. The project is located on the north side of Carroll Clark Road, 0.2 mile east of Blue Star Memorial Highway, Massey, Kent County, Maryland.

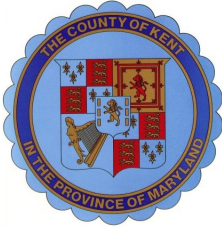
Since you are a contiguous property owner or an appropriate local official, you are being notified of this application, as required by the Maryland Annotated Code Environment Article §5-506. The Water and Science Administration (Administration) has placed your name on the "List of Interested Persons" for the above referenced project. At a later date, you will be notified when the proposed project is being published, any projected impacts, and be offered an opportunity to comment and request a public informational hearing on the matter before a decision is rendered by the State to issue or deny the permit.

The Administration has created a file for this proposed project. If you wish to review the Administration's application file or make comments on the application at this time, you may contact the Administration by mail at Water Supply Program, Source Protection and Water Appropriation Division, 1800 Washington Boulevard, Baltimore, Maryland 21230 or by phone at 410-537-3590. If you have any questions concerning the application, please contact me by phone at 302-542-9228 (applicant's phone number) or by mail at the address listed below.

Sincerely,

Bill Dewey

Duck Puddle Farming Enterprises, LLC
30396 Duck Puddle Road
Kennedyville MD 21645



Kent County Planning, Housing, and Zoning Notification 4/16/2024 County Commissioners Meeting

Item Summary:

Notice of Major Site Plan (Concept) Review and Special Exception

ATTACHMENTS:

Description

04.12.24 MDL 153 Mason Solar, LLC Major Site Plan Notification



Department of Planning, Housing, and Zoning

April 12, 2024

RE: #24-17 & #24-18 – MDL 153 Mason Solar, LLC
Major Site Plan (Concept) and Special Exception – Utility-Scale Solar Energy System in the Agriculture
Zoning District (AZD)
9425 Fairlee Road, Chestertown, Maryland

Dear Adjacent Property Owner:

On **Thursday, May 2, 2024, at 1:30 p.m.**, the Kent County Planning Commission will review an application submitted by MDL 153 Mason Solar, LLC, requesting concept site plan review and a special exception to construct a five-acre, utility-scale solar energy system in the Agriculture Zoning District (AZD). The property is located at 9425 Fairless Road, Chestertown, in the Sixth Election District.

The *Kent County Land Use Ordinance* requires the Planning Commission to review proposals to assure good arrangement and appearance, consistency with the County's Comprehensive Plan, and compliance with all County regulations. The *Kent County Land Use Ordinance* requires the Planning Commission to review the special exception application and send a recommendation to the Board of Appeals.

The Board of Appeals will hear this case and render a decision on the application at their meeting on **Monday, May 20, 2024, at 5:00 p.m.**

As an adjoining property owner, you are invited to comment on these proposals and attend the meetings on May 2, 2024, and May 20, 2024. If you have any questions concerning the applications, please contact the Department at 410-778-7423 or send an email to mcarper@kentgov.org. If you are unable to attend but are interested in participating in the meeting, citizens may listen to and/or comment on the meeting via the audio-only phone number and conference identification numbers listed below.

1. Dial **1-872-239-8359**
2. Enter Conference ID: **645 057 333#** for the **May 2, 2024**, Planning Commission Meeting
3. Enter Conference ID: **207 796 962#** for the **May 20, 2024**, Board of Appeals Hearing

Members of the public are asked to mute their phones/devices, until the Chair opens the floor for comment.

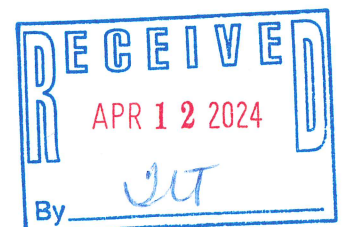
Members of the public may also watch the live video feeds and view the videos after the meetings at the County's YouTube channel: [@kentcountygovernment2757](https://www.youtube.com/@kentcountygovernment2757).

If you need communication assistance, please contact the Maryland Relay Service at www.mdrelay.org or 7-1-1 for voice/TDD.

Sincerely,

Mark Carper
Associate Planner, LEED Green Associate

Cc: Josh Spencer, PE, PMP, Pivot Energy
Edward Hastings, PMP, Becker Morgan Group





American Rescue Plan Act (ARPA) Funds Spend Plan 4/16/2024 County Commissioners Meeting

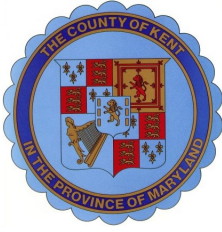
ATTACHMENTS:

Description

4-9-2024 ARPA Fund Commissioner Report

**AMERICAN RESCUE PLAN ACT FUND
AS OF COMMISSIONER MEETING MINUTES DATED
4/9/2024**

Project	Department	Project Estimate	Date Approved	Amount Approved	Date Completed
Feed the Elderly Year 1	Local Management Board	112,800	08/31/21	112,800	9/30/2022
Feed the Elderly Year 2 and 3	Local Management Board	204,115	03/08/22	204,115	
Clarifloculator Replacement Project	Water & Wastewater Fund	275,000	08/31/21	275,000	6/28/2022
Clarifloculator Replacement Project Change Order #1		2,817	01/11/22	2,817	6/28/2022
Clarifloculator Replacement Project Change Order #2		90,642	01/11/22	90,642	11/23/2022
AV System	Information Technology	71,254	10/26/21	71,254	5/17/2023
IT Software	Information Technology	27,095	10/26/21	27,095	8/10/2022
Neighborhood & Infrastructure Grants	Information Technology	258,402	12/14/21	258,402	
A/V Equipment in EOC	Emergency Operation Center	14,087	02/01/22	14,087	
SCADA Pump Station Monitoring	Water & Wastewater Fund	110,065	02/08/22	110,065	
Millington/RT301 Wastewater Treatment Feasibility Study	Water & Wastewater Fund	57,500	02/08/22	57,500	
Millington/RT301 Wastewater Conveyance System Capacity Study		9,500	09/27/22	9,500	
Tolchester Wastewater-Design Services Influent Screen	Water & Wastewater Fund	52,910	02/08/22	52,910	
Tolchester Wastewater - Bid Services and Const. Management		35,735	09/27/22	35,735	
Tolchester Wastewater Influent Screen Construction		600,914	04/25/23	600,914	
Worton WWTP Influent Lagoon Engineer Design & Bid Services	Water & Wastewater Fund	33,076	03/22/22	33,076	
Worton WWTP Influent Lagoon Engineer Const. Management		43,736	03/08/23	43,736	
Worton WWTP Lagoon Sludge Removal Contract		1,400,725	12/13/22	1,400,725	
Worton WWTP Lagoon Sludge Removal Contract Change Order #1		30,000	06/13/23	30,000	
Worton WWTP Lagoon Sludge Removal Contract Change Order #2		(486,784)	08/08/23	(486,784)	
Kennedyville Pump Station #2 Relocation Design	Water & Wastewater Fund	52,338	09/27/22	52,338	
Kennedyville Pump Station #2 Relocation Const. Management		Deferred			
Kennedyville Pump Station #2 Construction		Deferred			
Worton/Kennedyville GIS Water and Sewer Facilities Mapping	Water & Wastewater Fund	75,770	09/27/22	75,770	
Worton Vehicle Storage Building & site prep/lighting/heat	Water & Wastewater Fund	40,000	10/25/22	40,000	
Worton WWTP Solids Press Replacement Design	Water & Wastewater Fund	64,940	11/28/23	64,940	
Worton WWTP Solids Press Replacement Construction Management		20,000			
Worton WWTP Solids Press Replacement		250,000			
Sewer Jetter Camera Nozzle	Water & Wastewater Fund	14,065	04/02/24	14,065	
Major Repairs and Expenses	Water & Wastewater Fund				
Well redevelopment program		40,000	04/02/24	40,000	
Pump Stations - pump replacement program		28,000	04/02/24	28,000	
Worton Wastewater Treatment Plant - replace electrical wiring		50,000	04/02/24	50,000	
Fairlee Water Treatment Plant - design/replace actuator valve & repair piping		15,000	04/02/24	15,000	
Tolchester Wastewater Treatment Plant - replace control valves		19,000	04/02/24	19,000	
Pump Station SCADA Upgrades - convert remainder of locations		36,675	04/02/24	36,675	
Total Amount of Funds Committed		<u>\$ 3,649,377</u>		<u>\$ 3,379,377</u>	
Amount of ARPA Funds		3,766,777		3,766,777	
Balance of ARPA Funds Remaining		<u>\$ 117,400</u>		<u>\$ 387,400</u>	



Contingency and Use of Fund Balance Report 4/16/2024 County Commissioners Meeting

ATTACHMENTS:

Description

4-9-2024 Commissioner Report Contingency

**FY24 CONTINGENCY & USE OF FUND BALANCE
AS OF COMMISSIONERS MEETING MINUTES DATED**

CONTINGENCY

[illegible]

USE OF FUND BALANCE

DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION
10/31/2023	General Services	23,848	Technology software solution software to identify monitor, and collect taxes on short-term rentals
1/23/2024	Detention Center	94,377	Fill vacant Correctional Officer that was placed on hold during FY24 Budget process
2/13/2024	County Commissioners	10,000	Greenwill Consulting Group, LLC - Government relation services
TOTAL		\$ 128,225	

USE OF FUND BALANCE

Note: If expenses are not reduced or offset by the same amount of fund balance used, this will result in a decrease in fund balance below our 7.5% target.