

Tri-County Council
for the Lower Eastern Shore of Maryland
Serving Somerset, Wicomico and Worcester Counties

Executive Board Meeting Minutes
February 21, 2018

Randy Laird, Chair, called the meeting of the Tri-County Council for the Lower Eastern Shore of Maryland Executive Board to order on Wednesday, February 21, 2018, at the Tri-County Council Multi-Purpose Center in Salisbury at 6:05 p.m.

Voting Members in attendance: Ted Elder and Joe Mitrecic, Worcester County.

Non-Voting Members in attendance: Bob Culver and Laura Hurley, Wicomico County; Merrill Lockfaw, Worcester County; Mindie Burgoyne, MD Department of Commerce.

Staff in attendance: Mike Pennington, Kristie Eberly, Brad Bellacicco, John Donegan and Becca Webster.

Ms. Hurley had Mr. Larry Dodd's proxy.

A quorum was present.

On a motion by Mr. Mitrecic, seconded by Mr. Elder, the minutes of the Executive Board meeting on October 25, 2017, were approved as written.

Old Business

A. Shore Transit Update – Brad Bellacicco

The changes to the bus schedule, that began on January 2, are working well and have received positive feedback. Additional runs on the existing routes will be considered for the summer.

The advertising company that handles the ads on the buses has been changed. The new company has started selling some ads.

The Maryland Transit Administration (MTA) triennial review went well. They had seven follow up questions which are almost completed. Part 1 of the MTA Annual Transportation Plan (ATP) has been submitted and reviewed, Part 2 has been submitted and Part 3 is being drafted. The National Transit Database (NTD) update and follow up questions have been completed.

Shore Transit currently has 93 employees with 52 drivers and 2 drivers in training. Four more drivers will be needed for the summer season. A wheel chair securement class was held with 17 attendees from Shore Transit and other agencies in the area.

There are 46 vehicles in the fleet now as two buses have been retired. Two medium buses are on order from FY2018 capital funds.

The Phase III water and sewer project is progressing. The pipes are in place under Route 50, the sewer lines are in place and the pump is being installed, and the water lines are now being installed. The construction work should be completed about the end of April. The Request for Proposal (RFP) for the bus wash equipment is due next week.

B. Lower Shore Workforce Alliance (LSWA) Update – Becca Webster

A strategic plan has been developed and approved by the Workforce Investment Board (WIB). Currently working on developing a formula for distribution of funds to the counties.

LSWA staff worked with a consultant to form a lean review process.

There are now two staff members working with the youth program. The second person was added to handle the paperwork. One of the counselors has left the organization and the position will be filled by a person already on staff in another position.

Work is continuing on the shared resource agreement with the One Stop Job Market partners.

There are still some vacancies on the Workforce Investment Board (WIB), two for both Somerset and Wicomico counties and one for Worcester County.

C. “Taste of the Eastern Shore” Legislative Event – Kristie Eberly

This year there were about 525 attendees, our largest turnout to date. We had 42 sponsors and 10 individual tickets were purchased. All the sponsors were pleased and said they planned to return next year. There were some new sponsors including one who supplied the tasting glasses. The local breweries, distillery and winery samples were very popular. For the first time we ran out of Smith Island Cake. The bison meat was replaced, as the grower retired, with pulled pork which was well received. All the invoices have not yet been received but the cost is estimated to be just over \$40,000.

A suggestion was made to add a bar with non-alcoholic drinks only.

D. Revolving Loan Fund (RLF) Resolution – Mike Pennington

Still working with the consultant on RLF policies and procedures and a capitalization strategy.

Working with the Maryland Department of Housing and Community Development (DHCD) on an application for funding which can be used for RLF capitalization.

The application for the U.S. Department of Agriculture (USDA) Intermediary Relending Program (IRP), which was submitted last year, is eligible for funding for one more quarter. If it is not funded in the next quarter, the application will be revised and submitted again.

Still considering applying for Economic Development Administration (EDA) RLF funding. This is a more viable option now as it requires 1:1 matching funds.

Possibly some of the Rural Maryland Prosperity Investment Fund (RMPIF) grant will be used to capitalize the RLF. This could then be used for match for other funding sources.

New Business

A. Transportation Resolutions – Mike Pennington

MTA requires that each year the Tri-County Council approve a resolution that allows the Tri-County Council to apply for and accept funding for transit.

On a motion by Mr. Mitrecic, seconded by Mr. Elder, the Executive Board unanimously voted to approve the resolution to apply for and accept funding from the MTA for transit.

MTA requires the Tri-County Council review and authorize the completed 2018-2020 Title VI Plan.

On a motion by Mr. Mitrecic, seconded by Mr. Elder, the Executive Board unanimously voted to approve the resolution authorizing the 2018-2020 Title VI Plan.

B. FY2019 Budget – Mike Pennington

Shore Transit is expecting level funding. LSWA is expecting level funding also but this will depend on the Federal budget. RMPIF funding is in the state budget for more than last year but this will depend on the General Assembly.

Other Business

Two programs that the Tri-County Council works with, M4 Reactor and Shore Craft Beer, are both applying for USDA Rural Business Development Grants (RBDG).

Project Opportunity, a veteran entrepreneurial training program, will be receiving grants from PNC Bank and BB&T Bank. They also applied to the Small Business Association (SBA) for a veteran services grant.

The Tri-County Council Multi-Purpose Center property has a 1-1/3 acre pad site on the corner of Route 50 and Walston Switch Road. An appraisal was recently completed and the site was appraised at \$500,000. A local commercial real estate company is interested in listing it. Mr. Pennington asked the Executive Board if they were interested in selling or leasing the site. Following discussion, the Executive Board members would prefer a long term lease but are not opposed to selling the pad site.

February 21, 2018
Tri-County Council Executive Board Minutes
Page 4

On a motion by Mr. Mitrecic, seconded by Mr. Elder, the Executive Board unanimously voted to authorize Mr. Pennington to list the pad site with a commercial real estate company.

There being no further business, on a motion from Mr. Elder, seconded by Mr. Mitrecic, the meeting was adjourned at 6:45 p.m.