

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

**Executive Board Meeting Minutes**  
April 19, 2012

Sheree Sample-Hughes, 1<sup>st</sup> Vice Chair, called the meeting of the Tri-County Council for the Lower Eastern Shore of Maryland Executive Board to order on Thursday, April 19, 2012, at the Tri-County Council Multi-Purpose Center in Salisbury at 6:00 p.m.

Voting Member in attendance: Jerry Boston, Somerset County; Senator Jim Mathias.

Non-Voting Members in attendance: Doug Taylor, Somerset County; Wayne Strausburg, Wicomico County; Gerald Mason and Virgil Shockley, Worcester County.

Mr. Taylor has Mr. Craig Mathies' voting proxy. Mr. Strausburg has Mr. Rick Pollitt's voting proxy. Mr. Shockley has Mr. Merrill Lockfaw's voting proxy. Mr. Mason has Mr. Jim Purnell's voting proxy.

A quorum was present.

Staff in attendance: Mike Pennington, Kristie Eberly, John Donegan, Riggin Johnson, Kristen Kerchner and Milton Morris.

On a motion by Mr. Boston, seconded by Mr. Taylor, the minutes of the Executive Board meeting on January 18, 2012, were approved as written.

## **Old Business**

### **Shore Transit Update**

Mr. Johnson reported that Shore Transit did resume service on December 26<sup>th</sup> and had 524 passengers that day and 3,927 passengers that week.

Mr. Johnson reported that as of February 29, Shore Transit is at 64% of budget and we are 67% of the way through FY13.

Mr. Johnson stated that the maintenance facility Request for Proposal (RFP) has been done twice. The bids in the first RFP were too high but were more on target in the second round. The Maryland Transit Administration has not yet given approval to award the bid but the low bidder is a local contractor.

Mr. Johnson reported that the Shore Transit Advisory Board (STAB) has a vacancy for a representative from Wicomico County. He requested that the Executive Board appoint Mr. John Presburg, president of Bay Runner Shuttle, to fill the vacancy. On a motion by Mr. Shockley, seconded by Mr. Boston, the Executive Board unanimously voted to appoint Mr. Presburg to the STAB.

Mr. Johnson reported that Shore Transit has been asked by Wicomico County Tourism to provide a shuttle bus from Shorebird's Stadium to Winterplace Park during Pork in the Park on April 20-22. They had gotten two bids from private contractors to provide the service but the awarded bidder backed out and the other bidder declined.

Mr. Johnson noted that the Wounded Warrior Project has contacted Shore Transit to help with an upcoming event in Ocean City. OC Transit will be providing the transportation for vets to activities within the city limits and Shore Transit will be taking them to an activity outside the city.

Mr. Pennington reported that MTA needs a resolution authorizing him to apply for and execute transportation grants on behalf of the Tri-County Council. This has been done several times in the past for MTA. On a motion by Mr. Shockley, seconded by Mr. Boston, the Executive Board unanimously voted to approve the resolution to authorize Mr. Pennington to apply for and execute transportation grants on behalf of the Tri-County Council.

### **Facility Update**

Mr. Donegan reported that the building renovations are basically completed, just a few punch list items are left. The contractor for the bio-retention area in front of the building has requested that the contract be extended past the May 14<sup>th</sup> completion date. The contract has been extended to May 30.

Mr. Donegan noted that he should have the final building budget for the next Executive Board meeting.

Mr. Pennington reported that the electric bill for the facility has been unusually high. He has contacted Choptank Electric and they will be doing an energy evaluation.

### **USDA Loan**

Mr. Pennington noted that as with any renovation project there were some cost overruns and some of the funding sources were not able to pay what they had originally agreed to. As a result the Tri-County Council needs an additional \$500,000 to complete the project. With the Executive Board's approval, the U.S. Department of Agriculture (USDA) Rural Development has agreed to increase the amount of our loan by \$500,000. On a motion by Mr. Shockley, seconded by Mr. Boston, the Executive Board unanimously voted to increase the USDA loan by \$500,000.

### **Taste of the Eastern Shore Legislative Event**

Mr. Pennington reported that there were about 311 attendees at the Taste of the Eastern Shore Legislative Event. We had 29 sponsors, 4 of which were new, and sold 5 individual tickets. The total cost of the event was \$19,000. The showcasing of food products, especially the oysters, was a success. There have already been some requested to be a part of it next year.

## **New Business**

### **Facility Grand Opening**

Mrs. Eberly, reported for Mrs. Gulyas, that the Grand Opening is being planned for Monday, June 25, 2012. This date was picked due to the Maryland Municipal League (MML) Conference in Ocean City at that time.

The Ribbon Cutting will be held at 1:30 p.m. and Senator Ben Cardin has confirmed that he will attend and speak. Senator Barbara Mikulski and Governor Martin O'Malley have been invited but not yet responded. Invitations to the Ribbon Cutting will be sent to about 300 people. Following the Ribbon Cutting, tours and refreshments will be available.

There will also be a Business After Hours from 5:00-7:00 p.m. We are working with the Salisbury Chamber on this and they plan to notify their members and the other chambers in the region. Those invited to the Ribbon Cutting are also invited to the Business After Hours. The OSJM partners will be participating in both events.

### **TCC Conference Room Policy**

Mr. Pennington reported that we have been getting requests to use the conference rooms in the One Stop Job Market (OSJM). He wanted to make the Executive Board aware that we are letting county and state agencies use the rooms at no charge. At this time we are not letting community groups use the rooms. The Executive Board had no objections to this policy.

### **CEDS Meeting**

Mr. Pennington reported that the next Comprehensive Economic Development Strategy (CEDS) Committee meeting will be held on May 3 at 6:00 p.m. at Salisbury University. The CEDS Committee will be discussing the regional visioning and look at it for projects to prioritize for the CEDS document. One thing that has come out of the visioning process is the possibility of a venture capital program for the lower shore.

### **EPA Presentation**

Mr. Pennington reported that he has been contacted by the Environmental Protection Agency (EPA) about making a presentation to the Tri-County Council. The Executive Board was interested in a presentation and asked Mr. Pennington to arrange it for the next Tri-County Council meeting.

### **Joint Land Use Study**

Mr. Pennington reported that a presentation on the Joint Land Use Study (JLUS) for Patuxent River Naval Air Station has been made to Somerset County and is on the agenda for the May 1 Wicomico County Council meeting. As Worcester County is minimally affected, no presentation

will be made there.

### **Holiday Schedule for 2012-2013**

Mr. Pennington noted that the potential 2012-2013 Holiday Schedule was included in the meeting packet for the Executive Board's approval. On a motion by Mr. Shockley, seconded by Mr. Boston, the Executive Board unanimously voted to approve the 2012-2013 Holiday Schedule.

### **Other Business**

Mr. Pennington reported that a resolution is needed to close the TCCLES (Aerospace Sciences) Money Purchase Plan which was set up for HAWK when they first started up and were one of our payroll service pass-thru grants. As we no longer provide payroll service for them the plan has been discontinued and needs to be closed. Following discussion, on a motion by Mr. Shockley, seconded by Mr. Boston, the Executive Board unanimously voted to authorize the resolution to terminate the TCCLES (Aerospace Sciences) Money Purchase Plan.

There being no further business, on a motion from Mr. Boston, seconded by Mr. Shockley, the meeting was adjourned at 7:20 p.m.