

Tri-County Council

For the Lower Eastern Shore of Maryland
Serving Somerset, Wicomico and Worcester Counties

Executive Board Meeting Minutes May 14, 2014

Jim Purnell, Chair, called the meeting of the Tri-County Council for the Lower Eastern Shore of Maryland Executive Board to order on Wednesday, May 14, 2014, at the Tri-County Council Multi-Purpose Center in Salisbury at 6:05 p.m.

Voting Members in attendance: Jerry Boston, Somerset County; John Hall and Rick Pollitt, Wicomico County.

Non-Voting Members in attendance: Sheree Sample-Hughes, Wicomico County.

A quorum was present.

Staff in attendance: Mike Pennington, Kristie Eberly, Brad Bellacicco and Milton Morris.

On a motion by Mr. Boston, seconded by Mr. Hall, the minutes of the Executive Board meeting on February 3, 2014, were approved as written.

Old Business

Shore Transit Update

Mr. Bellacicco reported that the construction warranty for the maintenance facility ends in June. He has met with the contractor that built it to address some construction issues including cracks in several walls and the failure of the asphalt in the bus parking lot. He is expecting the concurrence from the Maryland Transit Administration (MTA) to start Phase 3, which includes the hook up to public water and sewer, in the next few weeks.

The Ocean City Trolley route will be starting Memorial Day weekend and run until Labor Day. The trolley runs from the Berlin Walmart to West Ocean City to Ocean Pines in one hour loops to tourist destinations in the area. The fare is \$1 each time the trolley is boarded. Several sponsors have contributed to the cost of this route.

Mr. Bellacicco is also working with the City of Salisbury and Salisbury University on a sponsored route to run between the university and downtown.

Shore Transit currently does 550 to 600 medical transports per day most of which are done for the county health departments and aging commissions. He has told them that the rate for this service will be increasing for FY15 as Shore Transit's costs have increased since the rate was last negotiated.

Due to the increased demand for medical transportation, two wheelchair accessible minivans have been ordered and are expected to arrive this week. There are also 5 small buses on order

but are not expected to arrive for a few months. Recently two small buses had to be retired from the fleet and will be used for parts.

Mr. Bellacicco reported that the maintenance shop is getting caught up on work after the head mechanic was out for several weeks due to a medical condition. He is hiring more drivers as there are currently several vacancies.

The bid to provide propane fuel for the buses was awarded to Sharp. Nine buses will be converted to use both gas and propane fuel and the new buses that are on order will arrive propane capable.

Mr. Bellacicco noted that fuel tax is refunded for fixed routes but not medical transportation. He will be talking with the Transportation Association of Maryland (TAM) about this issue.

TCC Multi-Purpose Center

Mr. Pennington reported that the building permit for the Eastern Shore Regional Library (ESRL) space has been received and work is progressing. ESRL is planning to move in July 1 and have signed a 5 year lease.

The rent for the Maryland Department of Labor, Licensing & Regulation (DLLR), the Department of Social Services (DSS) and the Tri-County Council will increase \$2.50 per sqft as of July 1, 2014, and will increase by 2% each year. With the rent increase and ESRL as a new tenant, the building should breakeven in FY15.

Mr. Pennington reported that he would like to use the line of credit to pay for the renovations to the building. On a motion by Mr. Boston, seconded by Mr. Hall, the Executive Board unanimously voted to authorize Mr. Pennington to access the line of credit for renovations to the building.

The mortgage holder, Hebron Saving Bank, will then add the \$345,000 from the line of credit to the existing mortgage and redo the mortgage based on a 30 year payback. They will also be reducing the interest rate from 6% to 5% for 18 months which will reduce the payment. Following discussion, on a motion from Mr. Hall, seconded by Mr. Boston, the Executive Board unanimously voted to authorize Mr. Pennington to renegotiate the mortgage with Hebron Saving Bank based on these terms.

New Business

LSWA Update

Mr. Morris reported that 55 Adult and Dislocated workers are enrolled or have completed training. They hope to have more participants enrolled in the program before the end of the year.

A Strategic Planning retreat for the Workforce Investment Board (WIB) is being planned for July 19th. Dr. Memo Diriker and Tammy Ditzel will be the facilitators. The WIB will get a better understanding of the Workforce Investment Act (WIA) which governs WIB policies. They will also get guidance on the local labor market in order to better understand the industries and occupations so participants are trained properly for the local job market.

Budget Amendment for FY14

Mr. Pennington explained that the Maryland Department of Business and Economic Development's (DBED) grant requires that all budget line items be plus or minus 10% of the budgeted amount. We are making some adjustments to our budget to meet this requirement. On a motion from Mr. Pollitt, seconded by Mr. Hall, the Tri-County Council Executive Board unanimously voted to accept the changes to the FY14 DBED budget as presented.

FY15 Budget

Mr. Pennington reported that the draft FY15 budget was included in the meeting packet. Funding has been confirmed by DBED, Economic Development Administration (EDA), DLLR and the counties. MTA has not confirmed the funding for Shore Transit and we are still working with some of the pass-thru grant clients. At this time no pay raises for the employees are anticipated.

Holiday Schedule for 2014-2015

Mr. Pennington noted that the TCC Holiday Schedule for 2014-2015 was included in the meeting packet for the Executive Board's approval. On a motion by Mr. Boston, seconded by Mr. Hall, the Executive Board unanimously voted to approve the Holiday Schedule for 2014-2015.

Other Business

Mr. Pennington noted that the Tri-County Council will be partnering with Somerset County Economic Development, Worcester County Economic Development, DBED and Maryland Broadband Cooperative for a tent at the Tawes Crab and Clam Bake on July 16 in Crisfield.

There being no further business, on a motion from Mr. Boston, seconded by Mr. Hall, the meeting was adjourned at 7:00 p.m.