

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

Executive Board Meeting Minutes
May 16, 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, May 16, 2018, at the Tri-County Council Multi-Purpose Center in Salisbury at 6:15 p.m.

Voting Members in attendance: John Cannon and Larry Dodd, Wicomico County; Ted Elder and Joe Mitrecic, Worcester County; Senator Jim Mathias.

Non-Voting Members in attendance: Jerry Boston, Somerset County; John Hall, Wicomico County.

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

Mr. Boston had Mr. Rex Simpkins' proxy.

A quorum was present.

On a motion by Mr. Dodd, seconded by Mr. Boston, the Executive Board unanimously voted to meet in closed session at 6:15 p.m. to discuss personnel matters permitted under the provision of Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of Maryland. Also present at the closed session was Charlotte Pittman, Human Resources Manager. The topic discussed was the hiring of the next Executive Director.

On a motion by Mr. Boston, seconded by Mr. Dodd, the Executive Board unanimously voted to adjourn the closed session at 7:00 p.m. After the closed session, the Executive Board reconvened in open session.

On a motion by Mr. Mitrecic, seconded by Mr. Dodd, the minutes of the Executive Board meeting on February 21, 2018, were approved as written.

Old Business

A. Shore Transit Update – Brad Bellacicco

Shore Transit will be flat funded for FY19 by the Maryland Transit Administration (MTA). MTA is planning to have the Operational grants out in late July but we are not expecting any payments until September or later. Matching funds from Wicomico and Worcester Counties will be used until then to cover expenses.

There are 42 vehicles in the fleet now with one retired this week. Two medium buses from FY18 capital funds are due in late summer. Hoping to get 4 or 5 medium buses and 2 or 3 small buses in FY19 Capital grants.

There are 88 employees, 45 are drivers and 4 are team leaders. There are 2 part-time drivers in training and 4 more drivers are needed.

Added an east run and a west run between Salisbury and Ocean City on Saturday morning. Also added another regional route returning from Ocean City in the afternoon.

Ridership is down. The Metropolitan Planning Organization (MPO) is going to fund a study to determine why and what can be done to change this.

The Phase III water and sewer project continues to progress. The sewer hook-up has been completed and is functioning. The water lines are being installed and work is being done in the pump house. The contractor estimates completion the end of June. Concurrence was received from MTA to award the bus wash equipment contract.

Mr. Elder asked how many buses were using each type of fuel. There are 27 dual gas and propane buses, 10 diesel buses and 5 older gas buses that won't be converted.

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

The Youth Program Coordinator, Ivonne Lomax, will be at upcoming Somerset and Worcester Counties' Commissioner meetings to talk about the youth programs.

The Workforce Investment Board has an open At-Large member position for a union representative. Mrs. Webster asked the Executive Board to appoint Mr. Nicholas Caruso who represents the IBEW on the lower shore. On a motion by Mr. Mitrecic, seconded by Senator Mathias, the Executive Board unanimously voted to approve the appointment of Mr. Caruso as an At-Large member of the Workforce Investment Board.

As a result of revisions to improve the process for enrolling applicants in the Adult and Dislocated Worker Program there has been an increase in enrollments.

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

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 this quarter, the application will be revised and submitted again.

The draft policies and procedures will be ready for review and approval at the Tri-County Council's June meeting.

Working with the Maryland Department of Housing and Community Development (DHCD) and the RLF consultant on an application for \$500,000 in funding which will be used to capitalize the RLF.

New Business

A. Transit Bus Advertisers – Brad Bellacicco

The company that handles the advertising on the buses has received several requests from medical cannabis businesses that are interested in purchasing advertisements. Mr. Bellacicco ask if the Executive Board if Shore Transit should accept this type of advertising.

Following discussion, on a motion by Mr. Dodd, seconded by Mr. Mitrecic, the Executive Board unanimously voted to refrain from cannabis advertising on the buses.

B. FY2019 Budget – John Donegan

At this time, Shore Transit is expecting level funding. LSWA is level funded for FY19. Rural Maryland Prosperity Investment Fund (RMPIF) funding is more than last year.

The utility projections in the budget include the new water and sewer costs for the building and Shore Transit.

Mr. Cannon asked why the benefits are a larger ratio of salary. Mr. Donegan said he would look at that and report at the next meeting.

C. Open Meetings Appointee – Randy Laird

To be in compliance with the Open Meetings Act the Executive Board needs to designate at least one employee, officer or member to receive training. Following discussion, on a motion by Mr. Dodd, seconded by Mr. Mitrecic, the Executive Board unanimously voted to designate Mrs. Kristie Eberly as the Open Meetings Act designee.

D. TCC Meeting Location – Mike Pennington

The TCC meeting in March was to be held in Princess Anne but was cancelled due to weather. Mr. Pennington asked the Executive Board if the June meeting should be scheduled in Somerset County or Wicomico County as originally planned. The Executive Board decided to hold the June meeting in Somerset County.

E. Forestry Field Trip – Mike Pennington

Last year Dan Rider with the Department of Natural Resources lead a trip that visited several forestry related businesses for the Mid-Shore Regional Council. He would like to do the same for the lower shore if the Tri-County Council members are interested in participating. The Executive Board members were not interested at this time but this could be a possibility for next year.

Other Business

Project Opportunity, a veteran entrepreneurial training program, applied to the Small Business Association (SBA) for the Veterans' Services Grant. Even with support from the Maryland SBA office, the grant was awarded to the incumbent provider who will be required to cover five states.

There being no further business, on a motion from Mr. Dodd, seconded by Mr. Cannon, the meeting was adjourned at 8:00 p.m.