

TEL: 410-632-1194
 FAX: 410-632-3131
 WEB: www.co.worcester.md.us



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OFFICE OF THE
 COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
 ONE WEST MARKET STREET • ROOM 1103

SNOW HILL, MARYLAND

21863-1195

WESTON S. YOUNG, P.E.
 CHIEF ADMINISTRATIVE OFFICER
 CANDACE I. SAVAGE, CGFM
 DEPUTY CHIEF ADMINISTRATIVE OFFICER
 ROSCOE R. LESLIE
 COUNTY ATTORNEY

PROCLAMATION

WHEREAS, during the 40th anniversary of Park and Recreation Month, we reflect on the lasting impact of Worcester County Recreation and Parks (WCRP) on our communities. The high-quality programs available at the Worcester County Recreation Center and at county parks and playgrounds foster lasting friendships and are essential to community health and well-being; and

WHEREAS, from July 1, 2024 – June 30, 2025 alone, 57,519 residents and visitors took part in activities hosted at the recreation center. During that same timeframe, WCRP hosted more than 175 youth and adult fitness programs and events at locations across the county. There were scheduled programs and events at the recreation center during 46 weekends, which equates to a 92% weekend building use, and at parks and fields during 30 weekends, which equates to a 77% usage.

NOW, THEREFORE, we the County Commissioners of Worcester County, Maryland, do hereby proclaim July as **Park and Recreation Month** and encourage residents to take advantage of the wealth of recreation opportunities that exist in Worcester County.

Executed under the Seal of the County of Worcester, State of Maryland, this 1st day of July, in the Year of Our Lord Two Thousand and Twenty-Five.



 Theodore J. Elder, President

 Eric J. Fiori, Vice President

 Anthony W. Bertino, Jr.

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Citizens and Government Working Together

Worcester County Sheriff's Office ITEM 2

Matthew Crisafulli
Sheriff



Nathaniel Passwaters
Chief Deputy

May 27, 2025

To: Worcester County Commissioners

From: Sheriff Matthew Crisafulli

RE: FY2026 Sex Offender Compliance and Enforcement in Maryland Grant

We request your approval of our application for the FY2026 Sex Offender Compliance and Enforcement in Maryland (SOCM) Grant in the amount of \$8,110.

If approved and awarded, grant funds will be utilized to offset overtime costs of personnel participating in sex offender monitoring activities, i.e. registering, tracking, compliance checks, charges/warrant filing.

Respectfully submitted,

A blue ink signature of Matthew Crisafulli is written over the text "Respectfully submitted,". The signature is stylized and cursive.

Matthew Crisafulli, Sheriff

“Proud to Protect, Ready to Serve”

Worcester County Sheriff's Office
One West Market Street, Room 1001
Snow Hill, MD 21863
410-632-1111- phone / 410-632-3070- fax
www.WorcesterSheriff.com

FY 2026 Sex Offender Compliance and Enforcement in Maryland Grant Program (SOCM)

Applicant: Worcester County Board of County Commissioners

Grant Application Form



Governor's Office of Crime Prevention and Policy


Submitted: 5/24/2025

Governor's Office of Crime Prevention and Policy
100 Community Place, 1st Floor Crownsville, MD
21032-2042 (410) 697-9338
Email: dlinfo_goccp@maryland.gov

www.goccp.maryland.gov
Wes Moore, Governor
Aruna Miller, Lt. Governor

Application Contents

- | | |
|---|---|
| <input checked="" type="checkbox"/> Cover Sheet | <input checked="" type="checkbox"/> Civil Rights |
| <input checked="" type="checkbox"/> Face Sheet | <input checked="" type="checkbox"/> Service Sites |
| <input checked="" type="checkbox"/> Summary / Narrative | <input checked="" type="checkbox"/> Assurances |
| <input checked="" type="checkbox"/> Budget Summary | <input checked="" type="checkbox"/> Anti-Lobbying |
| <input checked="" type="checkbox"/> Personnel | <input type="checkbox"/> Services |
| <input type="checkbox"/> Operating | <input type="checkbox"/> Equipment |
| <input type="checkbox"/> Travel | <input type="checkbox"/> Other |

Date Stamp:	OFFICE USE ONLY	
	Control Number: 	Application Number: 2025-SO-0021
	Received By:	Date:



Governor's Office of Crime Control & Prevention - Grant Application Form

FY 2026 Sex Offender Compliance and Enforcement in Maryland Grant Program (SOCM)

Applicant: Worcester County Board of County Commissioners

Project Title: WCSO FY26 SOCM Grant

Worcester

Local Government

Start Date: 07/01/2025Submitted: 5/24/2025 10:04:04 AMDUNS Number: 101119399

End Date: 06/30/2026Funding Year:SAM Expiration: 9/17/2025

Applicant:	Implementing Agency:	
Worcester County Board of County Commissioners County Government Center 1 W Market St Rm 1103 Snow Hill, MD 21863 1072 (410) 632-1194	Worcester County Sheriff's Office 1 West Market Street, Room 1001 Snow Hill, MD 21863 1069 (410) 632-1111	
FAX: (410) 632-3131	FAX: (410) 632-3070	
Authorized Official:	Elder, Theodore J. telder@co.worcester.md.us Worcester County Board of County Commissioners County Government Center 1 W Market St Rm 1103 Snow Hill, MD 21863-1072 (410) 632-1194	President FAX: (410) 632-3131
Project Director:	Tingle, Carrie catingle@co.worcester.md.us Worcester County Board of County Commissioners County Government Center 1 W Market St Rm 1103 Snow Hill, MD 21863-1072 (410) 632-1111	Worcester County Sheriff's Office Finance Administ FAX: (410) 632-3131
Fiscal Officer:	Patel, Dhara dkpatel@worcestermd.gov Worcester County Board of County Commissioners County Government Center 1 W Market St Rm 1103 Snow Hill, MD 21863-1072 (410) 632-1194	Senior Budget Accountant FAX: (410) 632-3131

Funding Summary	100.0 %	Grant Funds	\$8,110.00		
	0.0 %	Cash Match	\$0.00		
	0.0 %	In-Kind Match	\$0.00		
		Total Project Funds	\$8,110.00		

Project Summary

The Worcester County Sheriff's Office Sex Offender Registry Unit (SORU) is staffed by Deputy Sheriffs specifically responsible for registering and monitoring all registered Sex Offenders who live, work, visit, or are incarcerated in Worcester County per Maryland Criminal Procedure Articles 11-701 through 11-721. Grant funding in the amount of \$8,110 will enable these deputies to conduct necessary compliance checks and associated paperwork utilizing overtime compensation.

Overall Organization Information (Word Limit: 500)

A. The mission statement of the Worcester County Sheriff's Office is to maintain a positive working relationship with the community, build trust and confidence, and preserve peace while reducing crime and protecting the lives of citizens living and visiting in Worcester County.

B. The Worcester County Sheriff's Office was established in 1742 and is headquartered in Snow Hill, Maryland—the county seat of Worcester County. As the easternmost county in the United States, Worcester County borders both Delaware and Virginia and has direct access to the Atlantic Ocean.

Located within the same building as the Worcester County Courthouse and Government Center, the Sheriff's Office is a full-service law enforcement agency that provides 24/7 patrol services. The agency currently employs 95 sworn deputies and offers a comprehensive range of law enforcement and public safety services. These include courtroom and government building security, sex offender registration and tracking, criminal investigations, extraditions, prisoner transports, civil process service, evictions, Sheriff's sales, traffic safety enforcement, coordination with allied agencies, and oversight of the County's Animal Control and Firearms Training Facility.

The agency also leads efforts in emergency response, traffic control, and public safety initiatives, with each deputy covering approximately 175 square miles during their shifts. The Sheriff's Office is integral in serving a dual population that includes year-round residents and a significant seasonal influx of tourists, especially in coastal areas such as Ocean City.

Key achievements include the development of a highly coordinated Sex Offender Registry Unit and strong interagency collaboration to maintain criminal justice tracking and enforcement.

C. Key Organizational Information:

i. FY25 FTE: 116.3 (to include 95 sworn law enforcement officers)

ii. Organizational budget: FY25 \$17,280,865 (to include personnel salaries and benefits)

iii. Percentage of budget application requested: \$8110 - .0469%

iv. Jurisdictions: Entirety of Worcester County, including services to Berlin, Ocean City, Ocean Pines, Pocomoke and Snow Hill, Maryland, and other smaller unincorporated areas

v. Client population: The citizens of Worcester County, with a base population of approximately 52,460, and up to 300,000 seasonal visitors during the spring, summer, and fall months. The Worcester County Sheriff's Office has served this population since its founding in 1742 and continues to adapt to changing public safety demands across a diverse and expanding geographic area.

Problem Statement/Needs Justification (Word Limit: 500)

A.

i. The Worcester County Sheriff's Office Sex Offender Compliance and Enforcement Program monitors all registered Sex Offenders who live, work or visit in Worcester County to keep our community informed and safe from potential predators. The Agency also registers all Sex Offenders who are incarcerated in the Worcester County Jail and secures they are properly registered and monitored after their release.

ii. The Worcester County Sheriff's Office Sex Offender Compliance and Enforcement Program in Maryland monitors all registered Sex Offenders who live, work, or visit Worcester County to keep our community informed and safe from potential predators. The Worcester County Sheriff's Office also registers all Sex Offenders who are incarcerated in the Worcester County Jail and secures they are properly registered and monitored after their release.

iii. The Worcester County Sheriff's Office maintains a dedicated sex offender registry unit (SORU) with 2 deputies specifically assigned. The experience and knowledge of these 2 deputies ensures strict adherence to Maryland laws.

iv. There is a definite need for SOCM Grant. Worcester County currently has 92 active Sex Offender with 16 incarcerated. During the last year, (July 2024 – May 2025), the Worcester County Sheriff's Office Sex Offender Unit performed the following compliance checks.

Quarter 1 – 45 compliance checks

Quarter 2 – 14 compliance checks

Quarter 3 – 57 compliance checks - WCSO joint operation with the U.S. Marshall Service focused on compliance checks, (March 2025).

Quarter 4 - in process

v. We have experienced no barriers to spending grant funding to date. We do not anticipate any barriers to fully expending grant funds.

vi. N/A

B.

i. Yes, we received GOCCP funding in FY25

1. N/A

2.

a. FY25 Award: \$9,096

b. Funding Sources/Amounts: GOCCP SOCM Grant funding \$9,096

c. Services Provided: Registrations, compliance checks, follow up on active sex offender related investigations, obtaining warrants/charges

d. While additional funding would be utilized and appreciated, it is our understanding that the requested funding amount is set per County and not negotiable.

e. Current Award Status: Of the \$9,096 awarded, all but \$2,879.98 was expended by end of Q3. We anticipate no barriers to expending the remaining funds by the end of the grant period.

f. Delays/Adjustments: There have been no delays or adjustments in anticipated spending.

Program Purpose Area (Word Limit: 150)

Our agency's priorities align with the objectives outlined in the SOCM Grant NOFA by enhancing compliance with Maryland's sex offender registration laws. Specifically, we are committed to ensuring that individuals required to register or re-register with the Maryland Sex Offender Registry do so in a timely and accurate manner.

The SOCM grant will support our agency in adopting a data-driven approach to addressing criminal justice issues, with a particular focus on sex offender compliance. By utilizing this funding, the Worcester County Sheriff's Office will be able to increase the frequency and effectiveness of compliance checks. This, in turn, will allow for stricter enforcement of registration requirements and help foster greater public trust through enhanced community safety.

Our expectation is that the SOCM grant will significantly contribute to both improved compliance rates among registered sex offenders and stronger public confidence in the effectiveness of law enforcement efforts in Worcester County.

Project Design (Word Limit: 750)

a. The Worcester County Sheriff's Office will implement the FY26 SOCM Grant project by deploying trained and experienced Deputies to conduct in-person compliance checks on registered sex offenders. These checks will be conducted at random times to ensure accuracy and reduce the likelihood of evasion. During each compliance check, Deputies will verify the following:

1. The registered address to confirm it is the offender's current place of residence
2. Any newly established electronic identifiers, including email addresses, computer login names, screen names, instant messaging handles, and chat room identities
3. All phone numbers utilized by the offender
4. Any vehicles registered to or regularly used by the offender
5. Current employment status and information
6. Any involvement with institutions of higher education, including new enrollment or withdrawal
7. The names and information of all occupants residing with the offender

These measures will help ensure full compliance with Maryland's sex offender registration laws and promote public safety through consistent monitoring and verification.

b. Public Awareness and Engagement:

The Worcester County Sheriff's Office Sex Offender Unit informs the public about its services and activities through the agency's official website. The site provides a user-friendly platform where citizens can access information about registered sex offenders in the county. Additionally, the website offers an anonymous tip feature, enabling members of the public to submit concerns or information regarding registered sex offenders. All submissions are reviewed and addressed by the Sex Offender Unit.

c. Program Impact and Outcomes:

The Worcester County Sheriff's Office Sex Offender Unit continuously seeks to improve operational efficiency through proactive enforcement. Since July 2024, the Unit has successfully filed charges against 43 sex offenders. This enforcement success is directly attributable to the resources provided through SOCM grant funding. Specifically, the grant's overtime support has enabled Deputies to dedicate increased time to investigations, leading to faster and more thorough case resolutions.

d. Interagency Collaboration:

The Sex Offender Unit maintains strong partnerships with several allied law enforcement agencies, including the U.S. Marshals Service, Ocean City Police Department, Ocean Pines Police Department, Berlin Police Department, Snow Hill Police Department, Pocomoke City Police Department, and the Maryland State Police. These partnerships facilitate coordinated operations such as compliance checks, joint investigations, and mutual assistance for cases involving sex offender registry violations. This collaborative approach reinforces public confidence in the Sheriff's Office by demonstrating a unified commitment to the strict enforcement of sex offender laws across Worcester County.

Goals & Objectives (Word Limit: 1,500)

A. Goal: Enhance community safety by increasing sex offender compliance through proactive monitoring, investigation, and interagency coordination in accordance with Maryland and Federal sex offender registration laws.

i. Objective: Increase the number and frequency of compliance checks of registered sex offenders in Worcester County to improve enforcement and accountability among individuals required to register.

1. Project Activities: The Worcester County Sheriff's Office Sex Offender Registry Unit will:

ITEM 2

- a. Conduct in-person, unannounced compliance checks of registered sex offenders to verify the accuracy of residence, employment, online presence, vehicle ownership, contact information, and household members
- b. Investigate non-compliant offenders and pursue criminal charges when warranted
- c. Monitor high-risk offenders through enhanced oversight strategies
- d. Coordinate with allied law enforcement agencies (U.S. Marshals, Maryland State Police, and local police departments) to conduct joint operations and share compliance data
- e. Maintain communication with other jurisdictions when a registered sex offender relocates or seeks education or employment outside of Worcester County

2. Resources:

- a. Staffing: Overtime compensation for Deputies conducting compliance checks (funded through the SOCM grant).
- b. Technology: Use of mobile data systems, law enforcement databases, and reporting software (existing agency infrastructure)
- c. Partnerships: Collaboration with allied law enforcement agencies to assist with investigations, data sharing, and multi-jurisdictional compliance enforcement
- d. Grant Funding: The SOCM grant will be used exclusively for overtime compensation and fringe benefits for deputies performing these duties

3. Program Measurement: Success is measured by the number of compliance checks conducted, criminal investigations initiated, charges filed, and offender registration updates completed.

a. Performance Last Year:

- 1. 50 criminal cases were initiated against non-compliant sex offenders
- 2. 43 offenders were charged
- 3. 7 investigations remain open
- 4. Approximately 100 registered sex offenders were monitored in Worcester County
- 5. Public tips via the website were reviewed and acted upon by the Sex Offender Registry Unit

b. Expected Outputs (FY26):

- 1. A minimum of 120 compliance checks conducted (10 per month)
- 2. At least 2 joint operations conducted with partner agencies
- 3. 100% of known sex offenders contacted at least twice annually
- 4. All non-compliant offenders investigated, and appropriate charges pursued
- 5. 100% of jurisdictional transfer notifications completed within required timeframes

c. Expected Outcomes:

- 1. Increase in compliance rates among registered sex offenders
- 2. Improved public safety perception and community trust
- 3. Reduced number of non-compliant offenders due to enhanced enforcement
- 4. Strengthened coordination and information-sharing among law enforcement partners

d. Past Performance Indicators:

1. FY25 Progress Report Data:

- a. 43 charges filed against sex offenders
- b. 50 criminal investigations initiated
- c. Approximately 200 compliance checks completed (many during overtime shifts funded by the SOCM grant)
- d. Multiple joint operations conducted with partner agencies

This historical data supports our continued efforts to increase checks and investigations using grant-funded overtime.

Data Collection Plan (Word Limit: 250)

The Worcester County Sheriff's Office Sex Offender Registry Unit utilizes a Computer-Aided Dispatch (CAD) system known as OSSI (Central Square Technology) to document all sex offender-related events. OSSI automatically generates a unique event/report number for each individual occurrence, ensuring precise identification and traceability. Each entry captures critical information, including dates, times, individuals involved, and other relevant details specific to that event.

In addition to CAD documentation, the Sex Offender Registry Unit maintains a corresponding Excel spreadsheet, which serves as an internal tracking and management tool. Each entry on the spreadsheet mirrors the associated OSSI report by referencing the same event number, ensuring consistency and facilitating accurate cross-referencing. This dual-record system enhances accountability, supports data integrity, and enables efficient retrieval of sex offender compliance and enforcement activities.

Grant Personnel (Word Limit: 500)

Christopher Boyce, Deputy First Class (*Salary is budget-funded*)

Deputy First Class Christopher Boyce brings over 17 years of law enforcement experience, including 9 years with the Worcester County Sheriff's Office. He is currently assigned to the Sex Offender Registry Unit, where he conducts compliance checks, investigations, and community enforcement operations related to sex offender registration laws.

Jeannine Lampe, Deputy First Class (*Salary is budget-funded*)

Deputy First Class Jeannine Lampe has more than 25 years of experience in law enforcement, with 9 years of service at the Worcester County Sheriff's Office. As a member of the Sex Offender Registry Unit, DFC Lampe plays a key role in executing compliance checks and ensuring adherence to state sex offender laws through thorough documentation and enforcement.

Carrie Tingle, Financial Administrator (*Salary is budget-funded*)

Carrie Tingle serves as the Financial Administrator and Grants Coordinator for the Worcester County Sheriff's Office. With a 16-year background in finance and extensive experience working in governmental settings, Ms. Tingle is responsible for overseeing financial reporting, grant fund management, and ensuring compliance with fiscal requirements tied to this and other grant-funded projects.

Dhara Patel, Senior Budget Officer (*Salary is budget-funded*)

Dhara Patel serves as the Senior Budget Officer for Worcester County, where she leverages her background in finance and accounting to oversee complex grant administration and assists in the management of the county's multi-million-dollar budget. Her expertise plays a critical role in maintaining fiscal responsibility and supporting long-term financial planning across county departments.

Sustainability (Word Limit: 200)

a. N/A

b. N/A

c. The Worcester County Sheriff's Office will continue to seek Federal, State, County and local resources to continue the overtime aspect of this program after this grant period ends. The Agency will work with other local enforcement agencies to identify resources and sources of funding that may be available.

d. The Worcester County Sheriff's Office will continue to seek Federal, State, County and local resources to continue the overtime aspect of this program after this grant period ends. The Agency will work with other local enforcement agencies to identify resources and sources of funding that may be available.

Applicant Disclosure of Pending Applications Statement (Word Limit: 150)

The Worcester County Sheriff's Office does not have any pending applications submitted within the last 12 months for federally funded assistance that includes requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.

Budget Details and Spending Plan (Word Limit: 750)

a. Budget Plan

- i. The requested grant funding will supplement the Worcester County Sheriff's Office's existing budget by providing overtime compensation for Deputies conducting compliance checks on registered sex offenders throughout the county. This will allow for increased enforcement activity without compromising regularly scheduled duties.
- ii. The average overtime compensation rate for a Deputy is \$42 per hour. With an estimated 30% fringe benefit rate, the total hourly cost is approximately \$54.60. Based on the requested funding, this will provide approximately 148.5 hours of additional overtime work dedicated to sex offender compliance enforcement.
- iii. The Worcester County Sheriff's Office is requesting grant funding solely for overtime compensation and associated fringe benefits. No additional equipment, training, or administrative expenses are being requested under this grant.
- iv. N/A

b. Spending Plan: Grant funds are projected to be expended evenly across all four quarters of the grant period. This consistent distribution will ensure ongoing compliance checks and enforcement efforts throughout the duration of the project, maintaining a continuous and effective presence in the community.

Unique Entity Identifier and SAM.GOV Expiration Date

UEI/DUNS: 10-111-9399

Sam.Gov Expiration Date: 09/17/2025

Person Completing the Project Narrative

Carrie Tingle
Financial Administrator/Grants Coordinator
Worcester County Sheriff's Office
410-632-1111 x2262 Phone
410-632-3070 Fax
catingle@co.worcester,md.us

Christopher Boyce
Deputy First Class
Worcester County Sheriff's Office
410-632-1111 x2258 Phone
410-632-3070 Fax
cboyce@co.worcester,md.us



Project Budget

A. Budget Summary

	Grant Funds	Cash Match	In-Kind Match	Total Award
Personnel	\$8,110.00	\$0.00	\$0.00	\$8,110.00
Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total	\$8,110.00	\$0.00	\$0.00	\$8,110.00

ITEM 2

Category A - Personnel



Control Number:

2025-SO-0021

	Description of Position	Priority	Salary Type	Funding Type	Total
1	Deputy Overtime Compensation	1	Overtime	Grant Funds	\$6,245.00
2	Deputy Fringe Benefits Compensation	2	Fringe	Grant Funds	\$1,865.00
					\$8,110.00

1. Deputy OT compensation at approx \$42/hr
2. Deputy OT fringe benefits compensation at approx \$12.60/hr

**V. Civil Rights Requirements**

1. Civil rights contact person: Norton, Stacey - Director of Human Resources
2. Organization: Worcester County Board of County Commissioners
3. Address: County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863-1072
4. Telephone Number: (410) 632-0090
5. Number of persons employed by the organization unit responsible for implementation of this grant: 19

Project Service Sites**Site 1**

Service Site	Worcester County Sheriff's Office
Apt. Suite, No. Street	1 West Market Street, Room 1001
City	Snow Hill
State & Zip	MD 21863-1069



Certified Assurances

THE APPLICANT HEREBY ASSURES AND CERTIFIES THE FOLLOWING:

1. That Federal funds made available under this grant will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal Funds, be made available for program activities.

2. That cost sharing funds required to pay the non-Federal portion of the cost of each project, for which grant funds are made available, shall be in addition to funds that would otherwise be made available for program activities by the recipient of the grant funds and shall be provided as required in the Grant Award document.

3. That if the subrecipient has expended \$1,000,000 or more in federal funds during the entities fiscal year, a single audit has been conducted in accordance with 2 CFR §200.514 and submitted to the Federal Audit Clearinghouse (<https://www.fac.gov/>).

4. That fund accounting, auditing, monitoring, evaluation procedures and such records as the Governor's Office of Crime Prevention and Policy shall prescribe to and shall be provided to assure fiscal control, proper management and efficient disbursement of funds received.

5. That the Grantee shall maintain such data and information and submit such reports in such form, at such times, and containing such information as the Governor's Office of Crime Prevention and Policy may reasonably be required to administer the program.

6. Subrecipients will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, national origin, religion or sex in the delivery of services (42 U.S.C. § 2000d), and the DOJ implementing regulations at 28 C.F.R. Part 42, subpart C; The Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of race, color, national origin, religion, or sex in the delivery of services and employment practices (34 U.S.C. § 10228(c)(1)), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D; Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (29 U.S.C § 794), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G; Title II of the Americans with Disabilities Act of 1990, which prohibits discrimination in the delivery of services and employment practices (42 U.S.C. § 12132), and the DOJ implementing regulations at 28 C.F.R. Part 35; Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in educational programs (20 U.S.C. § 1681), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart I; The DOJ regulations on the Partnerships with Faith-based and other Neighborhood Organizations, which prohibit discrimination on the basis of religion in the delivery of services and prohibit organizations from using DOJ funding on explicitly religious activities (28 C.F.R. Part 38);

Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age in the delivery of services (42 U.S.C. § 6102), and the DOJ implementing regulation at 28 C.F.R. pt. 42, subpart I; Juvenile Justice and Delinquency Prevention Act of 1974, as amended, which prohibits discrimination on the basis of race, color, national origin, sex, and religion in the delivery of services and employment practices (34 U.S.C. § 11182 (b)), and DOJ implementing regulations at 28 C.F.R. §§ 31.202, .403 & part 42, subpart D; Victims of Crime Act of 1984, as amended, which prohibits discrimination on the basis of race, color, national origin, sex, religion, and disability in the delivery of services and employment practices (34 U.S.C. § 20110(e)), and the DOJ implementing regulation at 28 C.F.R. § 94.114; and Violence Against Women Act of 1994, as amended, which prohibits discrimination on the basis of race, color, national origin, sex, religion, disability, sexual orientation, and gender identity in the delivery of services and employment practices (34 U.S.C. § 12291(b)(13)). These laws prohibit agencies from retaliating against individuals for taking action to secure rights protected by these laws.

7. That in the event a Federal or state court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Grantee, a copy of the finding will be forwarded to the Governor's Office of Crime Prevention and Policy

8. Subrecipients receiving Federal (Safe Streets Act which authorizes VAWA), VOCA, or Title II JJDPA) Department of Justice Funding are governmental or for-profit entities, that have fifty or more employees and that receive a single award of \$25,000 or more are required to prepare and submit electronically their Equal Opportunity Plan and certification utilizing the Equal Employment Opportunity Reporting tool located on the Office for Civil Rights (OCR) website at <https://ojp.gov/about/ocr/eeop.htm>

Subrecipients receiving Federal (Safe Streets Act which authorizes VAWA), VOCA, or Title II JJDPA) Department of Justice Funding that are Medical or Educational Institution, Indian Tribe, or non profit, governmental or for-profit entities with largest individual grant received is less than \$25,000 and have less than 50 employees will need to submit an online certification form to the Office for Civil Rights (OCR) utilizing the Employment Opportunity tool at <https://ojp.gov/about/ocr/eeop.htm> but would be exempt from completing the Equal Opportunity Plan.

The Office for Civil Rights has training presentations available to recipients of OJP, OVW and COPS Office funding to assist them in meeting their federal civil rights obligations. These trainings can be accessed at www.ojp.usdoj.gov/about/ocr/assistance.htm

9. That the Grantee will comply with the provisions of the Governor's Office of Crime Prevention and Policy's General and Special Conditions for Grants. General Conditions are posted on the Governor's Office of Crime Prevention, and Policy's website (<https://gocpp.maryland.gov/grants/general-conditions/>).

10. That the Grantee will comply with the provisions of 28 CFR Part 66 applicable to grants and cooperative agreements awarded with DOJ funding.

11. Subrecipients are obligated to provide services to Limited English Proficient (LEP) individuals. Refer to the DOJ's Guidance Document. To access this document see U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (67 Federal Regulation 41455 (2002)). This regulation may be accessed at: <https://www.archives.gov/eo/laws/title-vi.html>

Effective 1/18/2024, the Moore-Miller Administration renamed the Office to the Governor's Office of Crime Prevention and Policy (GOCPP). This change does not invalidate previous, current, or future agreements or documents referencing the agency as GOCCP or GOCPPVS.

CERTIFICATION: I certify that this program will comply with the provisions set forth by the State of Maryland and the Governor's Office of Crime Control and Prevention.

Signature of Authorized Official

Date

Elder, Theodore J. - President

Name and Title



Certification Regarding Lobbying



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510 --

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with

obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted or otherwise criminally or civilly charged by a Government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph, (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminate for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 --

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about --

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

OJP FORM 4061/6 (3-91) REPLACES OJP FORMS 406/1/2, AND 406/14 WHICH ARE OBSOLETE.



(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after having received notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 312A, GSA Regional Office Building No. 3), Washington DC 20202-4571. Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted --

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance (street address, city, county, state, zip code)

Check ___ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ___ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 --

As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Applicant: Worcester County Board of County Commissioners
Address: County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863 1072

Project Title: WCSO FY26 SOCM Grant
Federal ID Number: 52-6001064

Authorized Representative: Elder, Theodore J. - President

Signature:

Signature of Authorized Official

Date

Worcester County Sheriff's Office

ITEM 3

Matthew Crisafulli
Sheriff



Nathaniel Passwaters
Chief Deputy

June 9, 2025

To: Worcester County Commissioners

From: Sheriff Matthew Crisafulli

RE: FY2026 Police Accountability, Community, and Transparency (PACT) Grant

We request your approval of our application for the FY2026 Police Accountability, Community, and Transparency (PACT) Grant in the amount of \$300,000.

If approved and awarded, grant funds will be utilized to offset the FY26 annual payment of the body worn cameras / fleet cameras contract (\$411,542.14).

Respectfully submitted,


Matthew Crisafulli, Sheriff

“Proud to Protect, Ready to Serve”

Worcester County Sheriff's Office
One West Market Street, Room 1001
Snow Hill, MD 21863
410-632-1111- phone / 410-632-3070- fax
www.WorcesterSheriff.com

**SFY 2026 Police Accountability, Community, and
Transparency (PACT) Grant Program (PACT)**

**Applicant: Worcester County Board of County
Commissioners**

Grant Application Form



Governor's Office of Crime Prevention and Policy


Submitted: 6/6/2025

Governor's Office of Crime Prevention and Policy
100 Community Place, 1st Floor Crownsville, MD
21032-2042 (410) 697-9338
Email: dlinfo_goccp@maryland.gov

www.goccp.maryland.gov
Wes Moore, Governor
Aruna Miller, Lt. Governor

Application Contents

- | | |
|---|---|
| <input checked="" type="checkbox"/> Cover Sheet | <input checked="" type="checkbox"/> Civil Rights |
| <input checked="" type="checkbox"/> Face Sheet | <input checked="" type="checkbox"/> Service Sites |
| <input checked="" type="checkbox"/> Summary / Narrative | <input checked="" type="checkbox"/> Assurances |
| <input checked="" type="checkbox"/> Budget Summary | <input checked="" type="checkbox"/> Anti-Lobbying |
| <input type="checkbox"/> Personnel | <input type="checkbox"/> Services |
| <input type="checkbox"/> Operating | <input checked="" type="checkbox"/> Equipment |
| <input type="checkbox"/> Travel | <input type="checkbox"/> Other |

Date Stamp:	OFFICE USE ONLY	
	Control Number: 	Application Number: 2025-PT-0046
	Received By:	Date:



Governor's Office of Crime Control & Prevention - Grant Application Form

SFY 2026 Police Accountability, Community, and Transparency (PACT) Grant Program (PACT)

Applicant: Worcester County Board of County Commissioners

Project Title: WCSO FY26 PACT Grant

Worcester

Local Government

Start Date: 07/01/2025

Submitted: 6/6/2025 12:00:41 PM

DUNS Number: 101119399

End Date: 06/30/2026

Funding Year:

SAM Expiration: 9/17/2025

Applicant:

Worcester County Board of County Commissioners
County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863 1072
(410) 632-1194 FAX: (410) 632-3131

Implementing Agency:

Worcester County Sheriff's Office
1 West Market Street, Room 1001
Snow Hill, MD 21863 1069
(410) 632-1111 FAX: (410) 632-3070

Authorized Official:

Elder, Theodore J.
telder@co.worcester.md.us
Worcester County Board of County Commissioners
County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863-1072
(410) 632-1194 FAX: (410) 632-3131

President

Project Director:

Tingle, Carrie
catingle@co.worcester.md.us
Worcester County Board of County Commissioners
County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863-1072
(410) 632-1111 FAX: (410) 632-3131

Worcester County Sheriff's
Office Finance Administ

Fiscal Officer:

Patel, Dhara
dkpatel@worcestermd.gov
Worcester County Board of County Commissioners
County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863-1072
(410) 632-1194 FAX: (410) 632-3131

Senior Budget Accountant

Funding Summary

100.0 %

Grant Funds

\$300,000.00

0.0 %

Cash Match

\$0.00

0.0 %

In-Kind Match

\$0.00

Total Project Funds

\$300,000.00

Project Summary

The Worcester County Sheriff's Office FY26 PACT Grant program will help to defray the annual cost of the state-mandated, unfunded body-worn camera initiative. While it is undeniably a high-cost endeavor, we have found that the body-worn camera program significantly enhances public transparency and police accountability. Additionally, it provides valuable evidentiary material for criminal prosecutions throughout Worcester County. Moreover, coordination and information sharing among allied agencies have increased dramatically, proving to be highly beneficial. Grant funding will be applied directly to the FY26 installment payment.

Overall Organization Information (Word Limit: 500)

A. Mission Statement: The mission of the Worcester County Sheriff's Office is to maintain a positive working relationship with the community, build trust and confidence and preserve peace while reducing crime and protecting the lives of citizens living in Worcester County.

B. Brief Overview: The Worcester County Sheriff's Office was established in 1742 and is in Snow Hill, Maryland, the county seat of Worcester County. As the easternmost county of the United States, Worcester County borders the Atlantic Ocean as well as both Delaware and Virginia lines. Located in the same building as the Worcester County Courthouse and government building, we are a full-service law enforcement agency that maintains around the clock patrol service. Our agency currently employs 95 sworn deputies and 28 civilian support staff.

Our agency serves in numerous law enforcement and public safety capacities, including but not limited to: constitutional duties, individual courtroom security, Court House security, Government Center security, school security for 14 public schools, security escort for Treasurer's Office, extraditions across state lines, prisoner transports in and out of county and state, sex offender registrations and tracking, criminal investigations, civil processes, evictions, Sheriff's sales, Allied Law Enforcement agencies coordination, patrol services, traffic safety, control of County Fire Police, command of Animal Control, and oversight of the County Firearms Training Facility.

C. Key Organizational Information:

i. FY25 FTE: 116.3 (to include 95 Sworn law enforcement officers)

ii. Organizational Budget: FY25 \$17,280,865 (to include personnel salaries and benefits)

iii. Percentage of Budget application requested: 1.7% (\$300,000 requested)

iv. Jurisdictions: Entirety of Worcester County, including services to Berlin, Ocean City, Ocean Pines, Pocomoke and Snow Hill, Maryland and other smaller unincorporated areas

v. Client Population: The citizens of Worcester County and the thousands of visitors who visit the county annually, specifically during the months of Spring, Summer and Fall. The base population of Worcester County is approximately 52,460 with seasonal influxes of up to an additional 300,000 visitors. On average, each deputy is responsible for approximately 175 square miles during their shift. The WCSO has served Worcester County, MD since 1742.

Problem Statement/Needs Justification (Word Limit: 500)

The Worcester County Sheriff's Office is the primary law enforcement agency serving Worcester County, Maryland. Within the county, we collaborate daily with local partner agencies, including the municipalities of Ocean City, Ocean Pines, Berlin, Snow Hill, and Pocomoke. We also work alongside the Maryland State Police, Natural Resources Police, and neighboring jurisdictions and counties to enhance regional public safety.

The Worcester County Sheriff's Office is committed to providing the highest quality law enforcement services to both residents and visitors, while fostering community relations through transparency and accountability. In compliance with the Maryland mandate requiring all law enforcement agencies to implement Body Worn Cameras (BWCs) by July 1, 2025, the Sheriff's Office began its BWC program in November 2022. To complement this program and further promote transparency, we equipped Patrol Deputies' vehicles with Axon Fleet 3 in-car video camera systems. These systems were deployed in the summer of 2023 and have significantly enhanced our overall body camera program.

Our agency serves and protects a 695-square-mile area with a year-round population exceeding 52,270 residents, as well as a substantial seasonal influx of tourists in the greater Ocean City area. The BWC program is designed to increase police accountability, public transparency, and provide critical evidentiary material to support criminal prosecutions.

The Worcester County Sheriff's Office is requesting PACT grant funding in the amount of \$300,000 to offset the FY26 installment payment of our BWC program contract. This request covers all equipment, warranties, Evidence.com software for managing digital evidence, and secure data storage.

Program Purpose Area (Word Limit: 150)

We utilize the Axon Body 3 on-person camera in conjunction with the Fleet 3 in-car camera. These devices connect via Bluetooth and Wi-Fi and can be activated in multiple ways, ensuring comprehensive coverage from various angles and perspectives of an incident.

We are currently utilizing Axon VR during annual in-service Firearms, Defensive Tactics, Taser, and De-escalation trainings.

While the cameras and equipment are state-of-the-art, the true value of the BWC program lies in the evidence management tools. The applications, software, secure data storage, security features, and ongoing technical support constitute the majority of the program's cost. These behind-the-scenes components are invaluable in managing and preserving digital evidence effectively.

Project Design (Word Limit: 750)

We began a staggered deployment of body worn cameras with our Field Services Division in January 2023. To date, a total of 105 body worn cameras and 42 in-car cameras have been issued and are currently in use. This inventory covers all sworn Deputies, Fire Marshals, and Animal Control Officers. It is important to note that only patrol vehicles are equipped with in-car camera systems. Additionally, we have deployed 73 holster-mounted signal sidearm devices that detect when a sidearm is unholstered and send a signal to all Axon cameras within a large radius, automatically activating those cameras.

We continue to train and equip new personnel as they onboard with our agency to ensure full compliance and coverage.

Our BWC program also includes a new virtual scenario-based training component, a first for our Office. This innovative training allows deputies to engage in realistic, controlled simulations of real-life situations. The goal is to enable deputies to refine and strengthen their decision-making skills, ultimately leading to successful incident resolution. The virtual training emphasizes verbal and alternative de-escalation tactics alongside use-of-force considerations, helping officers determine the safest and most appropriate response to each event.

We have received all purchased VR equipment and will soon begin Train-the-Trainer courses to prepare our instructors for this important program expansion.

Goals & Objectives (Word Limit: 1,500)

Continued Expectations of the BWC Program:

- Capturing thorough digital evidence: Recording visually and audibly all aspects and sequences of events from all possible perspectives. To date, we have gathered over 43,785.9 GB of digital evidence. This amount changes constantly as new footage is uploaded and older footage is purged from the system upon reaching the end of the retention period.
- Promotion of police accountability: Providing a clear visual and audio record of events to ensure transparency and responsibility.
- Increased community transparency: Supplying, upon request and in accordance with the Public Information Act, the visual and audio records of events to participants, outside individuals, and the media. To date, we have fulfilled 29 MPIA requests and shared approximately 4,000 pieces of digital evidence with law enforcement partners, attorneys and various governmental service entities.
- Identification of training needs: Using recorded footage to review incidents and highlight areas where additional training is necessary.
- Enhanced officer safety: Offering a physical record of events that have occurred, which can support officers in critical situations.
- Improved efficiency: Streamlining the evidence gathering and submission process through reliable digital recordings. Digital evidence, through Evidence.com, is shared on a weekly basis to allow all possible evidence to be available to the State's Attorney's Office, other agencies and local advocacy groups for quick evidence assembly.

Over 90% of case prosecutions have been assisted by BWC and Fleet 3 camera systems evidence.

Data Collection Plan (Word Limit: 250)

Output Measures - The implementation of the BWC program will immediately increase the successful prosecution of cases, resolve civilian complaints filed against deputies, and ensure the quality of service provided to the community is at the highest professional standard.

Initial Outcome Measures – Whether the event captured by the BWC is a routine call or a major incident, having the actual video and audio is paramount to the investigation. Increased solvability factors, added transparency, and professional standards of service are all residual benefits of a well-managed BWC program.

Impacts – In addition to the benefits identified previously we have already seen great value in the areas of evidence accountability, efficiency, and availability.

Grant Personnel (Word Limit: 500)

The Body Worn Camera (BWC) program for the Worcester County Sheriff's Office is overseen by Lieutenant Christopher Larmore. Lt. Larmore has served in law enforcement for 20 years and has successfully managed numerous project deployments, including ongoing technological advancements within the Office. He has supervised the agency's fleet for the past 15 years and leads the installation and rollout of the in-car camera systems.

Gregory DeGiovanni, Law Enforcement Support Specialist (salary budget funded)

Mr. DeGiovanni was hired in 2022 into one of the two newly created Law Enforcement Support Specialist positions, primarily to manage the rollout of the body worn camera program. A retired Lieutenant himself, Greg brings extensive law enforcement experience and knowledge. He provides end-user BWC training, Train-the-Trainer (TTT) courses, user support, and manages all Public Information Act inquiries from the public, media, and other agencies. He also handles evidence requests from the State's Attorney's Office, ensuring timely and accurate responses.

Sara Hara, Law Enforcement Support Specialist (salary budget funded)

Ms. Hara joined the Office in 2023, bringing a background in Emergency Services Dispatch. She provides end-user BWC training, Train-the-Trainer (TTT) courses, user support, and manages Public Information Act inquiries from the public, media, and other agencies. She also handles evidence requests from the State's Attorney's Office, ensuring timely and accurate responses.

Carrie Tingle, Financial Administrator (salary budget funded)

Ms. Tingle serves as the Financial Administrator and Grants Coordinator for the Worcester County Sheriff's Office. With a background in finance and 15 years of experience in governmental roles, she oversees financial management and grant coordination.

Dhara Patel, Senior Budget Accountant (salary budget funded)

Ms. Patel serves as the Senior Budget Accountant for Worcester County. She leverages her expertise in finance and accounting to oversee complex grant administration and assist in managing the county's multi-million-dollar budget. Her role is critical in maintaining fiscal responsibility and supporting long-term financial planning across county departments.

Sustainability (Word Limit: 200)

As this is a mandated and unfunded program, funding will need to be secured each fiscal year. Grant opportunities will continue to be researched and applied for.

Budget Details and Spending Plan (Word Limit: 750)

Total funds awarded will be expended in FY26Q1.

While the cost of implementing and maintaining the BWC program is high, we are confident that the benefits will continue to outweigh the costs.

Total cost of program equipment 2022-2026:

FY23 - \$490,261.93 - equipment, cloud storage, warranties, licenses, user accesses, software refreshes, tech support - PAID FY23

FY24 - \$411,542.12 - equipment, cloud storage, warranties, licenses, user accesses, software refreshes, tech support - PAID FY24

FY25 - \$411,542.12 - equipment, cloud storage, warranties, licenses, user accesses, software refreshes, tech support - PAID FY25

FY26 - \$411,542.12 - equipment, cloud storage, warranties, licenses, user accesses, software refreshes, tech support

FY27 - \$411,542.12 - equipment, cloud storage, warranties, licenses, user accesses, software refreshes, tech support

Applicant Disclosure of Pending Applications Statement (Word Limit: 150)

Worcester County Sheriff's Office does not have any pending applications submitted in the last 12 months for federally funded assistance that includes requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.

Unique Entity Identifier and SAM.GOV Expiration Date

UEI: 1011193990000

Sam.Gov Expiration: 09/17/2025

Person Completing the Project Narrative

Carrie Tingle
Finance Administrator/Grant Coordinator
Worcester County Sheriff's Office
410-632-1111 x2262 Phone
410-632-3070 Fax
catingle@worcestermd.gov

Greg DeGiovanni
Law Enforcement Support Specialist
Worcester County Sheriff's Office
410-632-1111 x2263
410-632-3070
gdegiovanni@worcestermd.gov



Project Budget

A. Budget Summary

	Grant Funds	Cash Match	In-Kind Match	Total Award
Personnel	\$0.00	\$0.00	\$0.00	\$0.00
Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$300,000.00	\$0.00	\$0.00	\$300,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total	\$300,000.00	\$0.00	\$0.00	\$300,000.00

ITEM 3

Category E - Equipment



Control Number:

2025-PT-0046

	Equipment	Priority	Funding Type	Quantity	Cost / Unit	Total
1	FY26 installment payment	1	Grant Funds	1	\$300,000.00	\$300,000.00
						\$300,000.00

1. Grant funds in the amount of 300,000 will help to defray the cost of the FY26 installment payment of 411,542.14.

**V. Civil Rights Requirements**

1. Civil rights contact person: Norton, Stacey - Director of Human Resources
2. Organization: Worcester County Board of County Commissioners
3. Address: County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863-1072
4. Telephone Number: (410) 632-0090
5. Number of persons employed by the organization unit responsible for implementation of this grant: 19

Project Service Sites**Site 1**

Service Site	Worcester County Sheriff's Office
Apt. Suite, No. Street	1 West Market Street, Room 1001
City	Snow Hill
State & Zip	MD 21863-1069



Certified Assurances

THE APPLICANT HEREBY ASSURES AND CERTIFIES THE FOLLOWING:

1. That Federal funds made available under this grant will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal Funds, be made available for program activities.

2. That cost sharing funds required to pay the non-Federal portion of the cost of each project, for which grant funds are made available, shall be in addition to funds that would otherwise be made available for program activities by the recipient of the grant funds and shall be provided as required in the Grant Award document.

3. That if the subrecipient has expended \$1,000,000 or more in federal funds during the entities fiscal year, a single audit has been conducted in accordance with 2 CFR §200.514 and submitted to the Federal Audit Clearinghouse (<https://www.fac.gov/>).

4. That fund accounting, auditing, monitoring, evaluation procedures and such records as the Governor's Office of Crime Prevention and Policy shall prescribe to and shall be provided to assure fiscal control, proper management and efficient disbursement of funds received.

5. That the Grantee shall maintain such data and information and submit such reports in such form, at such times, and containing such information as the Governor's Office of Crime Prevention and Policy may reasonably be required to administer the program.

6. Subrecipients will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, national origin, religion or sex in the delivery of services (42 U.S.C. § 2000d), and the DOJ implementing regulations at 28 C.F.R. Part 42, subpart C; The Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of race, color, national origin, religion, or sex in the delivery of services and employment practices (34 U.S.C. § 10228(c)(1)), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D; Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (29 U.S.C § 794), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G; Title II of the Americans with Disabilities Act of 1990, which prohibits discrimination in the delivery of services and employment practices (42 U.S.C. § 12132), and the DOJ implementing regulations at 28 C.F.R. Part 35; Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in educational programs (20 U.S.C. § 1681), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart I; The DOJ regulations on the Partnerships with Faith-based and other Neighborhood Organizations, which prohibit discrimination on the basis of religion in the delivery of services and prohibit organizations from using DOJ funding on explicitly religious activities (28 C.F.R. Part 38);

Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age in the delivery of services (42 U.S.C. § 6102), and the DOJ implementing regulation at 28 C.F.R. pt. 42, subpart I; Juvenile Justice and Delinquency Prevention Act of 1974, as amended, which prohibits discrimination on the basis of race, color, national origin, sex, and religion in the delivery of services and employment practices (34 U.S.C. § 11182 (b)), and DOJ implementing regulations at 28 C.F.R. §§ 31.202, .403 & part 42, subpart D; Victims of Crime Act of 1984, as amended, which prohibits discrimination on the basis of race, color, national origin, sex, religion, and disability in the delivery of services and employment practices (34 U.S.C. § 20110(e)), and the DOJ implementing regulation at 28 C.F.R. § 94.114; and Violence Against Women Act of 1994, as amended, which prohibits discrimination on the basis of race, color, national origin, sex, religion, disability, sexual orientation, and gender identity in the delivery of services and employment practices (34 U.S.C. § 12291(b)(13)). These laws prohibit agencies from retaliating against individuals for taking action to secure rights protected by these laws.

7. That in the event a Federal or state court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Grantee, a copy of the finding will be forwarded to the Governor's Office of Crime Prevention and Policy

8. Subrecipients receiving Federal (Safe Streets Act which authorizes VAWA), VOCA, or Title II JJDPA) Department of Justice Funding are governmental or for-profit entities, that have fifty or more employees and that receive a single award of \$25,000 or more are required to prepare and submit electronically their Equal Opportunity Plan and certification utilizing the Equal Employment Opportunity Reporting tool located on the Office for Civil Rights (OCR) website at <https://ojp.gov/about/ocr/eeop.htm>

Subrecipients receiving Federal (Safe Streets Act which authorizes VAWA), VOCA, or Title II JJDPA) Department of Justice Funding that are Medical or Educational Institution, Indian Tribe, or non profit, governmental or for-profit entities with largest individual grant received is less than \$25,000 and have less than 50 employees will need to submit an online certification form to the Office for Civil Rights (OCR) utilizing the Employment Opportunity tool at <https://ojp.gov/about/ocr/eeop.htm> but would be exempt from completing the Equal Opportunity Plan.

The Office for Civil Rights has training presentations available to recipients of OJP, OVW and COPS Office funding to assist them in meeting their federal civil rights obligations. These trainings can be accessed at www.ojp.usdoj.gov/about/ocr/assistance.htm

9. That the Grantee will comply with the provisions of the Governor's Office of Crime Prevention and Policy's General and Special Conditions for Grants. General Conditions are posted on the Governor's Office of Crime Prevention, and Policy's website (<https://gocpp.maryland.gov/grants/general-conditions/>).

10. That the Grantee will comply with the provisions of 28 CFR Part 66 applicable to grants and cooperative agreements awarded with DOJ funding.

11. Subrecipients are obligated to provide services to Limited English Proficient (LEP) individuals. Refer to the DOJ's Guidance Document. To access this document see U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (67 Federal Regulation 41455 (2002)). This regulation may be accessed at: <https://www.archives.gov/eo/laws/title-vi.html>

Effective 1/18/2024, the Moore-Miller Administration renamed the Office to the Governor's Office of Crime Prevention and Policy (GOCPP). This change does not invalidate previous, current, or future agreements or documents referencing the agency as GOCCP or GOCPPVS.

CERTIFICATION: I certify that this program will comply with the provisions set forth by the State of Maryland and the Governor's Office of Crime Control and Prevention.

Signature of Authorized Official

Date

Elder, Theodore J. - President

Name and Title



Certification Regarding Lobbying



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510 --

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with

obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted or otherwise criminally or civilly charged by a Government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph, (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminate for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 --

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about --

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

OJP FORM 4061/6 (3-91) REPLACES OJP FORMS 406/1/2, AND 406/14 WHICH ARE OBSOLETE.



(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after having received notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 312A, GSA Regional Office Building No. 3), Washington DC 20202-4571. Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted --

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance (street address, city, county, state, zip code)

Check ___ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ___ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 --

As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Applicant: Worcester County Board of County Commissioners
Address: County Government Center
1 W Market St Rm 1103
Snow Hill, MD 21863 1072

Project Title: WCSO FY26 PACT Grant
Federal ID Number: 52-6001064

Authorized Representative: Elder, Theodore J. - President

Signature:

Signature of Authorized Official

Date



Worcester County Administration

One West Market St. Room 1103 | Snow Hill MD 21863 | (410) 632-1194 | www.co.worcester.md.us

TO: Weston Young, Chief Administrative Officer
Candace Savage, Deputy Chief Administrative Officer
FROM: Lynn Wright, Senior Budget Accountant
DATE: June 24, 2025
RE: MD Broadband Cooperative ARPA Extension Request

The current ARPA Grant Agreement between Worcester County and Maryland Broadband Cooperative is set to expire on June 30, 2025. Maryland Broadband Cooperative would like to request an extension of the agreement until March 31, 2026. Please see attached memo.



June 24, 2025

Lynn Wright
Senior Budget Accountant
Worcester County
One West Market Street, Rm 1103
Snow Hill, MD 21863
Phone: 410-632-1194
Fax: 410-632-3131

Board of Directors

Mr. Tim McGaha
Chairman

Mr. Brian Roche
Vice Chairman

Mr. Nathaniel Watkins
Treasurer

Mr. Ted Book
Secretary

Mr. Tom Dennison
Director

Mr. John Hartline
Director

Ms. Susan O'Neill
Director

Mr. Greg Padgham
Director

Mr. Jeremy Sweeney
Director

Mr. Scott Warner
Director

Mr. Guy Winterberg
Director

Mr. Drew Van Dopp
President & CEO

Lynn:

We greatly appreciate the support from Worcester County and the allocation of the remaining \$100,000 in ARPA funding toward our broadband expansion project. We remain fully committed and actively engaged in completing this important initiative.

As part of our original application, the project was required to meet minimum performance standards of 100 Mbps download and between 20 Mbps and 100 Mbps upload speeds, with scalable capacity toward symmetrical 100 Mbps service. I'm pleased to share that our upgraded network infrastructure now exceeds those standards—delivering up to 100 Gigabit transport speeds and up to 10 Gigabit service to customer locations.

This newly enhanced network will serve as a critical asset to the region, facilitating economic and community development by supporting local businesses, educational institutions, healthcare services, and residents with reliable, high-speed connectivity.

Despite our progress, we have experienced delays with vendor scheduling and the timely completion of key project milestones. These challenges have impacted our ability to meet the original completion timeline.

Accordingly, we respectfully request an extension of the project deadline to March 31, 2026, to allow for full completion and proper closeout of the project.

Thank you again for your continued partnership.

Tim Hayes
Vice President of Finance
Maryland Broadband Cooperative, Inc.



Worcester County Economic Development
100 Pearl Street, Suite B | Snow Hill MD 21863 | (410) 632-2144 | www.ChooseMarylandsCoast.org

MEMORANDUM

TO: Worcester County Commissioners
CC: Weston Young CAO; Candace Savage, Deputy CAO
FROM: Melanie Pursel, Director, Office of Tourism and Economic Development
DATE: June 17, 2025
RE: The Community Foundation of the Eastern Shore's Women's Grant Fund

The Community Foundation of the Eastern Shore's Women's Grant Fund has awarded Worcester County Economic Development a \$3,000.00 grant. This funding will support the planning and execution of an empowering afternoon workshop and seminar designed specifically for women in business across Worcester County and the surrounding region. We are requesting authorization to accept these funds with our department's electronic signature.

Should you have any questions, please feel free to contact me.

A handwritten signature in black ink, appearing to read "MPursel".



*FY25 Women's Fund Grant Application
Worcester County Economic Development | Burke, Michele*

By accepting this grant, the Grantee agrees to the below listed terms:

GRANTEE PUBLICITY

Grants approved by the Women's Fund may be featured in Foundation publications, releases, and promotions to include but not limited to print, video, digital, and to area media outlets. Grantees agree to;

- Acknowledge funding support by the Women's Fund at CFES
- Grant permission to the Community Foundation of the Eastern Shore to publicize the grant in conjunction with the grantee's organization name.
- Indemnify and hold the Women's Fund/CFES harmless against any claims, damages, liabilities, losses, and expenses arising out of or in connection with the use of the granted funds.

EXPENDITURE OF FUNDS

This grant is to be used only for the purpose described above and in accordance with the approved budget. **The program is subject to modification only with the Foundation's prior written approval.**

The grantee shall return to the Foundation any unexpended funds:

1. At the end of the grant period, or
2. If the Foundation determines that the grantee has not performed in accordance with this agreement and approved program/budget, or
3. If the grantee loses its exemption from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

No funds provided by the Foundation may be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than through making available the results of nonpartisan analysis, study, and research.

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued there under.

By accepting this grant, your organization certifies to the Community Foundation that no tangible benefit, goods, or services are received by any individual or entities connected with the Community Foundation.

Expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date and may be incurred only as necessary to carry out the purposes and activities of the approved program.

The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.

No person in the United States shall, on the basis of actual or perceived race, color, religion, national origin, sex, gender identity (as defined in paragraph 249(c)(4) of title 18, United States Code), sexual orientation, marital or parental status, political affiliation, military service, physical or mental ability, or any other improper criterion be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made

**FY25 Women's Fund Grant Application
Worcester County Economic Development | Burke, Michele**

available by the community foundation, and any other program or activity funded in whole or in part with funds appropriated for grants, cooperative agreements, and other assistance administered by the community foundation.

REPORTS TO THE FOUNDATION

Completion of a Grantee Performance Report and a financial accounting expenditure of this money are required as a condition of this grant. An interim report may be required. Final reports are always required at the end of one year from the award date. The final report must include copies of receipts, invoices, payroll records, and/or contracts totaling the full amount of the grant. All documents should be combined into a single PDF file to upload into the report form. Report(s) will be due as noted on the application dashboards in e-Grants. For more detailed reporting requirements by grant program, refer to the reporting requirements document found in the grantee toolkit at www.cfes.org/granteetoolkit.

As part of the Foundation's ongoing efforts to ensure the most efficient and effective use of grant dollars, the Foundation reserves the right to request additional information on the status and success of the program. In addition to responding to such requests for written documentation, the Grantee also agrees to respond to Foundation requests for a follow-up site visit, if deemed appropriate by the Foundation, to assess the impact of the grant.

****NOTE: Please see your award notification e-mail (sent via e-mail from admin@communityforce.com) for additional details and stipulations specific to individual awards!****

If you have any questions about these guidelines, please contact us at (410) 742-9911.

Amount Awarded:	FY25 Women's Fund Grant Application Awarded On 05-22-2025, \$3,000
*Required:	I understand the reporting requirements for this grant and that my organization will not be eligible to receive additional grants while any reports are overdue.
*Please sign to acknowledge you have reviewed the above grant agreement:	Michele Burke 6/17/2025 9:48 AM
*Please enter the date below:	5/23/2025

Interim Report

Interim Report	
Grant Amount:	FY25 Women's Fund Grant Application Awarded On 05-22-2025, \$3,000
*Grantee Organization:	
*Number of people actually served through this grant funding:	
Number of Volunteers who served during this project:	
Number of Volunteer Hours recorded for project:	
*Direct funding support leveraged through our grant funds:	

*FY25 Women's Fund Grant Application
Worcester County Economic Development | Burke, Michele*

By accepting this grant, the Grantee agrees to the below listed terms:

GRANTEE PUBLICITY

Grants approved by the Women's Fund may be featured in Foundation publications, releases, and promotions to include but not limited to print, video, digital, and to area media outlets. Grantees agree to;

- Acknowledge funding support by the Women's Fund at CFES
- Grant permission to the Community Foundation of the Eastern Shore to publicize the grant in conjunction with the grantee's organization name.
- Indemnify and hold the Women's Fund/CFES harmless against any claims, damages, liabilities, losses, and expenses arising out of or in connection with the use of the granted funds.

EXPENDITURE OF FUNDS

This grant is to be used only for the purpose described above and in accordance with the approved budget. **The program is subject to modification only with the Foundation's prior written approval.**

The grantee shall return to the Foundation any unexpended funds:

1. At the end of the grant period, or
2. If the Foundation determines that the grantee has not performed in accordance with this agreement and approved program/budget, or
3. If the grantee loses its exemption from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

No funds provided by the Foundation may be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than through making available the results of nonpartisan analysis, study, and research.

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued there under.

By accepting this grant, your organization certifies to the Community Foundation that no tangible benefit, goods, or services are received by any individual or entities connected with the Community Foundation.

Expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date and may be incurred only as necessary to carry out the purposes and activities of the approved program.

The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records consistent with generally accepted accounting practices.

No person in the United States shall, on the basis of actual or perceived race, color, religion, national origin, sex, gender identity (as defined in paragraph 249(c)(4) of title 18, United States Code), sexual orientation, marital or parental status, political affiliation, military service, physical or mental ability, or any other improper criterion be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made

Amount Awarded: FY25 Women's Fund Grant Application Awarded On 05-22-2025, \$3,000

*Required:

Select Option(s)



I understand the reporting requirements for this grant and that my organization will not be eligible to receive additional grants while any reports are overdue.

*Please sign to acknowledge you have reviewed the above grant agreement:

Michele Burke

6/17/2025 9:48 AM

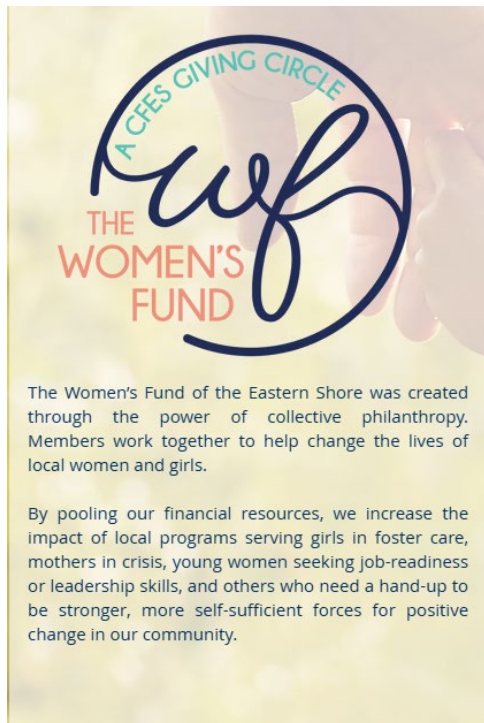
Enter your name as **"Michele Burke"** to Confirm your Electronic Signature.

*Please enter the date below:

5/23/2025



Please click on the calendar icon to enter date in (mm/dd/yyyy e.g., 06/17/2025 format).





Worcester County Recreation & Parks

6030 Public Landing Road | Snow Hill MD 21863 | (410) 632-2144 | www.PlayMarylandsCoast.org

MEMORANDUM

TO: Weston S. Young, Chief Administrative Officer
Candace Savage, Deputy Chief Administrative Officer
FROM: Kelly Rados, Director of Recreation & Parks
DATE: June 23, 2025
SUBJECT: Greenspace Equity Program Grant

The Recreation & Parks Department is requesting permission to accept a Greenspace Equity Program Grant in the amount of \$100,000 to develop a walking trail at John Walter Smith Park. The grant is administered through Maryland Department of Natural Resources and is 100% reimbursable.

The JWS walking trail project will develop a 1.2-mile passive walking trail, utilizing porous surfacing to protect the environment while creating passive recreation opportunities. The project is consistent with our 2022 Land Preservation, Parks and Recreation Plan.

The Greenspace Equity Program is a new program that provides grant funding to eligible applicants for enhancing the public health and livability of overburdened and underserved communities by implementing projects to preserve, create, and enhance community greenspace. Projects include, but aren't limited to, community gardens, community gathering open space areas, community woodlands, green networks, trails, and urban farms.

cc: Jacob Stephens, Deputy Director Recreation & Parks



Wes Moore, Governor
Aruna Miller, Lt. Governor
Josh Kurtz, Secretary
David Goshorn, Deputy Secretary

June 11, 2025

Via Electronic Delivery to

Kelly Rados
Director
Worcester County
krados@co.worcester.md.us

RE: GEP-23-1 John Walter Smith Park Walking Trail
Worcester County, Worcester County

Dear Kelly Rados:

It gives me great pleasure to inform you that the Board of Public Works has approved your request for Greenspace Equity Program (GEP) funds on June 11, 2025 for the above referenced project. This establishes the start date for project funding. A copy of the agenda item is attached for your reference.

You may proceed with this project after we meet to go over your project and GEP program requirements. When the project commences, please contact me so that arrangements can be made to coordinate reimbursement.

Thank you for your interest in improving the quality of our parks and recreation for the citizens of Maryland. It is a pleasure to be able to provide these funds and to assist you with this important project. If I may be of further assistance, please contact me at 443-510-4572 or by email at stephanie.benavides1@maryland.gov.

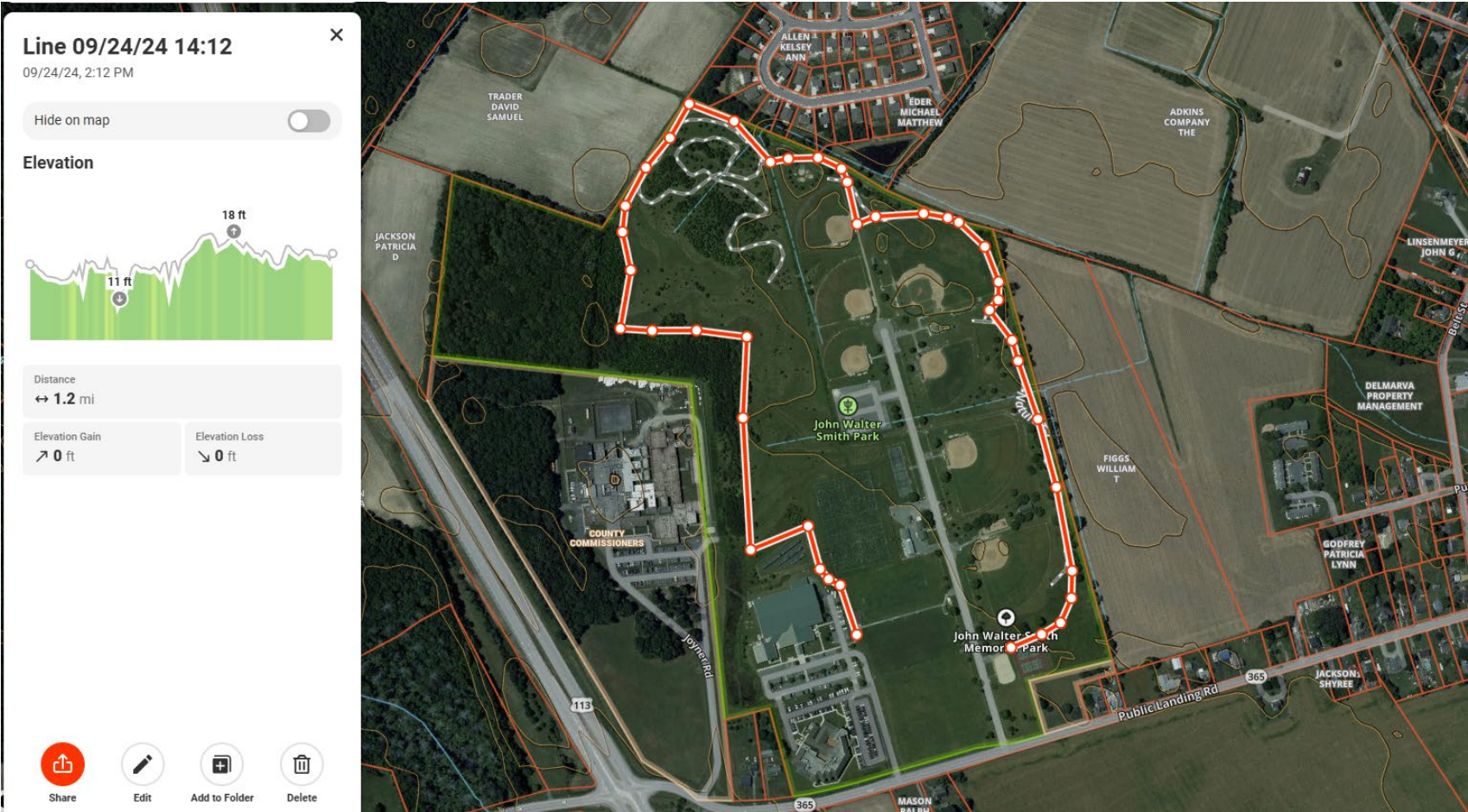
Sincerely,

Stephanie Benavides
Greenspace Equity Program Administrator
Land Acquisition and Planning Unit

Attachments

Area Map

Site Plan



Red line depicts trail location at John Walter Smith Park



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1201
SNOW HILL, MARYLAND 21863
TEL: 410.632.1200 / FAX: 410.632.3008

<http://www.co.worcester.md.us/departments/drp>

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

MEMORANDUM

TO: Weston S. Young, Chief Administrative Officer
FROM: Jennifer K. Keener, AICP, Director
DATE: June 23, 2025
RE: Grant Acceptance request – Maryland SolarAPP+ Implementation Grant Program

The Maryland Energy Administration (MEA) has awarded Worcester County DRP a \$7,000 grant to cover the implementation costs associated with SolarAPP+, an application developed by the National Renewable Energy Laboratory (NREL). The funds will allow us to recoup the costs associated with the mandatory implementation of the solar residential rooftop plan review software under the 2024 Brighter Tomorrow Act (SB 783).

I am requesting your approval to accept the grant award. A non-binding commitment letter was signed to allow the state to encumber the funds in FY25 pending Commissioner approval of the grant award. A DocuSign link will be forwarded to County Administration for the President's signature of the complete grant agreement.



Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul G. Pinsky, Director

05/27/2025

Worcester County, Maryland
1 West Market St, Government Center Room 1105
Snow Hill, Maryland 21863
52-6000998
Jennifer Keener
Director

Maryland SolarAPP+ Implementation Grant Program
Grant No. 2025-02-512S8
\$7,000.00
July 1, 2026

Worcester County SolarAPP+ Implementation

Re: Award Notification and Commitment of Funds for Fiscal Year 2025

Dear Jennifer,

The Maryland Energy Administration (“MEA”) through this letter (“Award Letter”) notifies you that Worcester County (“Applicant”) has been awarded a grant in the amount of \$7,000.00 (“Award”) for the proposal submitted in the application dated March 4, 2025 to the Maryland SolarAPP+ Implementation Grant Program (“Program”), subject to the conditions described below.

This Award Letter is being offered to fund the integration of SolarAPP+ as a ‘stand-alone’ system into Worcester County’s existing electrical permitting process.

MEA may rescind this Award if the Applicant does not agree to comply with all Program requirements set forth in the Funding Opportunity Announcement (FOA), the Grant Agreement General Provisions, and the Additional Terms and Conditions stated below. In addition, the Award is conditioned on the execution of a Grant Agreement between MEA and the Applicant within the time frame MEA will specify.

Prior to execution of the Grant Agreement, grant funds are subject to change in amount and availability. Additionally, for situations where the scope of work is not part of the Funding Opportunity Announcement, the Applicant and MEA must develop a scope of work, which will be incorporated into the Grant Agreement. Unless MEA agrees otherwise in writing, MEA will not reimburse the Applicant for any costs incurred prior to execution of the Grant Agreement.

The following constitute Additional Terms and Conditions of this Award:

1. Deadline for Execution of Award Letter

The Applicant shall return this fully executed Award Letter to MEA no later than June 10, 2025 unless MEA extends this deadline.

2. Assignment

This Award is not assignable or transferable. Any change to the Applicant's name, federal tax identification number, or mailing address may invalidate this Award.

3. Merger

No statements, agreements, or representations, oral or written, that have been made to the Applicant or to any employee or agent of the Applicant, either by MEA or by an employee or agent acting on behalf of MEA, with respect to the Program or this Award, shall be of any force or effect, except to the extent stated in this Award Letter. This Award may not be changed except by written agreement signed by MEA.

4. Governing Law

(a) This Award shall be governed by and construed under the laws of the State of Maryland.

(b) If any term, covenant, or condition of this Award is held to be invalid, illegal, or unenforceable in any respect, this Award shall be construed without such provision to the fullest extent possible and shall remain in full force and effect.

5. Survival of obligations

The obligations the Applicant agrees to in executing this Award Letter shall survive the execution of the Grant Agreement. In the event of any conflict between this Award Letter and the Grant Agreement, the Grant Agreement shall prevail.

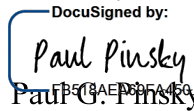
Emma Stoney serves as the grant manager for this Program and will contact you soon to execute the Grant Agreement. Emma can be reached via email at emma.stoney@maryland.gov.

Congratulations to your organization on its successful proposal.

NOTE: THIS IS A BINDING LEGAL DOCUMENT. IF YOU HAVE QUESTIONS CONCERNING ANY OF ITS PROVISIONS, YOU SHOULD CONSULT YOUR LEGAL COUNSEL BEFORE EXECUTING THIS DOCUMENT.

[Signature Page to Follow]

Sincerely,

DocuSigned by:
 6/12/2025
FB50AEDD5C4A83...
Paul C. Pinsky

Director
MARYLAND ENERGY ADMINISTRATION

ACCEPTED:

Signed by:

C59FDA2742A34BC...

Jennifer Keener
Director
Worcester County

Attachments:

1. Attachment A: Grant Agreement General Provisions Version 3 for Fiscal Year 2025
2. Attachment B: Maryland SolarAPP+ Implementation Program Funding Opportunity Announcement

cc: Emma Stoney



Worcester County Government

One West Market Street | Room 1103 | Snow Hill MD 21863-1195

(410) 632-1194 | (410) 632-3131 (fax) | admin@co.worcester.md.us | www.co.worcester.md.us

MEMORANDUM

TO: Worcester County Commissioners
FROM: Nicholas W. Rice, Procurement Officer
DATE: July 1, 2025
RE: Request to Purchase – Field Groomers

Recreation and Parks is requesting to purchase two Toro field groomers. The purchase has been quoted by Turf Equipment and Supply Company through their cooperative contract with Sourcewell. The total purchase amount is \$63,067.09. Please see the attached quote for additional information. The Sourcewell contract provides the County with a discount in the amount of \$16,941.10.

Funding was approved in the FY26 operating budget under account 100.1602.500.9010.070 - Capital Equipment Heavy Equipment, in the amount of \$63,550.

Sourcewell is a cooperative purchasing organization that competitively awards purchasing contracts on behalf of itself and its participating agencies. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services.

Should you have any questions, please feel free to contact me.



June 10, 2025

Mr. Darcy Billetdeaux, Parks Superintendent
 Worcester County Recreation and Parks
 Email: dbilletdeaux@co.worcester.md.us

Dear Darcy,

As requested, I am pleased to quote you the following prices. All prices include full service set up and delivery but no applicable state sales tax and are good through July 31, 2025. Terms are 1% 10 days, net 30 or financed. The pricing uses the current Sourcewell contract 031121-TTC.

2 Toro Infield Pro 5040 with:

- 18 HP B&S Vanguard gas engine
- Three wheel drive
- Mid tool bar with solid tine toolbar carbide tipped
- Rear drag mat carrier system with steel drag mat
- Two-year/1500 hour warranty

Toro MSRP	\$74,176
Sourcewell Price	\$57,857.28
Surcharge 5%	\$2,892.86
 Total	 \$60,750.14

JESSUP

8015 Dorsey Run Rd
 Jessup, MD 20794
 800.827.3711

WEST CHESTER

16 Hagerty Blvd
 West Chester, PA 19382
 888.384.8676

FAIRFAX

2825 B & C Dorr Ave
 Fairfax, VA 22031
 703.573.2977

FRANKFORD

33180 Dupont Blvd
 Frankford, DE 19945
 302.732.9290

Optional drag mat carrier with coco mat

MSRP	\$2,829
Sourcewell	\$2,206.62
Surcharge	\$110.33

Total	\$2,316.95
-------	------------

If you have any questions or need any additional information please don't hesitate to contact me.

Best regards,

Mike Minard, TSPC
Territory Manager

TEL: 410-632-5623
 FAX: 410-632-1753
 WEB: co.worcester.md.us



Worcester County
DEPARTMENT OF PUBLIC WORKS
 6113 TIMMONS ROAD
 SNOW HILL, MD 21863

DALLAS BAKER JR., P.E.
 DIRECTOR

CHRISTOPHER CLASING, P.E.
 DEPUTY DIRECTOR

MEMORANDUM

TO: Weston S. Young, P.E. Chief Administrative Officer
 Candace Savage, CGFM Deputy Chief Administrative Officer
 FROM: Dallas Baker, Jr., P.E., Director *Dallas Baker Jr*
 DATE: June 23, 2025
 SUBJECT: Hotel Road Speed Study

Public Works is requesting Commissioner approval to reduce the speed on Hotel Road from 50 mph to 40 mph. Currently, Hotel Road is not posted; therefore, a speed limit of 50 mph governs. A concerned citizen reached out regarding speeding concerns on Hotel Road, in response Roads Division conducted a speed study which yielded the following results:

- Number of Vehicles: 3,103
- Average Speed: 43.1 mph
- 85th Percentile: 50 mph
- Vehicles >50 mph: 553 or 17.8%

The study was conducted on June 16, 2025, thru June 23, 2025. A copy of the study is attached.

After investigating this request and the area involved, Public Works recommends this road be posted at 40 mph. There are several sharp turns along this road and a crash history at the turns. Advisory speed signs have been installed recommending 25 mph at the turns. This posting would allow the Sheriff's Department to provide enforcement of the speed limit sign to control any speeding related issues.

Please let me know if there are any questions.

Attachment

cc: Kevin Lynch

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/16/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	0	0	0	0	1	1	4	1	0	1	0	0	0	8
7:00	0	0	0	1	1	7	13	10	2	2	0	0	0	36
8:00	0	0	0	0	3	8	13	14	5	0	0	0	1	44
9:00	0	0	0	0	0	5	6	11	3	0	0	0	0	25
10:00	0	0	0	0	1	5	10	11	5	0	0	0	0	32
11:00	1	0	0	0	0	4	10	7	3	3	2	0	0	30
12:00 PM	0	1	0	0	3	7	11	13	4	0	1	0	0	40
1:00	0	0	0	0	1	7	15	9	2	4	1	0	0	39
2:00	0	0	0	1	0	1	16	12	1	2	0	0	0	33
3:00	0	0	0	0	0	4	4	4	7	0	1	0	0	20
4:00	0	0	0	0	2	2	2	1	1	0	0	0	0	8
5:00	0	0	0	0	0	4	4	1	0	0	0	0	0	9
6:00	0	0	0	0	1	2	2	0	0	0	0	0	0	5
7:00	0	0	0	0	0	2	3	1	0	0	0	0	0	6
8:00	0	0	0	1	0	2	1	0	0	1	0	0	0	5
9:00	0	0	0	0	0	0	1	2	0	0	0	0	0	3
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	1	1	0	3	14	61	115	97	33	13	5	0	1	344

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/17/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	1	2	0	0	0	0	0	3
3:00	0	0	0	0	0	3	5	2	0	0	0	0	0	10
4:00	0	0	0	0	1	8	6	17	6	2	0	0	1	41
5:00	0	0	0	2	1	4	11	11	6	0	0	0	0	35
6:00	0	1	0	2	1	4	10	4	2	4	1	0	0	29
7:00	1	0	0	0	0	6	6	7	1	1	1	0	0	23
8:00	0	0	0	0	4	8	13	7	5	0	0	0	0	37
9:00	0	0	0	0	1	5	8	10	7	0	0	0	0	31
10:00	0	0	0	0	1	12	4	8	1	1	0	0	0	27
11:00	0	0	0	2	2	9	7	6	3	2	0	0	0	31
12:00 PM	0	0	0	0	2	4	7	9	1	3	1	3	0	30
1:00	0	0	0	0	1	8	12	9	4	2	3	0	2	41
2:00	0	0	0	0	0	5	9	7	2	2	0	0	2	27
3:00	0	0	0	0	2	4	7	5	4	0	0	0	0	22
4:00	0	1	1	0	0	3	8	2	2	0	1	0	0	18
5:00	0	0	0	0	0	0	4	2	2	0	0	0	0	8
6:00	0	0	0	0	2	1	4	1	0	1	0	0	0	9
7:00	0	0	0	0	1	0	2	1	0	0	0	0	0	4
8:00	0	0	0	0	1	1	1	0	0	1	0	0	0	4
9:00	0	0	0	0	2	0	0	0	0	0	0	0	0	2
10:00	0	0	0	1	0	0	2	2	0	0	1	0	0	6
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	2	1	7	22	85	127	112	46	19	8	3	5	438

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/18/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
2:00	0	0	0	0	1	0	0	2	1	0	0	0	0	4
3:00	0	0	0	1	1	1	3	3	1	0	0	0	0	10
4:00	0	0	0	0	0	3	9	9	4	0	0	1	0	26
5:00	0	0	0	0	2	1	11	8	9	2	0	1	0	34
6:00	0	0	0	0	2	3	8	6	3	1	0	0	0	23
7:00	1	0	0	0	1	10	13	7	3	4	0	0	0	39
8:00	0	0	0	0	8	5	8	3	6	0	1	0	0	31
9:00	0	0	0	0	3	10	7	7	5	0	1	0	0	33
10:00	0	0	0	3	3	3	17	10	1	3	0	0	0	40
11:00	0	0	0	0	2	1	8	11	6	0	0	0	0	28
12:00 PM	0	0	0	0	0	3	12	10	2	3	0	1	0	31
1:00	0	0	0	2	2	2	12	14	3	2	0	0	0	37
2:00	0	0	0	0	0	4	12	10	7	2	0	0	1	36
3:00	0	1	3	0	1	3	10	3	5	0	0	0	0	26
4:00	0	0	0	0	1	4	8	2	2	2	0	0	0	19
5:00	0	0	0	0	1	3	2	3	0	1	0	0	0	10
6:00	0	0	0	1	3	5	6	1	0	0	0	0	0	16
7:00	0	0	0	0	0	1	0	1	0	0	0	0	0	2
8:00	0	0	0	0	0	1	0	1	1	0	0	0	0	3
9:00	0	0	0	1	1	0	1	0	0	0	0	0	0	3
10:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
11:00	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Total	1	1	3	8	32	64	148	111	59	21	2	3	1	454

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/19/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	1	0	0	0	1
1:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	2	2	0	0	0	0	4
3:00	0	0	0	0	1	0	1	2	2	0	0	0	0	6
4:00	0	0	0	0	0	4	4	10	5	0	0	0	0	23
5:00	0	1	0	0	1	10	8	15	5	2	0	0	0	42
6:00	1	0	0	1	2	3	11	6	6	0	1	0	0	31
7:00	0	0	0	0	0	9	15	7	4	1	0	0	0	36
8:00	0	0	0	1	0	2	10	4	5	2	0	0	0	24
9:00	2	2	1	1	2	6	7	10	1	0	0	0	0	32
10:00	0	0	0	0	2	4	13	9	3	2	0	0	0	33
11:00	0	2	1	0	4	8	11	10	3	0	0	0	0	39
12:00 PM	0	1	0	0	0	6	5	7	10	1	0	0	0	30
1:00	0	0	0	0	2	1	6	10	8	3	0	0	0	30
2:00	2	1	0	0	1	4	18	5	6	2	2	0	0	41
3:00	0	0	0	0	3	7	11	9	6	1	0	0	0	37
4:00	0	0	0	0	2	4	4	4	4	2	0	0	1	21
5:00	41	16	6	2	1	2	6	1	0	2	0	0	0	77
6:00	20	6	0	1	1	1	6	1	0	0	0	0	0	36
7:00	0	0	0	0	1	0	0	2	1	0	0	1	0	5
8:00	0	0	0	0	0	2	0	1	1	0	0	0	0	4
9:00	0	0	0	1	0	1	1	1	0	0	0	0	0	4
10:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
11:00	0	0	0	0	0	0	1	1	1	0	0	0	0	3
Total	66	29	8	7	24	74	139	117	73	19	3	1	1	561

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/20/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	1	1	0	0	0	0	2
3:00	0	1	0	0	0	0	1	2	1	0	0	0	0	5
4:00	1	0	0	0	3	4	3	5	4	0	0	0	0	20
5:00	0	0	1	0	2	9	12	13	3	2	1	0	0	43
6:00	0	0	0	0	5	5	9	3	3	1	1	0	0	27
7:00	0	0	0	0	2	6	11	5	4	3	0	0	0	31
8:00	0	0	0	3	0	9	9	12	3	1	0	0	0	37
9:00	0	0	3	1	2	6	12	5	3	1	0	0	0	33
10:00	0	0	0	0	3	7	8	7	4	2	1	0	0	32
11:00	0	0	0	0	3	10	14	9	7	3	0	0	0	46
12:00 PM	0	2	0	1	2	4	6	13	8	1	0	0	0	37
1:00	0	0	0	0	3	4	10	7	6	1	0	1	0	32
2:00	0	0	0	0	1	8	13	11	7	2	1	0	0	43
3:00	0	0	0	1	2	4	9	10	7	0	1	0	0	34
4:00	0	0	0	1	0	6	2	9	4	2	0	0	0	24
5:00	0	0	0	0	2	8	4	3	1	1	2	0	0	21
6:00	0	0	0	1	3	6	3	2	1	0	0	0	0	16
7:00	0	0	0	0	0	1	3	4	0	0	0	0	0	8
8:00	0	0	1	0	0	0	3	1	0	0	0	0	0	5
9:00	0	0	0	0	0	2	0	1	0	0	0	0	0	3
10:00	0	0	0	0	2	0	0	0	1	0	0	0	0	3
11:00	0	0	0	0	0	1	2	0	0	0	0	0	0	3
Total	1	3	5	8	35	100	134	123	68	20	7	1	0	505

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/21/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	3	0	0	0	0	0	3
4:00	0	0	0	0	1	3	0	3	0	0	0	0	0	7
5:00	0	0	1	0	1	3	4	4	0	1	0	0	1	15
6:00	1	0	0	0	2	3	7	3	4	1	0	0	0	21
7:00	0	0	0	0	2	5	8	6	6	1	0	0	0	28
8:00	0	0	0	0	1	4	11	10	1	1	0	0	0	28
9:00	1	0	0	0	1	12	14	14	1	4	0	0	0	47
10:00	0	0	0	1	2	9	17	14	9	1	4	0	0	57
11:00	1	0	0	0	5	11	15	13	5	2	0	0	0	52
12:00 PM	1	0	0	0	0	7	6	9	0	1	0	0	0	24
1:00	0	0	0	1	2	9	13	9	3	1	1	0	1	40
2:00	0	1	0	0	3	7	12	7	3	0	0	0	0	33
3:00	0	0	1	3	2	3	5	9	2	0	1	0	0	26
4:00	0	0	0	0	2	3	7	6	3	1	1	0	0	23
5:00	0	0	0	1	2	5	3	4	3	1	0	0	0	19
6:00	0	0	0	0	2	0	2	2	4	2	1	0	0	13
7:00	0	0	0	0	0	1	2	2	2	1	1	0	0	9
8:00	0	0	0	0	1	1	4	1	2	1	0	0	0	10
9:00	0	0	0	2	0	2	6	4	2	0	0	0	0	16
10:00	0	0	0	0	2	0	0	2	0	0	0	0	0	4
11:00	0	0	0	1	0	1	1	1	0	0	0	0	0	4
Total	4	1	2	9	31	89	137	127	50	19	9	0	2	480

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025

End Date: 6/23/2025

Hotel Road (East/West)

Hotel Road (East/West)

0.000000

Direction: Combined

6/22/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	1	0	1	0	1	0	1	0	0	0	4
1:00	0	0	0	0	0	0	0	0	0	0	1	0	0	1
2:00	0	0	0	0	0	0	2	1	0	0	0	0	0	3
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	1	4	0	0	0	0	0	0	0	5
5:00	0	0	0	0	0	0	3	0	2	0	0	1	0	6
6:00	0	1	1	0	0	4	2	2	0	0	0	0	0	10
7:00	0	0	0	0	0	2	6	1	3	0	1	0	0	13
8:00	0	1	0	0	2	2	8	2	5	0	0	0	0	20
9:00	0	1	0	1	1	2	3	3	3	1	0	1	0	16
10:00	0	0	1	1	2	4	7	6	2	3	2	0	0	28
11:00	1	0	0	1	2	2	11	1	1	0	0	0	0	19
12:00 PM	0	0	0	0	0	4	8	6	1	3	0	0	0	22
1:00	0	0	0	0	0	5	9	3	1	2	0	0	1	21
2:00	0	0	0	0	1	6	8	6	5	0	0	0	0	26
3:00	0	0	0	1	2	6	10	9	5	1	0	1	0	35
4:00	0	0	0	0	0	4	2	6	3	0	0	0	0	15
5:00	0	0	0	0	0	4	4	4	1	1	1	0	0	15
6:00	0	0	0	0	1	6	4	4	1	0	0	0	0	16
7:00	0	0	0	0	0	2	3	1	1	0	0	0	0	7
8:00	0	0	0	0	1	3	3	1	1	0	0	0	0	9
9:00	0	0	0	0	0	3	1	2	1	0	0	0	0	7
10:00	0	0	2	1	1	0	3	2	0	0	0	1	0	10
11:00	0	0	0	0	1	2	0	0	3	0	0	0	0	6
Total	1	3	4	6	15	66	97	61	39	12	5	4	1	314

Worcester County DPW - Roads Division

ITEM 9

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Hotel Road (East/West)

Start Date: 6/16/2025
End Date: 6/23/2025
Hotel Road (East/West)
Hotel Road (East/West)
0.000000

Direction: Combined

6/23/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	0	0	0	1	2	0	3	0	0	0	0	0	6
1:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	0	0	1	2	0	4	0	0	0	0	0	7
Grand Total	75	40	23	48	174	541	897	752	368	123	39	12	11	3103

Stats

Percentile	15th
Speed	36
Mean Speed (Average)	43.1
10 MPH Pace Speed	39-48
Number in Pace	1703
Percent in Pace	55.0%
Number > 50 MPH	553
Percent > 50 MPH	17.8%

TEL: 410-632-5623
 FAX: 410-632-1753
 WEB: co.worcester.md.us



Worcester County
DEPARTMENT OF PUBLIC WORKS
 6113 TIMMONS ROAD
 SNOW HILL, MD 21863

DALLAS BAKER JR., P.E.
 DIRECTOR

CHRISTOPHER CLASING, P.E.
 DEPUTY DIRECTOR

MEMORANDUM

TO: Weston S. Young, P.E. Chief Administrative Officer
 Candace Savage, CGFM Deputy Chief Administrative Officer
 FROM: Dallas Baker, Jr., P.E., Director *Dallas Baker Jr*
 DATE: June 23, 2025
 SUBJECT: Tindley Road Speed Study and Acorn Road

Public Works is requesting Commissioner approval to reduce the speed on Tindley Road from 50 mph to 40 mph. Currently, Tindley Road is not posted; therefore, a speed limit of 50 mph governs. A concerned citizen reached out regarding speeding concerns on Tindley Road, in response Roads Division conducted a speed study which yielded the following results:

- Number of Vehicles: 911
- Average Speed: 35.0 mph
- 85th Percentile: 43 mph
- Vehicles >50 mph: 33 or 3.6%

The study was conducted on June 3, 2025, thru June 10, 2025. A copy of the study is attached.

After investigating this request and the area involved, Public Works recommends this road be posted at 40 mph. This posting would allow the Sheriff's Department to provide enforcement of the speed limit sign to control any speeding related issues.

In addition, Public Works is recommending reducing the speed on Acorn Road, which is currently not posted and is adjacent to Tindley Road. Acorn Road is a dead-end road, approximately 1,100 feet long, 12 foot wide, with residential homes along it. It is recommended to post Acorn Road 25 mph.

Please let me know if there are any questions.

Attachment

cc: Kevin Lynch

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/3/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	0	0	0	0	0	0	0	0	0	2	0	0	0	2
7:00	0	0	0	4	1	1	2	0	0	0	0	0	0	8
8:00	0	0	0	3	3	0	2	0	1	1	0	0	0	10
9:00	0	0	4	1	1	0	1	1	0	0	0	0	0	8
10:00	0	0	0	1	1	1	0	0	1	0	0	0	0	4
11:00	0	0	1	1	1	0	4	0	0	0	0	0	0	7
12:00 PM	0	0	0	1	3	5	2	0	0	0	0	0	0	11
1:00	0	0	0	0	2	2	2	2	0	1	0	0	0	9
2:00	0	0	1	4	1	4	3	1	0	0	0	0	0	14
3:00	0	0	2	0	2	1	2	0	1	0	0	0	0	8
4:00	0	0	0	1	1	0	1	0	0	0	0	0	0	3
5:00	0	0	1	1	1	0	0	1	0	0	0	0	0	4
6:00	0	0	0	0	1	2	0	1	0	0	0	0	0	4
7:00	0	0	0	1	1	1	1	0	0	0	0	0	0	4
8:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
9:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	9	18	20	18	20	6	3	4	0	0	0	98

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/4/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
4:00	0	0	0	2	1	1	1	0	0	0	0	0	0	5
5:00	0	0	0	3	3	4	1	0	0	1	0	0	0	12
6:00	0	0	0	1	2	2	0	2	0	0	0	0	0	7
7:00	0	0	1	1	0	0	4	1	0	0	0	0	0	7
8:00	0	0	0	1	4	2	2	1	0	0	0	0	0	10
9:00	0	0	0	1	0	3	3	0	0	0	0	0	0	7
10:00	0	0	0	1	3	1	3	0	0	0	0	0	0	8
11:00	0	0	0	4	5	1	2	0	0	0	0	0	0	12
12:00 PM	0	0	0	0	2	1	1	3	2	0	0	0	0	9
1:00	0	0	0	2	3	2	3	2	0	0	0	0	0	12
2:00	0	0	0	0	1	2	3	0	2	0	0	0	0	8
3:00	0	0	2	4	2	7	3	3	0	0	0	0	0	21
4:00	0	0	0	0	4	4	3	1	1	0	0	0	0	13
5:00	0	1	0	1	3	5	4	1	0	0	0	0	0	15
6:00	0	0	0	2	3	3	1	0	0	0	0	0	0	9
7:00	0	0	0	1	0	1	0	0	0	0	0	0	0	2
8:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:00	0	0	0	1	0	0	0	0	1	0	0	0	0	2
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
Total	0	1	3	26	36	40	34	14	6	1	0	0	0	161

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/5/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	1	0	2	0	0	0	0	0	0	0	3
4:00	0	0	2	0	3	1	0	0	0	0	0	0	0	6
5:00	0	0	0	2	3	4	1	0	0	1	0	0	0	11
6:00	0	0	1	0	2	4	3	1	0	0	0	0	0	11
7:00	0	0	3	3	2	3	2	1	0	0	0	0	0	14
8:00	0	0	1	0	3	1	1	1	0	0	0	0	0	7
9:00	0	0	0	1	3	2	1	2	0	0	0	0	0	9
10:00	0	0	0	2	4	1	2	1	0	0	0	0	0	10
11:00	0	1	1	3	6	4	0	0	0	0	0	0	0	15
12:00 PM	0	0	1	3	2	3	0	0	0	0	0	0	0	9
1:00	0	0	0	1	2	4	0	1	0	0	0	0	0	8
2:00	0	0	0	2	2	4	1	0	0	0	0	0	0	9
3:00	0	0	2	4	1	5	2	0	1	0	0	0	0	15
4:00	0	0	0	1	3	3	2	1	0	0	0	0	0	10
5:00	0	0	1	1	1	4	2	0	0	0	0	0	0	9
6:00	0	0	0	0	0	3	0	0	0	0	0	0	0	3
7:00	0	0	0	0	1	1	0	2	0	0	0	0	0	4
8:00	0	0	0	0	4	0	0	0	0	0	0	0	0	4
9:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	1	12	24	42	49	17	10	1	1	0	0	0	157

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/6/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	2	1	1	0	0	0	0	0	0	0	4
5:00	0	0	1	1	2	2	1	0	0	0	0	0	0	7
6:00	0	0	0	1	2	4	1	0	0	0	0	0	0	8
7:00	0	0	0	0	2	0	3	1	0	0	0	0	0	6
8:00	0	0	0	4	0	5	1	0	1	0	0	0	0	11
9:00	0	0	1	0	0	2	2	0	0	0	0	0	0	5
10:00	3	0	1	1	0	0	1	0	0	0	0	0	0	6
11:00	0	0	0	0	0	4	1	0	1	0	0	0	0	6
12:00 PM	3	0	1	1	3	2	2	2	0	0	0	0	0	14
1:00	0	0	0	0	1	3	3	0	0	0	0	0	0	7
2:00	0	0	0	0	0	7	0	1	0	0	0	0	0	8
3:00	0	0	0	0	1	2	1	0	0	0	0	0	0	4
4:00	0	0	0	3	1	5	0	1	0	0	0	0	0	10
5:00	0	0	0	2	1	1	2	0	0	0	0	0	0	6
6:00	0	0	0	0	0	2	1	0	0	0	0	0	0	3
7:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
8:00	0	0	0	1	0	1	2	1	0	0	0	0	0	5
9:00	0	0	0	1	0	2	1	0	0	0	0	0	0	4
10:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
11:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	6	0	6	17	15	43	22	6	2	0	0	0	0	117

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/7/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	1	1	0	1	0	0	0	0	0	3
6:00	0	0	0	1	1	0	0	0	0	0	0	0	0	2
7:00	0	0	1	0	1	1	3	2	0	0	0	0	0	8
8:00	0	0	0	0	0	3	0	0	0	0	0	0	0	3
9:00	0	0	0	1	2	0	1	0	1	0	0	0	0	5
10:00	1	0	0	0	0	1	1	1	0	0	0	0	0	4
11:00	0	0	0	0	0	3	1	0	1	0	0	0	0	5
12:00 PM	0	0	0	0	1	3	2	2	0	0	0	0	0	8
1:00	1	1	2	2	3	4	1	0	1	0	0	0	0	15
2:00	0	0	0	1	5	2	0	1	0	0	0	0	0	9
3:00	0	0	0	1	2	2	2	0	1	0	0	0	0	8
4:00	0	0	0	1	0	4	0	1	0	0	0	0	0	6
5:00	0	0	0	1	1	2	2	0	0	0	0	0	0	6
6:00	0	1	0	0	0	2	0	1	0	0	0	0	0	4
7:00	0	0	0	2	0	0	0	0	0	0	0	0	0	2
8:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:00	0	0	0	1	0	0	1	1	0	0	0	0	0	3
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	2	2	4	11	17	28	14	10	4	0	0	0	0	92

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/8/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
7:00	0	0	0	3	0	0	1	0	1	0	0	0	0	5
8:00	0	0	0	1	1	1	2	0	0	0	0	0	0	5
9:00	0	0	0	1	0	3	0	1	0	0	0	0	0	5
10:00	0	0	1	2	3	5	7	3	0	0	0	0	0	21
11:00	0	0	0	0	0	1	2	1	1	0	0	0	0	5
12:00 PM	0	0	3	5	4	5	2	1	0	0	0	0	0	20
1:00	0	0	0	2	3	0	0	0	1	0	0	0	0	6
2:00	0	0	0	1	0	0	5	0	1	0	0	0	0	7
3:00	0	0	0	1	1	2	3	2	0	0	0	0	0	9
4:00	1	0	0	1	2	1	0	1	0	0	0	0	0	6
5:00	0	0	0	1	2	0	0	0	1	0	0	0	0	4
6:00	0	1	0	2	2	2	0	0	0	0	0	0	0	7
7:00	0	0	0	0	0	1	2	1	0	0	0	0	0	4
8:00	0	0	0	0	0	3	0	0	0	0	0	0	0	3
9:00	0	0	0	0	1	0	1	0	0	0	0	0	0	2
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	1	4	20	19	26	25	10	5	0	0	0	0	111

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/9/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	Total
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
6:00	0	0	1	1	1	0	2	0	0	0	0	0	0	5
7:00	0	0	0	0	2	3	1	2	0	0	0	0	0	8
8:00	0	0	0	2	3	2	0	1	0	0	0	0	0	8
9:00	0	0	2	4	0	3	1	1	2	0	0	0	0	13
10:00	0	1	1	1	5	1	2	0	0	0	0	0	0	11
11:00	0	0	1	0	1	1	0	0	0	0	0	0	0	3
12:00 PM	0	0	0	4	2	3	0	0	0	0	0	0	0	9
1:00	0	0	4	1	3	7	3	2	0	0	0	0	0	20
2:00	0	0	0	1	0	0	1	1	0	0	0	0	0	3
3:00	0	0	1	1	9	3	1	1	0	0	0	0	0	16
4:00	0	0	0	1	1	5	2	0	1	0	0	0	0	10
5:00	0	0	1	1	1	2	0	1	1	0	0	0	0	7
6:00	0	0	0	0	1	2	1	1	0	0	0	0	0	5
7:00	0	0	0	0	2	1	0	0	0	0	0	0	0	3
8:00	0	0	0	0	1	1	0	1	0	0	0	0	0	3
9:00	0	0	0	1	1	1	0	0	0	0	0	0	0	3
10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	1	11	19	33	35	14	11	4	0	0	0	0	128

Worcester County DPW - Roads Division

ITEM 10

5764 Worcester Highway

Snow Hill, MD 21863

410-632-2244

Location 1: Tindley Road (South/North)

Start Date: 6/3/2025

End Date: 6/10/2025

Tindley Road (South/North)

Tindley Road (South/North)

0.000000

Direction: Combined

6/10/2025	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	1	0	1	0	0	0	0	0	0	0	2
6:00	0	0	1	1	2	2	3	0	0	0	0	0	0	9
7:00	0	0	0	1	2	1	1	1	0	0	0	0	0	6
8:00	1	0	1	2	3	2	2	0	0	0	0	0	0	11
9:00	0	0	3	2	5	2	2	2	2	0	0	0	0	18
10:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	1	0	6	7	12	8	8	3	2	0	0	0	0	47
Grand Total	10	6	55	142	194	247	154	70	27	6	0	0	0	911

Stats

Percentile

15th

50th

85th

95th

Speed

27

35

43

48

Mean Speed (Average)

35.0

10 MPH Pace Speed

32-41

Number in Pace

449

Percent in Pace

49.0%

Number > 50 MPH

33

Percent > 50 MPH

3.6%

TEL: 410-632-5623
 FAX: 410-632-1753
 WEB: co.worcester.md.us



Worcester County
DEPARTMENT OF PUBLIC WORKS
 6113 TIMMONS ROAD
 SNOW HILL, MD 21863

DALLAS BAKER JR., P.E.
 DIRECTOR

CHRISTOPHER CLASING, P.E.
 DEPUTY DIRECTOR

TO: Weston Young P.E., Chief Administrative Officer
 Candace Savage, CGFM, Deputy Chief Administration Officer
FROM: Dallas Baker Jr., P.E., Director *Dallas Baker Jr*
DATE: June 23, 2025
SUBJECT: Citizen Scrap Tire Drop off Day

Public Works - Solid Waste Recycling Division is requesting Commissioner approval to hold a Citizens Scrap Tire Drop off event. The event will be held Saturday, October 4, 2025, at the Worcester County Landfill. Citizens will be able to drop off their tires between the hours of 8 am and 1 pm. This event is for Worcester County residents only and is not open to any area businesses. We will only accept passenger and light truck tires. No agricultural tires will be accepted. Participating residents will be permitted to deliver up to a maximum of ten (10) scrap tires per vehicle, with one trip per resident limit. Advertising will appear in the County's newspapers, as well as The Daily Times. In the past three years, we have had 206 vehicles take advantage of this event, with 30 tons of tires being diverted from being dumped on the landfill or on the side of the highway. There is \$35,000 in FY 26 Recycling budget for Tire Recycling (account 100.1206.6700.620).

Please let me know if there are any questions.

Cc: David Candy, Landfill Superintendent
 Bob Keenan, Recycling Manager
 Edward Sargent, Recycling Crew Leader
 Chris Clasing, Deputy Director



DALLAS BAKER JR., P.E.
DIRECTOR

Worcester County
DEPARTMENT OF PUBLIC WORKS
6113 TIMMONS ROAD
SNOW HILL, MD 21863

CHRISTOPHER CLASING, P.E.
DEPUTY DIRECTOR

TO: Weston S. Young, P.E., Chief Administrative Officer
Candace Savage, CGFM, Deputy Chief Administrative Officer
FROM: Christopher S. Clasing, P.E., Deputy Director *chs cf*
DATE: June 23, 2025
SUBJECT: Water & Wastewater Division – Sanitary Sewer Overflows
Settlement Payment to MDE

Public Works is requesting Commissioner approval to pay the Maryland Department of the Environment (MDE) a total of \$3,054 to settle 4 sanitary sewer overflow (SSO) violation fines that occurred between January 2024 through August 2024. On April 8th, 2025, the Department of Public Works (DPW) received a letter from MDE requesting comments or concerns on the 4 different sanitary sewer overflow events. Three of the events occurred in the Ocean Pines Sanitary Service Area and one of the events occurred in the Mystic Harbour Service Area. Public Works responded April 21st, 2025 with comments on each of the overflow events, three were caused by aging pipe material and one due to a manhole blockage. On June 16th, 2025, DPW received the attached letter with an offer to settle for a payment of \$3,054 to MDE. Since none of the SSO events were related to weather or contractor error, all were subject to the fine.

Adequate funding to pay the settlement offer is available in the FY 26 budget in the following amounts/accounts:

- \$2,715 - Ocean Pines Service Area Account #555.8003.6500.030
- \$339 – Mystic Harbour Service Area Account #545.6500.030

If you have any questions, please feel free to contact me.

Attachments

cc: Dallas Baker, Jr., P.E., Director
Tony Fascelli, W/WW Superintendent
Quinn M. Dittrich, Enterprise Fund Controller



Maryland
Department of
the Environment

Wes Moore, Governor
Aruna Miller, Lt. Governor

Serena McIlwain, Secretary
Suzanne E. Dorsey, Deputy Secretary
Adam Ortiz, Deputy Secretary

JUN 16 2025

CERTIFIED MAIL / ELECTRONIC MAIL

Dallas Baker Jr., P.E., Director of Public Works
Worcester County
6113 Timmons Road
Snow Hill, Maryland 21863

Re: Worcester County Sanitary Sewer Overflows, AI# 31416
Compliance/Enforcement Assessment, Offer to Settle
[Response Requested within 14 days]

Dear Mr. Baker:

The Maryland Department of the Environment, Water and Science Administration, Compliance Program (Department) has reviewed the reports of sanitary sewer overflows (SSOs) submitted by Worcester County (County) pursuant to Code of Maryland Regulations (COMAR) 26.08.10 for the period of January 2024 through December 2024, as well as the email correspondence and associated documentation dated April 21, 2025, from Mr. Tony Fascelli, Water & Wastewater Superintendent, regarding the SSOs that occurred during the aforementioned time period. The Department has determined that four (4) unlawful discharges to the ground surface or waters of the State occurred from the County's sanitary sewer collection system, in violation of Section 9-322 of the Environment Article, *Annotated Code of Maryland* and regulations promulgated thereunder.

The Department acknowledges corrective actions were taken in response to each SSO event as described in the County's response dated April 21, 2025, and that the areas surrounding the SSOs were cleaned and restored in a timely manner. However, the Department has determined that a penalty is warranted for the SSOs described in the enclosed attachment.

Please be advised that the Department is authorized, in accordance with the provisions of Section 9-342 of the Environment Article, to seek administrative penalties of up to \$10,000 per day up to a maximum of \$100,000 and civil penalties of up to \$10,000 per day for water pollution violations. After careful consideration of the facts regarding this matter and the statutory factors that we must consider in assessing penalties, the Department has determined that the County could be liable for the maximum civil penalty under the law for each reported sanitary sewer overflow. **However, prior to filing a formal enforcement action in this case, in an attempt to provide a timely and equitable resolution to this matter, the Department is offering Worcester County an opportunity to settle, without admission of liability or concession, with a penalty payment in the amount of \$3,054.**

The Department requests that you notify Mr. Arno Laud, Deputy Program Manager, Compliance Program at (410) 537-3510 or by email at mde.wsaenforcement@maryland.gov **within fourteen (14) days** if the County wishes to settle this matter. Upon mutual acceptance of this settlement offer,

Mr. Dallas Baker, AI# 31416

an invoice payable to the Maryland Department of the Environment will be mailed to you under separate cover. If payment is made in accordance with the conditions established herein, this matter will be considered resolved and the County will be released from further penalty liability for the aforementioned violation(s).

If the County declines or fails to respond within the next fourteen (14) days, the Department shall consider this settlement offer withdrawn and the case will be referred to the Office of the Attorney General for formal enforcement action.

Please be advised that payment of a penalty in this case will not obviate the need for the County to perform appropriate corrective actions to prevent further unlawful discharges resulting from overflows. The occurrence of additional overflows may result in the Department's issuance of an enforcement action that will require improvements to prevent sanitary sewer overflows and assess additional penalties.

The Department is hopeful that this matter can be resolved promptly.

Sincerely,

Andrew Gosden, Program Manager
Compliance Program
Water and Science Administration

AKG:bpl
Enclosure

cc: Chris Clasing, P.E., Deputy Director of Public Works
Gary Serman, Service Area Supervisor, Worcester County
Jeff Tingle, Service Area Supervisor, Worcester County
Tony Fascelli, Water & Wastewater Superintendent, Department of Public Works

Attachment I
Worcester County SSOs Jan. 2024 through Dec. 2024

Date	Location	Gallons	Cause	Penalty
1/27/2024	11626 Gum Point Road	1,000	A failed 3" mechanical joint coupling came apart.	\$1,018
6/14/2024	1130 Ocean Parkway	500	A cracked 6" forcemain split.	\$679
7/3/2024	1204 Ocean Parkway	1,000	A 6" forcemain split.	\$1,018
8/29/2024	39 Coastal Drive	50	Blocked flow channel in a manhole.	\$339

SSOs penalty: \$3,054



Worcester County Government

One West Market Street | Room 1103 | Snow Hill MD 21863-1195

(410) 632-1194 | (410) 632-3131 (fax) | admin@co.worcester.md.us | www.co.worcester.md.us

MEMORANDUM

TO: Worcester County Commissioners
 FROM: Nicholas W. Rice, Procurement Officer
 DATE: July 1, 2025
 RE: Request to Award - Lewis Road Gravity Sewer System & Pump System

Please see the attached bid tabulation for the Lewis Road Gravity Sewer System & Pump System project. Public Works is requesting the Commissioner's approval to award this project to the lowest responsive and responsible vendor, Teal Construction Inc., in the amount of \$3,860,000. Bids were due and opened on Wednesday, February 19, 2025 at 2:30pm. Four bids were received.

The total estimated project cost is \$4,498,000 which includes this \$3,860,000 in construction and \$638,000 in design, construction administration services, construction inspection services, extension of 3-phase power, and contingency. The project is proposed to be funded with grants and a low interest USDA loan.

Should you have any questions, please feel free to contact me.

Lewis Road Gravity Sewer System & Pump System	
Wednesday, Feb. 19, 2025 at 2:30pm	
Bid Tabulation	
<u>Vendor Name</u>	<u>Base Bid</u>
Pact One, LLC	\$5,455,765
Teal Construction, Inc.*	\$3,860,000
Chesapeake Turf LLC	\$6,355,700
Allan Myers	\$4,438,000

*apparent low bidder



Worcester County

Government Center

Department of Human Resources

One West Market Street, Room 1301

Snow Hill, Maryland 21863-1213

410-632-0090

Fax: 410-632-5614

STACEY E. NORTON
Human Resources Director

PAT WALLS
Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: June 23, 2025
Subject: Request to Change Vehicle and Equipment Mechanic III to Inventory/Shop Foreman in Water and Wastewater

In evaluating the needs of the Fleet Maintenance team at Water and Wastewater, it has been determined that there is a need for supervision onsite. This person would perform both repair work/preventative maintenance and lead the other Vehicle and Equipment Mechanic. This individual must have computer skills and maintain the records associated with vehicles and equipment. We have a similar position in the Roads Division.

We are requesting to replace a vacant Vehicle and Equipment Mechanic III position with a Inventory/Shop Foreman, G15/S1, \$45,618 – G15/S10, \$56,347 annually. The salary will be based on the experience and skillset of the candidate selected.

This would be a salary cost savings of \$13,395-\$24,124.

Thank you for your consideration.

Attachment

WORCESTER COUNTY JOB OPPORTUNITIES

DEPARTMENT: DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT

JOB TITLE: INVENTORY/SHOP FOREMAN- WATER AND WASTEWATER

COMPENSATION: GRADE 15/STEP 1 \$21.93 HOURLY/\$45,618 ANNUALLY –
GRADE 15/STEP 10, \$21.48 HOURLY/\$56,347 ANNUALLY

WORK LOCATION: PRIMARY LOCATION WOULD BE: WORCESTER COUNTY WATER AND WASTEWATER FACILITY- 1000 SHORE LANE BERLIN, MD 21811

WORK SCHEDULE: NORMAL SCHEDULE IS 7:30AM-4:00PM MONDAY-FRIDAY

APPLICATION PERIOD: UNTIL FILLED

JOB SUMMARY: Under the direction of the Fleet Superintendent, diagnose, repair and maintain gasoline and diesel-powered vehicles and equipment; perform semi-skilled and skilled mechanical repairs; use hand tools, power operated hand tools, torch, mig welder, tire changer, wheel balancer, scan tools and ac recovery machine. Performs duties as a Maryland Certified UST Class B Fuel Facility Operator; Possession of a Class A commercial driver's license required to perform duties for the Department of Public Works.

GENERAL REQUIREMENTS

- Pre-employment background check
- Safety Sensitive position requiring Drug and Alcohol Testing
- Essential personnel subject to emergency call-back with little or no notice
- Possession of a valid driver's license, and a motor vehicle history with less than 4 points

DUTIES AND RESPONSIBILITIES

- Schedules, and performs comprehensive repair work ranging from preventive maintenance to major repairs and installations on all vehicles and equipment
- Diagnoses and repairs complex systems on vehicles and equipment, such as fuel injection systems, ABS brake systems, hydraulic systems, and electrical systems to include ignition and emission systems
- Performs scheduled vehicle and equipment preventive maintenance inspections and service, such as engine oil and filter changes, transmission service, chassis lubrication, engine tune ups and replacement of tires, brakes, batteries, belts, suspension parts, steering components, hoses and lights
- Repairs heating, cooling systems, and air conditioning systems and is familiar with Freon recovery machines
- Performs DOT inspections and preventive maintenance inspections
- Maintains written records and files for all equipment, materials, and job sheets. Follow-up on warranty items and procedures
- Leads and instructs others in the performance of semi-skilled and skilled labor tasks associated with the maintenance/repair of vehicles and related equipment
- Recommends adaptations to improve equipment performance and determines necessity, orders automotive mechanical parts and material; as well as determining the feasibility of repairing equipment at the facility or sending outside the facility for repair

ITEM 14

- Responsible for production reports/records and initial administrative decisions for assigned personnel
- Ability to maintain stock inventory of shop supplies and automotive repair parts
- Ability to implement and maintain safety standards
- Drives automobiles, trucks, buses, construction equipment, forklift or other commercial weight (over 26,000 pounds) vehicles as required to perform assigned tasks
- Performs road service maintenance
- Oversees other mechanics working in the Ocean Pines mechanic shop, provide guidance, training, and mentorship to subordinate staff
- Makes recommendations when vehicles and equipment require repairs from a 3rd party repair shop, track repairs, and inspect repairs to make sure all work was completed correctly
- Tracks shop operating budget to ensure accounts are within their allocated funding levels, make recommendations on annual budget related to the needs of the shop
- Participates in weather related emergencies such as snow removal, flooding, etc
- Applies acquired knowledge to increasing varied and complex tasks
- Performs duties independently and as part of a team
- Welds steel and other metal parts of machinery; fabricates steel items; reworks vehicles and equipment to improve performance, safety, and durability
- Performs duties as a Maryland Certified UST class B Fuel Facility Operator
- Performs duties assisting with the disposal of surplus vehicles, equipment and miscellaneous items
- Completes assigned tasks accurately and by established deadlines.
- Cross trains and backs up other staff as needed
- Establishes and maintains harmonious working relationships with co-workers, elected or appointed officials, and the general public using tact, discretion, sound judgment, and professionalism
- Complies with safety programs, procedures training, fire drills, COOP plans, etc. and works safely
- Ensures confidentiality of information and records and complies with record retention schedule
- Adheres to Worcester County Government Personnel Rules & Regulations
- Performs other related duties as required

QUALIFICATIONS AND SKILLS

- High school diploma or GED plus 5 years of vehicle or equipment repair and maintenance experience or equivalent training
- Working knowledge of vehicle or equipment parts, components, and systems, tools, materials, and testing equipment used in vehicle repair and maintenance and principles, practices, and procedures of vehicle or equipment repair and maintenance
- Skill in repair, maintenance and diagnosis of vehicle and equipment malfunctions sufficient to work with minimal supervision
- Oral and written communication skills sufficient to follow verbal and written instructions; read street signs; keep records and logs; complete written forms; and communicate effectively with others.
- Ability to use: Microsoft Word, Excel, & Outlook; Adobe Acrobat; able to scan and email documents to others
- Ability to obtain and possession of a valid Class "A" CDL license within 1 year of employment and driving record with less than 4 points (MD). Some positions may require additional endorsements and/or the absence of certain restrictions
- The work of this classification entails the performance of heavy physical labor including bending, stooping, lifting and carrying of very heavy objects, and the operation of vehicles, machinery, tools and equipment
- Ability to obtain and be certified as a Maryland UST Class B Fuel Facility Operator within 1 year of

employment

SAFETY ANALYSIS

(Rarely (<5% of the time), Occasional (5-25% of the time), Frequent (25-75% of the time); Constant (<75% of the time)

Adverse, inclement weather conditions, use of power tools and equipment and confined space entry (training is provided). Some work requires exposure to potentially hazardous conditions such as working in traffic along roadways, working in trenches, handling chemicals.

WORCESTER COUNTY
LIBRARY

To: Weston Young, Chief Administrative Officer
From: Jennifer Ranck, Library Director
Date: June 24, 2025
Re: Snow Hill Library Purchase Order Request for Approval

Enclosed is a proposal from Davis, Bowen & Friedel, Inc. to provide additional architectural and engineering services for the Snow Hill Library Renovation project. Funding in the amount of \$2,210,867 for this project is included in the 2024 assigned funds.

The Snow Hill Library opened in 1975. Many of its building systems are past their useful life. Though the library's HVAC system is also aging, we are recommending phasing the project and updating the plumbing and electrical systems first. Also enclosed is a preliminary cost estimate for the project. The Library does have funding from a bequest to update the shelving, which is also in need of replacement.

Thank you for your consideration of this request. Please contact me if you have any questions (jranck@worcesterlibrary.org).

Attachments
Copy: Nick Rice, Procurement Officer

April 15, 2025

Worcester County Maintenance
6113 Timmons Road
Snow Hill, MD 21863

*Ring W. Lardner, P.E.
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA, LEED GA
Jason P. Loar, P.E.
Jamie L. Sechler, P.E.*

Attn: Mr. Michael Hutchinson
Maintenance Supervisor

Re: Architecture and Engineering Services – Additional Services
Worcester County Library – Snow Hill Branch Alterations
Snow Hill, MD
DBF #: 0085B054.A01

Dear Mr. Hutchinson:

In accordance with the request from Worcester County and the County Library System, we are pleased to submit this proposal to provide additional architectural and engineering services as required for phasing the project, as noted above, as well as adding I.T., A.V., and Security design, provided by Education Systems Planning (ESP) for the ongoing renovation design. See below for the scope of additional work:

A. Phasing of HVAC

The base bid design will retain the existing central plant equipment and provide what is needed for the first phase of the renovation. This will require two demolition plans and two sets of new work drawings for all MEP disciplines as the HVAC central plant equipment will only be replaced if funds become available. Additional construction phase fees will also be needed for the HVAC phase if funds become available.

Additional Design Fee: \$16,500.00
Additional Construction Phase Fee: \$9,000.00

B. I.T., AV., and Security Design and Construction Administration

These services will be provided by ESP. Below is a description of their scope of work.:

1. Design Phase

- Investigative services as required for the performance of this design work. Existing telecom rooms, communications utility entries and affected areas of the building will be surveyed to determine the impact of the proposed scope of work. Outlets, equipment and pathways that will be affected will be surveyed and incorporated into the design documents for the renovation.

- IT Facilities and Pathways: ESP will ensure that suitable space and pathways exist for the affected IT, AV and Security systems. Our design will be based upon ANSI/TIA standards for room sizes, locations, clearances, and facility requirements (i.e. HVAC, electrical, structural). ESP will coordinate conduits, boxes, and pathway requirements for coordination with the full design team. Our deliverables will also include racks and cabinets for orderly management of any future cable system.
- Existing IT, AV and Security systems will be improved/extended to support the new or renovated spaces. No systemic replacements are anticipated for this project. The scoped systems for improvements/extensions include telecom rooms/facilities, wired/wireless data network, telephone network, paging/intercom system, intrusion detection system, CCTV surveillance system, physical access control system and simple audio-visual presentation systems.

2. Construction Phase

- Construction Phase Meetings and Site Visits: A representative of ESP will attend coordination or issue-related construction meetings, as needed. A representative of ESP will attend these meetings only as needed, given reasonable written notice. Upon being advised that the project, or major portion thereof, has been completed, ESP will perform an observation of the installation. Comments and/or observed deficiencies will be documented and submitted accordingly. This proposal includes a total of 5 site visits over the design and construction period. Additional site visits beyond this number will incur a fee of an additional \$1000/day.
- Submittal Review: We will process and review submittals for all major equipment and pertinent materials, as specified, up to a maximum of three (3) reviews (initial review plus up to two resubmittals) per system. ESP shall be allotted ten (10) business days for the review, processing and return of each submittal and resubmittal. If a shorter review/processing period is desired, we reserve the right to submit an additional services proposal to facilitate an expedited process. Review of submittals shall only be for the limited purpose of checking for general conformance with the design concept expressed in the Construction Documents.
- Request for Information (RFI): Written responses will be provided to assist the contractors in response to formally submitted RFIs. ESP shall be allotted ten (10) business days for the review, processing and return of each RFI.

3. Exclusions to Scope of Work for ESP

- This design services proposal does not include scope for any “performance level” audio-visual systems, acoustics analysis/design, or Layer 2 or above network design services.
- This design services proposal does not include scope for a distributed antenna system for either emergency radio and/or cellular telephone networks.
- Life Cycle Cost Analysis (LCCA)
- Reproduction for review, cost estimating, permits, and bidding
- Additional work resulting from changes requested by the owner after previous work has been approved (bidding).
- Additional services caused by project schedule delays or interruptions.

Additional Design Fee: \$29,800.00

Additional Construction Phase Fee: \$9,900.00

C. Fee Summary

Design Fee for DBF	\$16,500.00
Design Fee for ESP	\$29,800.00
Construction Administration Fee for DBF	\$9,000.00
Construction Administration Fee for ESP	\$9,900.00
<hr/>	
Total Requested Purchase Order Increase:	\$65,200.00
Existing Purchase Order Amount:	\$208,800.00
<hr/>	
Total Existing Amount and Additional Services Increase:	\$274,000.00

As noted above, we are requesting a purchase order increase of \$65,200.00.

The terms of the current contract and purchase order will continue with these services. Please forward a purchase order modification at your earliest convenience. Receipt of this purchase order or email notification to mwh@dbfinc.com will serve as our notice to proceed.

Thank you for the opportunity to submit this proposal. We look forward to working with you.

Sincerely,
DAVIS, BOWEN AND FRIEDEL, INC.



Michael Wheedleton, AIA
Principal/Senior Architect

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)				
PROJECT: Snow Hill Library Renovation			DATE: Revised June 13, 2025	
LOCATION: Snow Hill, Maryland			JOB NO.: 0085B054.A01	
OWNER: Worcester County			DESIGN STATUS OF ESTIMATE: Preliminary - 50%	
BASE BID				
ITEM	QUANTITY		MATERIAL	TOTAL COST
	NO. UNITS	UNIT MEAS.	PER UNIT	
Demolition/Disposal	12,968	SF	\$ 1.20	\$ 15,561.60
Interior Walls	4,900	SF	\$ 15.00	\$ 73,500.00
New Ceiling (Lay-in)	8,300	SF	\$ 7.00	\$ 58,100.00
Ceramic Tile	940	SF	\$ 12.50	\$ 11,750.00
New Flooring - LVT	350	SF	\$ 10.00	\$ 3,500.00
New Flooring - Carpet Tiles	8,000	SF	\$ 5.00	\$ 40,000.00
Casework	1	LS	\$ 15,000.00	\$ 15,000.00
Exterior Doors / Hardware	11	Units	\$ 2,000.00	\$ 22,000.00
New Interior Doors / Hardware	22	Units	\$ 1,500.00	\$ 33,000.00
New Glass Walls	250	SF	\$ 65.00	\$ 16,250.00
Spray Foam at Roof Deck	1	LS	\$ 30,000.00	\$ 30,000.00
Cutting / Patching / Painting	1	LS	\$ 40,000.00	\$ 40,000.00
Library Shelving	400	Units	\$ 690.00	\$ 276,000.00
Attic Ventilation	1	LS	\$ 13,000.00	\$ 13,000.00
Plumbing Systems	1	LS	\$ 400,000.00	\$ 400,000.00
Electrical Work	1	LS	\$ 690,000.00	\$ 690,000.00
Minor HVAC Work	1	LS	\$ 150,000.00	\$ 150,000.00
New Water Lines from Street	1	LS	\$ 25,000.00	\$ 25,000.00
I.T. Work	1	LS	\$ 135,000.00	\$ 135,000.00
Security System / Video Cameras	1	LS	\$ 90,000.00	\$ 90,000.00
Fire Alarm	1	LS	\$ 50,000.00	\$ 50,000.00
SUBTOTAL				\$ 2,187,661.60
GENERAL CONDITIONS (10%)				\$ 218,766.16
INSURANCE / BOND (3%)				\$ 65,629.85
CONTRACTOR OVERHEAD & PROFIT (10%)				\$ 218,766.16
CONTINGENCY (10%)				\$ 218,766.16
DESIGN TEAM COSTS THROUGH CONSTRUCTION				\$ 248,500.00
TOTAL COST				\$ 3,158,089.93
NOTES:				
Does not include some library equipment, computers, or phones.				

PROJECT CONSTRUCTION COST ESTIMATE (BREAKDOWN SHEET)				
PROJECT: Snow Hill Library Renovation			DATE: Revised June 13, 2025	
LOCATION: Snow Hill, Maryland			JOB NO.: 0085B054.A01	
OWNER: Worcester County			DESIGN STATUS OF ESTIMATE: Preliminary- 50%	
ALTERNATES				
ITEM	QUANTITY		MATERIAL	TOTAL COST
	NO. UNITS	UNIT MEAS.	PER UNIT	
Office Addition	480	SF	\$ 600.00	\$ 288,000.00
Exterior Ramp / Railing	1	LS	\$ 15,000.00	\$ 15,000.00
Circulation Desk	1	LS	\$ 38,000.00	\$ 38,000.00
HVAC (System #3)	1	LS	\$ 1,500,000.00	\$ 1,500,000.00
Modern Controls	1	LS	\$ 10,000.00	\$ 10,000.00
Square D	1	LS	\$ 25,000.00	\$ 25,000.00
PVC Jacketing	1	LS	\$ 60,000.00	\$ 60,000.00
Structural for HVAC	1	LS	\$ 12,500.00	\$ 12,500.00
Commissioning	1	LS	\$ 16,000.00	\$ 16,000.00
Ceiling Modifications	8,000	SF	\$ 3.00	\$ 24,000.00
Gypsum Board Ceiling	300	SF	\$ 9.00	\$ 2,700.00
Fire Protection (Sprinkler)	1	LS	\$ 160,000.00	\$ 160,000.00
Fire Alarm	1	LS	\$ 20,000.00	\$ 20,000.00
I.T. Work	1	LS	\$ 6,000.00	\$ 6,000.00
Electrical Modifications	1	LS	\$ 80,000.00	\$ 80,000.00
SUBTOTAL - ALTERNATES				\$ 2,257,200.00
SUBTOTAL - BASE BID (Page 1)				\$ 2,187,661.60
SUBTOTAL BASE BIDS & ALTERNATES				\$ 4,444,861.60
GENERAL CONDITIONS (10%)				\$ 444,486.16
INSURANCE / BOND (3%)				\$ 133,345.85
CONTRACTOR OVERHEAD & PROFIT (10%)				\$ 444,486.16
CONTINGENCY (10%)				\$ 444,486.16
DESIGN COSTS THROUGH HVAC CONSTRUCTION				\$ 25,500.00
DESIGN TEAM COSTS (Base Bid)				\$ 248,500.00
TOTAL COST				\$ 5,937,165.93
NOTES:				



COMMISSIONERS
 THEODORE J. ELDER, PRESIDENT
 ERIC J. FIORI, VICE PRESIDENT
 CARYN G. ABBOTT
 ANTHONY W. BERTINO, JR.
 MADISON J. BUNTING, JR.
 JOSEPH M. MITRECIC
 DIANA PURNELL

OFFICE OF THE
 COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
 ONE WEST MARKET STREET • ROOM 1103
 SNOW HILL, MARYLAND
 21863-1195

WESTON S. YOUNG, P.E.
 CHIEF ADMINISTRATIVE OFFICER
 CANDACE I. SAVAGE, CGFM
 DEPUTY CHIEF ADMINISTRATIVE OFFICER
 ROSCOE R. LESLIE
 COUNTY ATTORNEY

June 4, 2025

To: Worcester County Commissioners
 From: Karen Hammer, Administrative Assistant V
 SUBJECT: Upcoming Board Appointments -Terms Beginning January 1, 2025

Commissioner Bertino – You have Two (2) positions open:

- George Solyak – Term Ending – Agricultural Reconciliation Bd.
- Maria C- Lawrence – Term Ending Dec. 2023 – Housing Review Board

Commissioner Purnell – You have One (1) position open:

- Gregory Tate – **Resigned** - PAB/AEC

Commissioner Bunting - You have One (1) position open:

- Harry Hammond – Term Ending – Social Services Advisory Bd.

Commissioner Abbott – You have Two (2) positions open:

- Kevin Holland – Term Ending – Building Code Appeals Bd.
- Keri-Ann Byrd – **Resigned** – Housing Review Board
-

Commissioner Mitrecic – You have Two (2) positions open:

- Bill Paul – **Resigned** – Building Code Appeals Board
- Kimbrelly List – Termed Out – Commission for Women

Commissioner Elder – All of your positions have been assigned, Thank you!

Commissioner Fiori - You have Four (4) positions open:

- Joe Schanno – Term Ending – Economic Development
- Keith Swanton -Term Ended Dec. 2021- Water & Sewer Advisory Council, West Ocean City
- Blake Haley – Term Ended Dec. 2024 - Water & Sewer Advisory Council, West Ocean City
- Elizabeth Rodier -Term Ending-Dec. 21- Commission for Women- Not a Reappointment

All Commissioners:

(5)-Adult Public Guardianship Board -

4– Terms Expiring Dec. 2023-attached summary in open session

1 - Term Expired - Ms. Wessels, (Roberta Baldwin will potentially help search for a viable replacement, if necessary).

(1) -Drug and Alcohol Abuse Council –1- Term Ending – Kim Moses

(2) -Local Development Council for the Ocean Downs Casino-

2- Previously Expired Terms - **Mark Wittmyer At-Large -Suggested Replacement. Expired Term** David Massey (At-Large-Business O.P.),

(2) – Property Tax Assessment Appeal Board – 1 regular member vacancy available and an alternate member

(1) – Solid Waste Advisory Board – Town of Snow Hill (Pruitt)

(2)- Water and Sewer Advisory Council- West Ocean City- 1 Term Ended-Dec. 2021 –Keith Swanton and Blake Haley

(2- Total): Commission for Women:

(2) Resigned -Elizabeth Rodier - (Fiori), Kathleen Palmer (Abbott)

ADULT PUBLIC GUARDIANSHIP BOARD

Reference: PGL Family Law 14-402, Annotated Code of Maryland

Appointed by: County Commissioners

Function: Advisory
Perform 6-month reviews of all guardianships held by a public agency.
Recommend that the guardianship be continued, modified or terminated.

Number/Term: 11/3 year terms
Terms expire December 31st

Compensation: None, travel expenses (under Standard State Travel Regulations)

Meetings: Semi-annually

Special Provisions: 1 member must be a professional representative of the local department
1 member must be a physician
1 member must be a psychiatrist from the local department of health
1 member must be a representative of a local commission on aging
1 member must be a representative of a local nonprofit social services organization
1 member must be a lawyer
2 members must be lay individuals
1 member must be a public health nurse
1 member must be a professional in the field of disabilities
1 member must be a person with a physical disability

Staff Contact: Department of Social Services - Roberta Baldwin (410-677-6872)

Current Members:

<u>Member's Name</u>	<u>Representing</u>	<u>Years of Term(s)</u>
Connie Wessels	Lay Person	*15-16-19, 19-22 (Term Expired)
Brandy Trader	Non-profit Soc. Service Rep.	*15-17, 17-20, 20-23
LuAnn Siler	Commission on Aging Rep.	17-20, 20-23
Jack Ferry	Professional in field of disabilities	*14-14-17-20, 20-23
Thomas Donoway	Person with physical disability	17-20, 20-23
Roberta Baldwin	Local Dept. Rep. - Social Services	03-06-09-12-15-18-21-24
Melissa Banks	Public Health Nurse	*02-03-06-09-12-15-18-21-24
Dr. Ovais Khalid	Psychiatrist	23-26
Dr. William Greer	Physician	07-10-13-16-19-22-25
Richard Collins	Lawyer	95-16-19-22-25
Nancy Howard	Lay Person	*17-19, 19-22-25

* = Appointed to fill an unexpired term

Reference: Public Local Law § ZS 1-346 (Right to Farm Law)

Appointed by: County Commissioners

Function: Regulatory
Mediate and arbitrate disputes involving agricultural or forestry operations conducted on agricultural lands and issue opinions on whether such agricultural or forestry operations are conducted in a manner consistent with generally accepted agricultural or forestry practices and to issue orders and resolve disputes and complaints brought under the Worcester County Right to Farm Law.

Number/Term: 5 Members/4-Year Terms - Terms expire December 31st

Compensation: None - Expense Reimbursement as provided by County Commissioners

Meetings: At least one time per year, more frequently as necessary

Special Provisions: - All members must be County residents
- Two Members chosen from nominees of Worcester County Farm Bureau
- One Member chosen from nominees of Worcester County Forestry Board
- Not less than 2 but not more than 3 members shall be engaged in the agricultural or forestry industries (**At-Large members - non-ag/forestry**)

Staff Contact: Dept. of Development Review & Permitting
- Jennifer Keener (410-632-1200)
County Agricultural Extension Agent - As Consultant to the Board
- Doug Jones, District Manager, Resource Conservation District - (632-3109, x112)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Ag/Forest Industry</u>	<u>Resides</u>	<u>Years of Term(s)</u>
George Solyak	At-Large	No	Ocean Pines	18-22
Dean Ennis	Farm Bureau	Yes	Pocomoke	06-10-14-18-22-26
Tom Babcock	At-Large	No	Whaleyville	14-18-22-26
Stacey Esham	Forestry Bd.	Yes	Berlin	12-16-20-24-28
Brooks Clayville	Farm Bureau	Yes	Snow Hill	00-04-08-12-16-20-24-28

Prior Members: Since 2000

Michael Beauchamp (00-06)
Phyllis Davis (00-09)
Richard G. Holland, Sr. (00-12)
Rosalie Smith (00-14)
Betty McDermott *(09-17)

BUILDING CODE APPEALS BOARD

Reference: PGL - Public Safety Article - Section 12-501 - 12-508 - Annotated Code of Maryland
COMAR 05.02.07 (Maryland Building Performance Standards)
- International Building Code, International Residential Code

Appointed by: County Commissioners

Function: Quasi-Judicial
Hear and decide upon appeals of the provisions of the International Building Code (IBC) and International Residential Code for one- and two-family dwellings (IRC)

Number/Term: 7/4-year terms
Terms expire December 31

Compensation: \$100 per meeting (by policy)

Meetings: As Needed

Special Provisions: Members shall be qualified by reason of experience, training or formal education in building construction or the construction trades.

Staff Contact: Jennifer Keener, Director
Development Review & Permitting (410-632-1200, ext. 1123)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Bill Paul	D-7 - Mitrecic	Ocean Pines	15-19-23 Resigned
Kevin Holland	D-1 - Abbott	Pocomoke	96-04-08-12-16-20, 20-24
Mike Poole	D-6 - Bunting	Bishopville	17-21, 21-25
Mark Bargar	D-4 - Elder	Berlin	14-18-22-26
Jim Wilson	D-3 - Fiori	Berlin	02-06-10-14-18-22-26
Elbert Davis	D-2 - Purnell	Snow Hill	*03-07-11-15-19-23-27
James Spicknall	D-5 - Bertino	Ocean Pines	04-08-12-16-20-24-28

Prior Members:

Robert L. Cowger, Jr. (92-95)
Charlotte Henry (92-97)
Robert Purcell (92-98)
Edward DeShields (92-03)
Sumei Prete (97-04)
Shane C. Spain (03-14)
Dominic Brunori (92-15)
Richard P. Mueller (98-17)

Reference: PGL Health-General, Section 8-1001

Appointed by: County Commissioners

Functions: Advisory
Develop and implement a plan for meeting the needs of the general public and the criminal justice system for alcohol and drug abuse evaluation, prevention and treatment services.

Number/Term: At least 18 - At least 7 At-Large, and 11 ex-officio (also several non-voting members)
At-Large members serve 4-year terms; Terms expire December 31

Compensation: None

Meetings: As Necessary

Special Provisions: Former Alcohol and Other Drugs Task Force was converted to Drug and Alcohol Abuse Council on October 5, 2004.

Staff Contact: Regina Mason, Council Secretary, Health Department (410-632-1100)
Doug Dods, Council Chair, Sheriff's Office (410-632-1111)

Current Members:

<u>Name</u>	<u>Representing</u>	<u>Years of Term(s)</u>
<u>At-Large Members</u>		
Kim Moses	Knowledgeable on Substance Abuse Issues	08-12-16-20, 20-24
Rev. James Jones	Knowledge of Substance Abuse Issues	*21-25
Alyce Marzola	Knowledge of Substance Abuse Treatment	*24-25
Eric Gray (Designee)	Substance Abuse Treatment Provider	*15-18-22-26
Sue Abell-Rodden	Recipient of Addictions Treatment Services	10-14-18-22-26
Colonel Doug Dods	Knowledgeable on Substance Abuse Issues	04-10 (adv)-14-18-22-26
Jim Freeman, Jr.	Knowledgeable on Substance Abuse Issues	04-11-15, 15-19-23-27
Mimi Dean	Substance Abuse Prevention Provider	*18-19-23-27
Michael Trader	Knowledgeable on Substance Abuse Issues	23-27
Matthew Giardina	Knowledgeable on Substance Abuse Issues	24-28
<u>Ex-Officio Members</u>		
Rebecca Jones	Health Officer	Ex-Officio, Indefinite
Roberta Baldwin	Social Services Director	Ex-Officio, Indefinite
Crystal Duffy	Juvenile Services, Regional Director	Ex-Officio, Indefinite
Travis Knapp	Field Supervisor	Ex-Officio, Indefinite
Kris Heiser	State's Attorney	Ex-Officio, Indefinite
Chasity Simpson	District Public Defender	Ex-Officio, Indefinite
Sheriff Matt Crisafulli	County Sheriff	Ex-Officio, Indefinite
Todd Ferrante	Board of Education President	Ex-Officio, Indefinite
Diana Purnell	County Commissioners	Ex-Officio, Indefinite
Judge Brian Shockley (Jen Bauman)	Circuit Court Administrative Judge	Ex-Officio, Indefinite
Hon. Melvin Jews	District Court Administrative Judge	Ex-Officio, Indefinite
Timothy Mulligan	Warden, Worcester County Jail	Ex-Officio, Indefinite

Advisory Members

* Appointed to a partial term for proper staggering, or to fill a vacant term

Reference: County Commissioners' Resolutions of March 1976, 4/16/85, 9/16/97, 5/4/99 and 03-6 on 2/18/03

Appointed by: County Commissioners

Function: Advisory
Provide the County with advice and suggestions concerning the economic development needs of the County; review applications for financing; review Comprehensive Development Plan and Zoning Maps to recommend to Planning Commission appropriate areas for industrial development; review/comment on major economic development projects.

Number/Term: 7/4-Year - Terms expire December 31st.

Compensation: \$100 per meeting as expense allowance

Meetings: At least quarterly, more frequently as necessary

Special Provisions: One member nominated by each County Commissioner
Members may be reappointed

Staff Contact: Economic Development Department - Melanie Pursel (410-632-3110)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Term(s)</u>
Joe Schanno	D-3, Fiori	West Ocean City	*19-20, 20-24
Ashley Harrison	D-7, Mitrecic	Ocean City	19-21, 21-25
Harry Wimbrow	D-4, Elder	Snow Hill	*22-25
Steven Habeger	D-5, Bertino	Ocean Pines	19-23-27
Natoshia Collick Owens	D-2, Purnell	Ocean Pines	*15-19-23-27
Stephen Kolarik, Jr.	D-6, Bunting	Bishopville	23-27
C.D. Hall	D-1, Abbott	Pocomoke	*22-24-28

Prior Members: Since 1972

George Gering
Margaret Quillin
Robert W. Todd
Charles Fulton
E. Thomas Northam
Charles Bailey
Terry Blades
Roy Davenport
M. Bruce Matthews
Barbara Tull
Tawney Krauss
Dr. Francis Ruffo
William Smith
Saunders Marshall
Elsie Marshall
Halcolm Bailey
Norman Cathell
Mary Humphreys
Theodore Brueckman

Shirley Pilchard
W. Leonard Brown
Charles Nichols (92-97)
Jeff Robbins (97-98)
Colleen Smith (94-98)
Tommy Fitzpatrick (97-99)
John Rogers (92-98)
Jennifer Lynch (98-99)
Don Hastings (92-99)
Jerry Redden (92-00)
Keith Mason (98-00)
Bob Pusey (99-00)
Harold Scrimgeour (00-02)
Scott Savage (98-03)
Gabriel Purnell (91-03)
Michael Avara (99-03)
Annette Cropper (00-04)
Billie Laws (91-08)
Anne Taylor (95-08)
Mary Mackin (04-08)

Thomas W. Davis, Sr. (99-09)
Mickey Ashby (00-12)
Priscilla Pennington-Zytowicz (09-14)
Barbara Purnell (08-15)
Timothy Collins (03-15)
Joshua Nordstrom (12-16)
William Sparrow (16-18)
Greg Shockley (14-18)
Tom Terry (15-19)
John Glorioso (08-19)
Ralph Shockley (*08-21)
Robert Clarke (*08-22)
Marc Scher (*19-22)
Robert Fisher (87-22)

HOUSING REVIEW BOARD

Reference: Public Local Law §BR 3-104

Appointed by: County Commissioners

Function: Regulatory/Advisory
To decide on appeals of code official's actions regarding the Rental Housing Code. Decide on variances to the Rental Housing Code.
Review Housing Assistance Programs.

Number/Term 7/3-year terms
Terms expire December 31st

Compensation: \$100 per meeting (policy)

Meetings: As Needed

Special Provisions: Immediate removal by Commissioners for failure to attend meetings.

Staff Support: Development Review & Permitting Department
Davida Washington, Housing Program Administrator - 410-632-1200

Ext: 1171

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Terms(s)</u>
Maria Campione-Lawrence	D-5, Bertino	Ocean Pines	*22-23
Keri-Ann F. Byrd	D-1, Abbott	Pocomoke	22-25 Resigned
Debbie Hileman	D-6, Bunting	Ocean Pines	10-13-16-19-22-25
Don Furbay	D-3, Fiori	W. Ocean City	23-26
Charlie Murphy	D-7, Mitrecic	Ocean City	*23-26
Carl Smith	D-4, Elder	Snow Hill	24-27
Felicia Green	D-2, Purnell	Ocean Pines	*21-24-27

Prior Members:

Phyllis Mitchell	Albert Bogdon (02-06)	Scot Tingle 14-24
William Lynch	Jamie Rice (03-07)	
Art Rutter	Howard Martin (08)	
William Buchanan	Marlene Ott (02-08)	
Christina Alphonsi	Mark Frostrom, Jr. (01-10)	
Elsie Purnell	Joseph McDonald (08-10)	
William Freeman	Sherwood Brooks (03-12)	
Jack Dill	Otho Mariner (95-13)	
Elbert Davis	Becky Flater (13-14)	
J. D. Quillin, III (90-96)	Ruth Waters (12-15)	
Ted Ward (94-00)	John Glorioso (*06-19)	
Larry Duffy (90-00)	Sharon Teagle (00- 20)	
Patricia McMullen (00-02)	Davida Washington (*21-21)	
William Merrill (90-01)	Donna Dillion (08-22)	
Debbie Rogers (92-02)	C.D. Hall 10-22	
Wardie Jarvis, Jr. (96-03)	Chase Church (*19-22)	
	Jake Mitrecic (15-21)	

* = Appointed to fill an unexpired term

LOCAL DEVELOPMENT COUNCIL FOR THE OCEAN DOWNS CASINO

ITEM 16

Reference: Subsection 9-1A-31(c) - State Government Article, Annotated Code of Maryland

Appointed by: County Commissioners

Function: Advisory
Review and comment on the multi-year plan for the expenditure of the local impact grant funds from video lottery facility proceeds for specified public services and improvements; Advise the County on the impact of the video lottery facility on the communities and the needs and priorities of the communities in the immediate proximity to the facility.

Number/Term: 15/4-year terms; Terms Expire December 31

Compensation: None

Meetings: At least semi-annually

Special Provisions: Membership to include State Delegation (or their designee); one representative of the Ocean Downs Video Lottery Facility, seven residents of communities in immediate proximity to Ocean Downs, and four business or institution representatives located in immediate proximity to Ocean Downs.

Staff Contacts: Kim Moses, Public Information Officer, 410-632-1194
Roscoe Leslie, County Attorney, 410-632-1194

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Represents/Resides</u>	<u>Years of Term(s)</u>
Mark Wittmyer	At-Large	Business - Ocean Pines	15-19
David Massey ^c	At-Large	Business - Ocean Pines	09-13-17, 17-21
Bobbi Jones	Ocean Downs Casino	Ocean Downs Casino	23-indefinite
Mary Beth Carozza	Indefinite	Maryland Senator	14-indefinite
Wayne A. Hartman	Indefinite	Maryland Delegate	18-indefinite
Charles Otto	Indefinite	Maryland Delegate	14-indefinite
Bob Gilmore	Dist. 5 - Bertino	Resident - Ocean Pines	*19-21, 21-25
Matt Gordon	Dist. 1 – Abbott	Resident - Pocomoke	19-22, 22-26
Ivy Wells	Dist. 3 - Church	Resident - Berlin	22-26
Cam Bunting ^c	At-Large	Business - Berlin	*09-10-14-18-22-26
Roxane Rounds	Dist. 2 - Purnell	Resident - Berlin	*14-15-19-23-27
Michael Donnelly	Dist. 7 - Mitrecic	Resident - Ocean City	*16-19-23-27
Kerrie Bunting	Dist. 4 - Elder	Resident - Snow Hill	*22-24-28
Mayor Rick Meehan ^c	At-Large	Business - Ocean City	*09-12-16-20-24-28
Tina Kolarik	Dist. 6 - Bunting	Resident -Bishopville	24-28

Prior Members:

J. Lowell Stoltzfus ^c (09-10)
Mark Wittmyer ^c (09-11)
John Salm ^c (09-12)
Mike Pruitt ^c (09-12)
Norman H. Conway ^c (09-14)
Michael McDermott (10-14)
Diana Purnell ^c (09-14)
Linda Dearing (11-15)
Todd Ferrante ^c (09-16)

Since 2009

Joe Cavilla (12-17)
James N. Mathias, Jr. ^c (09-18)
Ron Taylor ^c (09-14)
James Rosenberg (09-19)
Rod Murray ^c (*09-19)
Gary Weber (*19-21)

Charlie Dorman (12-19)
Gee Williams (09-21)
Bobbi Sample (17-23)
Steve Ashcraft (19-24)

* = Appointed to fill an unexpired term/initial terms staggered
^c = Charter Member

Police Accountability Board

Reference: Worcester County, Resolution 22-14.

Appointed by: County Commissioners

Function: Meets with law enforcement agencies to improve policing, appoints civilians to the charging committee and trial boards.

Number/Term: 3/1-year terms
4/2-year terms
Terms expire July 31 st

Compensation: \$100 per meeting expense allowance
67y78

Meetings: As Needed

Special Provisions: Members shall be qualified by reason of experience, training or formal education in building construction or the construction trades.

Staff Contact: Roscoe Leslie, Worcester County Attorney
County Commissioners Office/Administration: Rm. 1103 – 410-632-1194

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>	
Jerred Johnson	Nordstrom	Pocomoke	22-23	
Mary Burgess	Bertino	Ocean Pines	22-23	
Joseph Theobald	Mitrecic	Ocean City	22-23	
Carol Frazier	Bunting	N. Ocean Pines	22-24	
John Simms	Church	Berlin	22-24	
Gregory Tate	Purnell	W. Ocean City	22-24	Resigned
Quincy Shockley	Elder	Snow Hill	22-24	

Prior Members:

* = Appointed to fill an unexpired term

PROPERTY TAX ASSESSMENT APPEAL BOARD

Reference: Annotated Code of Maryland, Tax-Property Article, §TP 3-102

Appointed by: Governor (From list of 3 nominees submitted by County Commissioners)
 - Nominees must each fill out a resume to be submitted to Governor
 - Nominations to be submitted 3 months before expiration of term

Function: Regulatory
 - Decides on appeals concerning: real property values and assessments, personal property valued by the supervisors, credits for various individuals and groups as established by State law, value of agricultural easements, rejection of applications for property tax exemptions.

Number/Term: 3 regular members, 1 alternate/5-year terms
 Terms Expire June 1st

Compensation: \$15 per hour (maximum \$90 per day), plus travel expenses

Meetings: As Necessary

Special Provisions: Chairman to be designated by Governor

Staff Contact: Department of Assessments & Taxation- Janet Rogers (410-632-1365)

<u>Current Members:</u>	<u>Representing:</u>	<u>Term:</u>
Steven W. Rakow	Ocean Pines	*19-22 Resigned
Richard Ramsay	Snow Hill	*21-22 -27
Martha Bennett	Berlin	19-24

Prior Members: Since 1972

Wilford Showell	Joseph A. Calogero (04-09)
E. Carmel Wilson	Joan Vetare (04-12)
Daniel Trimper, III	Howard G. Jenkins (03-18)
William Smith	Robert D. Rose (*06-17)
William Marshall, Jr.	Larry Fry (*10-14 alt) (14-18)
Richard G. Stone	Richard Thompson (*18-21alt)
Milton Laws	Arlene Page 18-23
W. Earl Timmons	
Hugh Cropper	
Lloyd Lewis	
Ann Granados	
John Spurling	
Robert N. McIntyre	
William H. Mitchell (96-98)	
Delores W. Groves (96-99)	
Mary Yenney (98-03)	
Walter F. Powers (01-04)	
Grace C. Purnell (96-04)	
George H. Henderson, Jr. (97-06)	

* = Appointed to fill an unexpired term

SOCIAL SERVICES ADVISORY BOARD

Reference: Human Services Article - Annotated Code of Maryland - Section 3-501

Appointed by: County Commissioners

Functions: Advisory
Review activities of the local Social Services Department and make recommendations to the State Department of Human Resources.
Act as liaison between Social Services Dept. and County Commissioners.
Advocate social services programs on local, state and federal level.

Number/Term: 9 to 13 members/3 years
Terms expire June 30th

Compensation: None - (Reasonable Expenses for attending meetings/official duties)

Meetings: 1 per month (Except June, July, August)

Special Provisions: Members to be persons with high degree of interest, capacity & objectivity, who in aggregate give a countywide representative character.
Maximum 2 consecutive terms, minimum 1-year between reappointment
Members must attend at least 50% of meetings
One member (ex officio) must be a County Commissioner
Except County Commissioner, members may not hold public office.

Staff Contact: Roberta Baldwin, Director of Social Services - (410-677-6806)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Harry Hammond	D-6, Bunting	Bishopville	15-21, 21- 24
Shelly Daniels	D-1, Abbott	Pocomoke City	22-25
Rebecca Colt-Ferguson	D-7, Mitrecic	Ocean City	22-25
Janice Chiampa	D-5, Bertino	Ocean Pines	22-25
Diana Purnell	ex officio - Commissioner		14-18-22-25
Voncelia Brown	D-3, Church	Berlin	16-19-22-25
Mary White	At-Large	Berlin	*17-19-22-25
Margaret Labesky	D-4, Elder	Snow Hill	23-26
Nancy Howard	D-2, Purnell	Ocean City	09-16-17-20-23-26

* = Appointed to fill an unexpired term

Reference: County Commissioners' Resolution 5/17/94 and 03-6 on 2/18/03

Appointed by: County Commissioners

Function: Advisory
Review and comment on Solid Waste Management Plan, Recycling Plan, plans for solid waste disposal sites/facilities, plans for closeout of landfills, and to make recommendations on tipping fees.

Number/Term: 11/4-year terms; Terms expire December 31st.

Compensation: \$100 per meeting expense allowance, subject to annual appropriation

Meetings: At least quarterly

Special Provisions: One member nominated by each County Commissioner; and one member appointed by County Commissioners upon nomination from each of the four incorporated towns.

Staff Support: Solid Waste - Solid Waste Superintendent – David Candy - (410-632-3177)
Solid Waste - Recycling Coordinator – Bob Keenan - (410-632-3177)
Department of Public Works - Dallas Baker- (410-632-5623)

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Michael Pruitt	Town of Snow Hill		*22-24
James Charles	Town of Berlin		21-25
Brain Scarborough	Town of Ocean City		21-25
Vaughn White	D-2, Purnell	Berlin	*19-21, 21-25
Bob Gilmore	D-5, Bertino	Ocean Pines	*21-22, 22-26
George Linvill	D-1, Abbott	Pocomoke	14-18-22-26
George Dix	D-4, Elder	Snow Hill	*10-18-22-26
John O'Brien	D-6, Bunting	Bishopville	*22-23-27
Don Furbay	D-3, Fiori	Berlin	20-24-28
Granville Jones	D-7, Mitrecic	Berlin	*15-16-20-24-28
Mike Wyatt	Town of Pocomoke City		24-28

Prior Members: (Since 1994)

Ron Cascio (94-96)	Frederick Stiehl (05-06)	Rodney Bailey *19
Roger Vacovsky, Jr. (94-96)	Eric Mullins (03-07)	Steve Brown *10-19
Lila Hackim (95-97)	Mayor Tom Cardinale (05-08)	Bob Augustine 16-19
Raymond Jackson (94-97)	William Breedlove (02-09)	Michael Pruitt *15-19
William Turner (94-97)	Lester D. Shockley (03-10)	James Rosenburg (*06-19)
Vernon "Corey" Davis, Jr. (96-98)	Woody Shockley (01-10)	Jamey Latchum *17-19
Robert Mangum (94-98)	John C. Dorman (07-10)	Hal Adkins (*20-21)
Richard Rau (94-96)	Robert Hawkins (94-11)	Mike Poole (11-22)
Jim Doughty (96-99)	Victor Beard (97-11)	Michelle B-El Soloh (*19-24)
Jack Peacock (94-00)	Mike Gibbons (09-14)	
Hale Harrison (94-00)	Hank Westfall (00-14)	
Richard Malone (94-01)	Marion Butler, Sr. (00-14)	
William McDermott (98-03)	Robert Clarke (11-15)	
Fred Joyner (99-03)	Bob Donnelly (11-15)	
Hugh McFadden (98-05)	Howard Sribnick (10-16)	
Dale Pruitt (97-05)	Dave Wheaton (14-16)	
	Wendell Purnell (97-18)	
	George Tasker (*15-20)	

* = Appointed to fill an unexpired term

**WATER AND SEWER ADVISORY COUNCIL
WEST OCEAN CITY SERVICE AREA**

Reference: County Commissioners' Resolution of November 19, 1993

Appointed by: County Commissioners

Function: Advisory
Advise Commissioners on water and sewer needs of the Service Area; review amendments to Water and Sewer Plan; make recommendations on policies and procedures; review and recommend charges and fees; review annual budget for the service area.

Number/Term: 5/4-year terms
Terms Expire December 31

Compensation: \$100.00/Meeting

Meetings: Monthly

Special Provisions: Must be residents/ratepayers of West Ocean City Service Area

Staff Support: Department of Public Works - Water and Wastewater Division
Chris Clasing - (410-641-5251)

Current Members:

<u>Member's Name</u>	<u>Resides/Ratepayer of</u>	<u>Terms (Years)</u>
Keith Swanton	West Ocean City	13-17, 17-21
Blake Haley	West Ocean City	*19-20, 20-24
Todd Ferrante	West Ocean City	13-17-21-25
Gail Fowler	West Ocean City	99-23-27
Deborah Stanley	West Ocean City	95-23-27

Prior Members: (Since 1993)

Eleanor Kelly ^c (93-96)	Andrew Delcorro (*14-19)
John Mick ^c (93-95)	
Frank Gunion ^c (93-96)	
Carolyn Cummins (95-99)	
Roger Horth (96-04)	
Whaley Brittingham ^c (93-13)	
Ralph Giove ^c (93-14)	
Chris Smack (04-14)	

* = Appointed to fill an unexpired term
^c = Charter member

COMMISSION FOR WOMEN

Reference: Public Local Law CG 6-101

Appointed by: County Commissioners

Function: Advisory

Number/Term: 11/3-year terms; Terms Expire December 31

Compensation: None

Meetings: At least monthly (3rd Tuesday at 5:30 PM - alternating between Berlin and Snow Hill)

Special Provisions: **7 district members**, one from each Commissioner District
 4 At-large members, nominations from women's organizations & citizens
 4 Ex-Officio members, one each from the following departments: Social Services, Health & Mental Hygiene, Board of Education, Public Safety
 No member shall serve more than six consecutive years

Contact: Coleen Colson, Chair and , Laura Morrison, Co-Chair
 Worcester County Commission for Women - P.O. Box 211, Snow Hill, MD 21863

Current Members:

<u>Member's Name</u>	<u>Nominated By</u>	<u>Resides</u>	<u>Years of Term(s)</u>
Kimberly List	D-7, Mitrecic	Ocean City	18- 21-24
Elizabeth Rodier	D-3, Fiori	Bishopville	18-21 Resigned
Jocelyn Briddell	At-Large	Berlin	23-26
Coleen Colson	Dept of Social Services		19-22-25
Windy Phillips	Board of Education		19-22-25
Laura Morrison	At-Large	Pocomoke	*19-20-23-26
Crystal Bell, MPA	Health Department		*22-23-26
Jeannine Jerscheid	Public Safety – Sheriff's Office		23-26
Sharnell Tull	At-Large	Pocomoke	23 -26
Joan Scott	D-4, Elder	Newark	23-26
Susan Ostrowski	D-6, Bunting	Berlin	24-27
Dorothy Shelton-Leslie	D-5, Bertino	Ocean Pines	24-27
Dr. Darlene Jackson- Bowen	D-2, Purnell	Pocomoke	*19-21-24-27
Dianna Harris	At-Large	West O. City	24-27
Michelle Goad	D-1, Abbott	Pocomoke City	25-28

Prior Members: Since 1995

Ellen Pilchard ^c (95-97)	Marie Velong ^c (95-99)	Christine Selzer (03)
Helen Henson ^c (95-97)	Carole P. Voss (98-00)	Linda C. Busick (00-03)
Barbara Beaubien ^c (95-97)	Martha Bennett (97-00)	Gloria Bassich (98-03)
Sandy Wilkinson ^c (95-97)	Patricia Ilczuk-Lavanceau (98-99)	Carolyn Porter (01-04)
Helen Fisher ^c (95-98)	Lil Wilkinson (00-01)	Martha Pusey (97-03)
Bernard Bond ^c (95-98)	Diana Purnell ^c (95-01)	Teole Brittingham (97-04)
Jo Campbell ^c (95-98)	Colleen McGuire (99-01)	Catherine W. Stevens (02-04)
Karen Holck ^c (95-98)	Wendy Boggs McGill (00-02)	Hattie Beckwith (00-04)
Judy Boggs ^c (95-98)	Lynne Boyd (98-01)	Mary Ann Bennett (98-04)
Mary Elizabeth Fears ^c (95-98)	Barbara Trader ^c (95-02)	Rita Vaeth (03-04)
Pamela McCabe ^c (95-98)	Heather Cook (01-02)	
Teresa Hammerbacher ^c (95-98)	Vyoletus Ayres (98-03)	
Bonnie Platter (98-00)	Terri Taylor (01-03)	

* = Appointed to fill an unexpired term

^c = Charter member

Notice of Public Hearing Lewis Road Sewer Project Funding

The Worcester County Commissioners will conduct a public hearing to receive comments on the proposed funding for the Lewis Road Sewer Project. If you wish to speak or attend in person, we encourage you to pre-register by calling the County Administration office at 410-632-1194. Speakers will be allowed to address the County Commissioners for up to two (2) minutes. Public Comment may also be submitted in advance by email at wchearing@co.worcester.md.us on or before 4:00 PM Eastern Standard Time on Monday, June 30, 2025. Anyone not planning to speak may view the public hearing live on the County website at <https://worcestercountymd.swagit.com/live>. The Public Hearing will be held at:

Tuesday, July 1, 2025 at 10:30 A.M.
in the County Commissioners' Meeting Room
Room 1101 Government Center, One West Market Street
Snow Hill, Maryland 21863

In accordance with the provisions of Sections PW 5-305(b) and PW 5-307(b) of the Public Works Article of the Code of Public Local Laws of Worcester County, Maryland, the Worcester County Commissioners will hold a public hearing to consider the estimated cost of construction and to extend public sewer to the expanded service area to serve residential and commercial properties along Lewis Road as follows:

1. The total revised cost of the public sewer expansion project is estimated at \$4,498,000 which will provide a total of 60 equivalent dwelling units (EDUs) with sewer service. In 2021, the Commissioners approved \$2,025,000 in grant funding for the project, \$507,000 from the American Rescue Plan Act (ARPA) Grant, and \$1,518,000 from a United States Department of Agriculture (USDA) Grant. In 2025, USDA awarded the County an additional \$2,473,000 for the project, of which \$1,855,000 is grant and \$618,000 is loan. The conditions of the loan are at an interest rate of 2.5% with a term of 40 years, with no prepayment penalty. If the County accepts the 2025 grant and loan, the loan will be repaid by the Lewis Road customers through an estimated payment of \$105 per EDU per quarter for 40 years. Repayment would begin three months after disbursement of the loan.
2. In addition, should the project be completed in FY26, the Lewis Road customers would be joining the Landings Sanitary Service Area and would be assessed their FY26 proposed rates as follows:
 - a. \$60 water only base rate to cover water operation and maintenance costs for the service area
 - b. Once hooked into sewer, \$360 base rate to cover water and sewer operation and maintenance costs for the service area
 - c. \$15 charge for the Bay Restoration Fund
 - d. Unbuilt and unconnected lots would have an Accessibility Charge of \$306 per EDU
 - e. In addition to the base rate, the Lewis Road customers would have the following consumption rate charges:
 - i. \$5.00 per thousand gallons between 0 gallons to 22,500 gallons
 - ii. \$15.00 per thousand gallons over 22,500 gallons

The case file for this proposed project may be reviewed at the Department of Environmental Programs, Room 1306, (3rd floor) – Government Center, One West Market St., Snow Hill, Maryland 21863. These documents may be reviewed at the Department during regular business hours of 8:00 A.M. to 4:30 P.M., Monday through Friday (except holidays). Anyone who has questions should contact the following: Robert Mitchell, Director of Environmental Programs, at (410) 632-1220, extension 1601; Quinn Dittrich, Enterprise Fund Controller, at (410) 632-0686, extension 1201; Dallas Baker, Director of Public Works, at (410) 632-5623.

All interested citizens are encouraged to attend the hearing and express their views on this matter, both written and orally.