



**COUNTY COMMISSIONERS SCHEDULE
TUESDAY, JULY 14, 2020
LEGISLATIVE DAY**

To comply with the Governor's proclamation declaring a state of emergency in Maryland, to minimize the person-to-person spread of COVID-19, we encourage that citizens stay home and watch the County Commissioner's meeting live on our QAC Website at www://qac.org/live or on QACTV's Television channel on Atlantic Broadband cable (channel 7 or 77).

To maintain social distancing, seating will be limited. If you have any respiratory symptoms such as fever, cough, and/or shortness of breath, please refrain from attending the meeting and notify a healthcare provider. We will be screening all meeting participants prior to entering the building.

Press and Public Comments is encouraged. Please send your written comments to PublicComment@qac.org or speak live by going to <https://www.qac.org/1430/Public-Comment-During-Live-County-Meetin>

Thank you for your cooperation and understanding.

1. CLOSED SESSION

5:00 p.m.

Todd Mohn, PE, County Administrator
Beverly Churchill, Human Resources Director
"Under Section 3-305b(1) of the General Provision Article"
"Personnel"
"Boards/Commissions"

2. CALL TO ORDER

5:30 p.m.

Call to Order,
Pledge of Allegiance,
Moment of Silence,
Approval of Agenda

Accept County Commissioners' Minutes
- Regular Minutes – June 23, 2020
- Roads Minutes – June 9, 2020
- Sanitary Minutes – May 26, 2020
- Closed Session – June 23, 2020

Press and Public Comments**

3. NEW BUSINESS

5:35 p.m.

DEPARTMENT OF PUBLIC WORKS
Admin/Engineering/Property Management

1. Wetland Mitigation Delineation & Design: Contract Award
2. Property Management – Weed Control - FY21 Truck Solid Waste
3. Solid Waste Division – Groundwater and Landfill Gas Monitoring Contract Award Sanitary
4. FY 21 Trucks – ¾ Ton Pick-ups
5. KNSG Wastewater Capacity Update - Schedule 'A'
6. Southern Kent Island Sanitary Project - Update No. 2

Mr. Todd R. Mohn, PE, County Administrator
 "Presentation of Documents for Signatures and Weekly

Correspondence"

Action

1. Letter of support request for YMCA Grant
2. Subordination Agreement Critical Workforce Loan Client Kirby Schulz
3. Draft Standard Operating Policy
4. Lab Leasing Co., Inc. d/b/a Water Testing Labs of Maryland
5. BOE additional appropriation request in restricted (grant) funding
6. BOE request of transfers between major state categories
7. Rural Legacy Deed of Easement Amendment – Austin Reed and Margery Poitras
8. KNDF Transfer from 570 Fund
9. Budget Amendment CC-1 – County Departmental Savings
10. Property Liens

5:50 p.m. Public Hearing
 "Amending the Queen Anne's County Solid Waste Plan"

4. LEGISLATION

5:55 p.m. Public Hearing
County Ordinance 20-10 - Postponement of the 2020 Queen Anne's County Tax Sale (emergency bill - available to be voted on)

Legislative Session
County Ordinance 20-03 - timing of development impact fee collection and assignment of an administrative fee for the processing of deferred impact fee payments in Queen Anne's County (available to be voted on)

County Ordinance 20-05 - lot width dimensions and other bulk standards for duplex units in Grasonville Neighborhood Commercial (GNC) and Grasonville Village Commercial (GVC) (available to be voted on)

County Ordinance 20-09 - Carry Over of Vacation Leave (available to be voted on)

Documents:

- [ORD 20-10.Pdf](#)
- [ORD 20-03.Pdf](#)
- [ORD 20-05.Pdf](#)
- [ORD 20-09.Pdf](#)

5. PRESENTATIONS

Ms. Kelly Huber, Character Counts!
Character Counts – “Citizenship”

Proclamation”

Mr. Steven Chandlee, Parks and Recreation Director
“Designation of July as Parks and Recreation Month

Mr. Steven Chandlee, Parks and Recreation Director
“Department of Park & Recreation Update”

Press and Public Comments**

Commissioner’s Roundtable

* Please note that Schedule times are subject to change, except for public hearings.
PUBLIC COMMENT SIGN-IN SHEET WILL BE AVAILABLE 1 HOUR PRIOR TO THE MEETING.

** Press and Public Comments at the beginning of the meeting will last 15 minutes. Additional time will be available at the end of the meeting for anyone wishing to speak. Comments are limited to 3 minutes in length. Comments longer than 3 minutes must be submitted in writing.
PUBLIC COMMENT SIGN-IN SHEET WILL BE AVAILABLE 1 HOUR PRIOR TO THE MEETING.

*** Part of the meeting may be closed to the Public in accordance to the Open Meetings Act procedures.

****Agendas will be posted by 4:30 pm the Friday prior to the meeting. The meeting attachments will be posted on the agenda by 4:30 pm the Monday prior to the meeting.

COUNTY ORDINANCE NO. 20-10

AN EMERGENCY BILL ENTITLED

AN ACT CONCERNING the Postponement of the 2020 Queen Anne's County Tax Sale;

FOR THE PURPOSE of delaying and postponing the 2020 Queen Anne's County Tax Sale until 2021; and generally addressing the date of the annual tax sale in Queen Anne's County.

BY AMENDING Section 5-2 of the Code of Public Local Laws of Queen Anne's County, Maryland.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND, that Section 5-2 of the Code of Public Local Laws of Queen Anne's County, Maryland be and is hereby AMENDED to read as follows:

Chapter 5. County Finance

Article I. Tax Collector

§5-2. Date of tax sales.

- A. Tax sales under the provisions of the Tax-Property Article of the Annotated Code of Maryland shall be conducted on the third Tuesday of May in each year and shall be continued from day-to-day until completed.
- B. Notwithstanding the foregoing, the tax sale to be conducted in calendar year 2020 shall be postponed and the collector of taxes shall sell all properties on which the tax is in arrears on the regularly scheduled tax sale in 2021.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall be declared an Emergency Bill affecting the health, safety and welfare of the citizens of Queen Anne's County and shall, upon adoption by an affirmative vote of at least four-fifths of the total membership of the Board of County Commissioners, be effective immediately upon adoption.

INTRODUCED BY: Commissioner Moran

DATE: June 23, 2020

PUBLIC HEARING HELD: July 14, 2020 @ 5:55 pm

VOTE: Yea Nay

DATE OF ADOPTION:

EFFECTIVE DATE:

COUNTY ORDINANCE NO. 20-03

A BILL ENTITLED

AN ACT CONCERNING the timing of development impact fee collection and assignment of an administrative fee for the processing of deferred impact fee payments in Queen Anne's County.

FOR THE PURPOSE of clarifying specific standards in the unincorporated areas of Queen Anne's County for the imposition and enforcement of development impact fees in Chapter 18:3-7 of the Code of Public Local Laws of Queen Anne's County, Maryland.

BY AMENDING Section 18:3-7 of the Code of Public Local Laws of Queen Anne's County, Maryland.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that Section 18:3-7 of the Code of Public Local Laws be and is hereby AMENDED to read as follows:

§ 18:3-7. Imposition and enforcement of development impact fees.

A. Unincorporated County.

(1) A building permit or zoning certificate shall not be issued by the County for a new development until either:

- a. The development impact fees required under this Chapter 18:3 have been calculated and paid; or
- b. The applicant for a building permit or zoning certificate has executed a promissory note and a Notice of Lien filed in the Land Records of Queen Anne's County obligating the applicant to pay required impact fees ~~upon the earlier of the following~~ as follows: 50% of the impact fee must be paid at time of building permit submittal; 25% paid at time of framing inspection (or third inspection); and 25% paid prior to time of final inspection.

~~[1] Within 18 months of the issuance of the building~~

~~permit or zoning certificate; or~~
~~{2} Upon issuance of the certificate of occupancy.~~
The Applicant shall pay a 3% administrative fee at the time of application.

(2) In no event shall a certificate of occupancy be issued unless the development impact fees required under this Chapter 18:3 have been paid. The amount of the development impact fee due is the amount of the fee in effect on the date of application for the building permit or zoning certificate.

B. Municipal corporations. Development impact fees on new development within municipal corporations shall be collected by the County prior to issuance of a building permit or zoning certificate as required by this Chapter 18:3. No municipal corporation shall issue a building permit or zoning certificate until the applicant demonstrates that all impact fees required by this Chapter 18:3 have been paid to the County.

C. Lien. In the event new development is undertaken without the payment of all applicable development impact fees, the unpaid development impact fees shall:

- (1) Be a lien against the site of development and a Notice of Lien may be filed in the Land Records of Queen Anne's County.
- (2) Be levied, collected, and enforced in the same manner as real property taxes imposed by the County; and
- (3) Have the same priority and bear the same interest and penalties as real property taxes.

D. Actions to recover. In the event a development impact fee is not paid as required by this Chapter 18:3, the County Attorney may institute an action to recover the fee and enjoin the use of the property until the fee is paid. The person who fails so to pay shall be responsible for the costs of such suit, including reasonable attorney's fees.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its adoption.

INTRODUCED BY: Commissioner Jack Wilson

DATE: March 10, 2020

PUBLIC HEARING HELD: June 23, 2020 @ 6 pm

VOTE: Yea Nay

DATE OF ADOPTION:

EFFECTIVE DATE:

COUNTY ORDINANCE NO. 20-05

A BILL ENTITLED

AN ACT CONCERNING lot width dimensions and other bulk standards for duplex units in Grasonville Neighborhood Commercial (GNC) and Grasonville Village Commercial (GVC).

FOR THE PURPOSE of making consistent Planned residential development standards outlined in § 18:1-36 with lot width dimensions and other bulk standards in GNC and GVC found in the Code of Public Local Laws of Queen Anne's County, Maryland.

BY AMENDING §18:1-32.D(2)(b)[5][b] and §18:1-33.D(2)(b)[5][b] of the Code of Public Local Laws of Queen Anne's County, Maryland.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that §18:1-32.D(2)(b)[5][b] and §18:1-33.D(2)(b)[5][b] of the Code of Public Local Laws be and is hereby AMENDED to read as follows:

Article V. District Standards

§18:1-32 Grasonville Neighborhood Commercial (GNC) District.

...

D. Development standards.

...

(2) Residential development standards

...

(b) Dimensional and bulk requirements.

...

[5] Minimum lot width.

[a] Single-family cluster: 50 feet.

[b] Multifamily: ~~50 feet.~~ See §18:1-36.

[c] Large-lot subdivision: 60 feet.

§18:1-33 Grasonville Village Commercial (GVC) District.

...

D. Development standards.

...

(2) Residential development standards

...

(b) Dimensional and bulk requirements.

...

[5] Minimum lot width.

[a] Single-family cluster: 50 feet.

[b] Multifamily: ~~50 feet.~~ See §18:1-36.

[c] Large-lot subdivision: 60 feet.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its adoption.

INTRODUCED BY: Commissioner Corchiarino

DATE: March 10, 2020

PUBLIC HEARING HELD: June 23, 2020 @ 6:05 pm

VOTE: _____ Nay _____

DATE OF ADOPTION: _____

EFFECTIVE DATE: _____

COUNTY ORDINANCE NO. 20-09

A BILL ENTITLED

AN ACT CONCERNING Carry Over of Vacation Leave;

FOR THE PURPOSE of revising the amount of vacation leave that may be carried over from calendar year to calendar year from 520 to 600 hours;

BY AMENDING Section 27-91 of the Code of Public Local Laws of Queen Anne's County, Maryland.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that Section 27-91 of the Code of Public Local Laws of Queen Anne's County be and is hereby AMENDED to read as follows:

§ 27-91 **Forms of leave.**

A. Vacation leave. In recognition of the fact that periods of time away from the workplace enhance long-term job performance, the County shall provide a paid vacation leave benefit to employees. Vacation leave may also be used for certain qualifying events or absences, but is primarily intended to provide employees with paid, nonduty time within which to pursue employee-selected recreational activities.

(1) Full-time employees serving a probationary period following initial appointment shall not be permitted to take vacation leave during the first six months of the probationary period unless the denial of such leave will create an undue hardship and upon application to and approval by the Director of Human Resources.

(2) Each full-time employee shall earn vacation leave on a monthly basis in accordance with the following schedule of total service:

(a) Fewer than five years: 96 hours per year. While employees shall accrue leave in accordance with this schedule from date of hire, they shall not be entitled to take any vacation leave during the first six months of employment. This leave accrual will not be shown on the employee pay stub/voucher until after the completion of the first six months of the probationary period. Should the employee separate employment prior to completion of the six months, this leave accrual is not payable to the employee.

(b) Five years but fewer than 10 years: 120 hours per year.

(c) Ten years but fewer than 20 years: 160 hours per year.

(d) Twenty or more years: 200 hours per year.

(3) No more than ~~520~~ 600 hours of vacation leave may be carried forward from calendar year to calendar year by any member of the classified or professional and executive services. At the end of each calendar year, employees shall forfeit all vacation leave in excess of ~~520~~ 600 hours of such leave.

(4) Vacation leave shall only be taken with the prior, written approval of the employee's appointing authority.

(5) An employee who is separated shall be paid for vacation leave accumulated to the date of separation, not to exceed a maximum of ~~520~~ 600 hours. Any advanced vacation leave owed the County shall be deducted from the employee's final compensation.

(6) The estate of an employee who dies while employed by the County shall be entitled to payment for all of the accumulated vacation leave credited to the employee's account.

(7) No employee shall take more than two consecutive weeks of his or her vacation at any one time except by approval of his or her appointing authority.

(8) Employees whose employment begins between the first and 15th of the month receive the full accrual for the month. However if the employment begins after the 15th of the month, the accrual begins the following month. Likewise for employees who separate employment; to receive the full accrual, the separation date must be past the 15th of the month to receive the accrual for that month.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its enactment.

INTRODUCED BY: Commissioner J. Wilson

DATE: June 9, 2020

PUBLIC HEARING HELD: June 23, 2020

VOTE: Yea Nay

DATE OF ADOPTION:

EFFECTIVE DATE: