

July 13, 2021

The County Commissioners of Queen Anne's County met this date pursuant to its last adjournment and there were present:

Christopher M. Corchiarino
James J. Moran
Jack N. Wilson, Jr.
Stephen Wilson
Philip L. Dumenil

MEETING CALLED TO ORDER:

The meeting was called to order at 5:00 p.m.

CLOSED SESSION:

Pursuant to State Government Law Section 3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; "The County Commissioners held a Closed Session on a motion of Commissioner Dumenil, seconded by Commissioner J. Wilson, at 5:00 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 5:15 p.m. Those in attendance were Mr. Todd Mohn, County Administrator and Ms. Margie Houck, Executive Assistant.

The Board discussed a Personnel Issue and Boards and Commissions appointments.

Pursuant to State Government Law Section 3-305(b), (7) to consult with counsel to obtain legal advice on a legal matter; "The County Commissioners held a Closed Session on a motion of Commissioner Dumenil, seconded by Commissioner J. Wilson, at 5:15 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 5:30 p.m. Those in attendance were Mr. Todd Mohn, County Administrator and Ms. Margie Houck, Executive Assistant, Patrick Thompson, County Attorney and Mr. Alan Quimby, Director of the Department of Public Works met with the Board.

The Board requested legal advice on a contract.

In Open Session:

On a motion made by Commissioner S. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to appoint Justin Hoyt, Cameron Ronayne, Sara Shelley, and Olivia Tryon to the Board of the Queen Anne’s County Community Partnerships for Children and Families to serve a three-year term ending on June 30, 2024.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to that the County Administrator & Director of Human Resources develop a salary study focused on critical workforce needs and to provide a recommended plan to keep pace with local and regional salary and wage markets. As part of the motion, Commissioners Corchiarino and J. Wilson asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

MINUTES:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the Agenda, as amended, for the current meeting and the Regular and Closed Session Minutes of June 22, 2021.

PRESS AND PUBLIC COMMENTS:

The following persons spoke to the Commissioners on subjects of interest to them:

1. Sharon Nuzback

DEPARTMENT OF PUBLIC WORKS – ADMINISTRATIVE/ENGINEERING:

Mr. Alan Quimby, Director; the Department of Public Works; and Mr. Lee E. Edgar, P.E. submitted to the Board.

DECLARATION OF EXTINGUISHMENT AND RELOCATION OF DRAINAGE EASEMENT:

Mr. Edgar submitted to the Board for their review and approval, Declaration of Extinguishment and Relocation of Drainage Easement for 233 Mattapex Plantation Lane, Stevensville.

The Board reviewed the Declaration of Extinguishment and Relocation of Drainage Easement for Major Subdivision of Phase II, The Landings at Mattapex Lot 6 (Tax ID 04-108965) 233 Mattapex Plantation Lane - 30' wide drainage easement with perpetual right to discharge.

The drainage easement traverses and provides for a perpetual right to discharge across Lots 6. The boundary of the existing easement does not encompass the current flow channel and impedes the property owner's plan for improvement to their home and property. Accordingly, the property owners, Scott and Amy Park, desire that the boundaries of the drainage easement be adjusted so to encompass the present flow channel and not interfere with their development plans. The proposal has been reviewed and deemed acceptable by the stormwater management section of the Engineering Division. The Declaration of Extinguishment and Relocation of Drainage Easement instrument has been reviewed, approved and signed by the County Attorney. The original Declaration will be presented at the July 13, 2021 County Commissioner's meeting for final signature and execution.

This item was withdrawn.

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

The Board reviewed various correspondence with Mr. Todd Mohn, County Administrator.

ANIMAL TRANSPORTATION VEHICLE – FY21 CARGO TRANSIT VAN:

Ramon Villatoro submitted to the Board for their review and approval, Animal Transportation Vehicle FY21 Cargo Transit Van.

In 2020, Animal Services transferred 179 animals to other Maryland Animal shelters/rescues, primarily located in Carroll County and Annapolis. In order to accomplish the animal transports, staff would use their personal vehicles and personal gas. This increases our life saving efforts and reduces euthanasia in the shelter.

In 2020, Animal Services sent approximately 148 animals to Veterinary hospitals for emergency visits, general sick exams, or spay/neuter surgery. Staff would use their personal

vehicles and personal gas to transport the animals for their appointments. 75% of appointments are in Queen Anne’s County, while 25% of appointments are in Anne Arundel County.

Animal Services had \$30,000 approved in the FY22 Capital Budget for a new cargo transit van. Using the State of Maryland’s General Services procurement prices, a 2021 Ford Transit Connect cargo van costs \$22,335.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to purchase one 2021 Ford Transit Connect cargo van for Animal Services Transportation operations from Apple Ford, via the State of Maryland’s Blanket Purchase Order, in the amount of \$22,335.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

CDBG COVID-ROUND 1 – GRANT # CV-1-8 GRANT AGREEMENT AMENDMENT:

Mike Clark, Chief of Housing and Family Services, submitted to the Board for their review and approval, CDBG COVID-Round 1 - Grant# CV-1-8, Grant Agreement Amendment.

In June 2020, Queen Anne’s County applied for funding through a Community Development Block Grant (CDBG) for Rental Assistance and Quarantine Sheltering.

With the implantation of the new Emergency Rental Assistance Program (ERAP), CDBG has allowed us to amend our original grant agreement to use the funds for other needs in conformance with program regulations. After further discussions with the Queen Anne’s County Area Agency on Aging it was discovered that the funds could be used to help support the Home Delivered Meals program.

A Notice of Substantial Amendment was placed in the Bay Times/Record Observer on May 7, 2021 and we received no comments on the plan to divert funding from its initial purpose to Home Delivered Meals.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign and initial the Amendment to Maryland Community Development Block Grant Program COVID-Round 1 Grant Agreement for grant number CV-1-8.

Commissioners	Yes	No

Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

PROPERTY LIEN:

Vivian Swinson, Zoning Administrator, submitted to the Board for their review and approval, Property Lien.

Map 30, Parcel 32, 102 Massey Avenue, Church Hill (\$400.00) Occupied/Rented

An independent contractor hired by the Zoning Office to cut grass at the above referenced addresses after the property owner ignored repeated attempts by the Zoning Inspector to get the site to comply with Queen Anne’s County Code Chapter 19 Article II § 19-2 L. (2) which states: A person may not allow any vegetation to grow higher than 12 inches on any lot or parcel that is: (a) Less than three acres in size; and (b) located in an approved or recorded residential subdivision or any part of which is within 200 feet of a neighboring residence.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, Commissioner Corchiarino recused himself, the Board agreed to approve Resolutions 21-08 to place a lien on the property listed in the County Zoning Administrator’s memorandum dated July 13, 2021 for nuisance violations.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	recused	

SUPPORT LETTER FOR SENIOR CENTER CAPITAL GRANT:

Cathy Willis, Department of Community Services Director, submitted to the Board for their review and approval, Support Letter for Senior Center Capital Grant.

The Board reviewed a draft letter to Secretary Rona Kramer of the Maryland Department of Aging in support of the application for the Senior Citizens Activities Centers Capital Improvement Grants Program. This grant will provide up to \$800,000 towards the Senior Center portion of the new YMCA project. It is essential that we secure this funding to assist the overall project.

As we heard during the groundbreaking, we expect full support from the state in applying for this grant. This is basically a formality for the grant application.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the letter to Secretary Rona Kramer of the Maryland Department of Aging in support of the application for the Senior Citizens Activities Centers Capital Improvement Grants Program. As part of the motion, Commissioner J. Wilson asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

FUND BALANCE REQUEST & REVISED FY22 BUDGET REQUEST:

Dr. Clifford P Coppersmith Ph. D., Chesapeake College President, submitted to the Board for their review and approval, Fund Balance Request and Revised FY 2022 Budget Request.

Chesapeake College is pleased to report an increase in FY 2022 State funding of \$895,052 resulting from the Senator John A. Cade Funding Formula & Budget Reconciliation & Financing Act: FY 2022.

The college has prepared a revised FY 2022 budget plan, as a result of this increase in State funding. The revised budget proposal does not require any additional support from the college’s five support counties. The college’s Board of Trustees met on June 10, 2021 and approved this revised budget.

Highlights of the revised budget plan:

The revised proposal does provide a salary increase to full-time employees. The original FY 2022 budget did not include an across-the-board salary increase and removed the FY 2021 proposed 2% across-the-board salary increase. This revised budget proposal includes a 5% across-the-board salary increase. The college is recommending a FY 2022 salary scale change for faculty/staff and for adjunct employees. A top priority in the revised budget is to move forward with a full compensation study in FY 2022. The college continues to experience challenges retaining our highly skilled and proficient workforce as well as successfully bringing new employees to the college to maintain high-demand areas in operations and instruction. Our ability to successfully hire in vital technical areas such as Information Technology, Health Professions, STEM fields (Science, Technology, Engineering, and Mathematics), and the Skilled

Trades are increasingly being hampered by our dated salary structure—now five years old—and our inability in the past two years to keep pace with local and regional salary and wage markets.

One-Time Fund Balance Request \$1,200,000:

As part of this revised FY 2022 Budget proposal, the college is also requesting use of the college fund balance for five specific projects. The project descriptions provide a broad overview of the projects and the proposed budgets. Each project will be subject to the college procurement processes and several of the projects will most likely span over multiple fiscal years. Included after the project descriptions is a recap of the college operating fund balance.

The leadership, staff, faculty, and students at Chesapeake College appreciate the financial support of our counties. That support makes possible our vital mission—providing education and economic development so people in our region can support their families and live better lives.

After review of the revised FY2022 budget and the request for a one-time fund balance transfer for the designated projects, the college requested formal approval by each of the five support counties of the following two items:

- Revised Operating budget by function \$23,420,066
- One-Time Fund balance request \$1,200,000

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the Chesapeake College Fund Balance Request & Revised FY22 Budget Request. As part of the motion, Commissioner J. Wilson asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

WHITE MARSH PARK LIGHTING PROJECT:

Mike Watson, Chief of Operations, Department of Parks and Recreation, submitted to the Board for their review and approval, White Marsh Park Lighting Project.

The Department of Parks and Recreation requested to enter a contract with MUSCO Lighting to install athletic field lights at White Marsh Park in the amount of \$1,284,148, utilizing the Keystone Purchasing Network Agreement KPN-201901-01.

This project will install new lights on the Bermuda soccer fields, Parks and Recreation will submit POS Grant in the amount of \$1,000,000. The remaining funds to complete the project will come from FY22 county fund balance in the amount of \$284,148.

On a motion made by Commissioner Dumenil, seconded by Commissioner Moran, the Board unanimously agreed to authorize the Department of Parks to enter a contract with MUSCO Lighting to install new athletic field lights at White Marsh Park in the amount of \$1,284,148, utilizing the Keystone Purchasing Network agreement. Funding to come from the POS Grant Funds and county fund balance. As part of the motion, Commissioner Dumenil asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

CHARACTER COUNTS:

The Boards read the following Character Counts! Proclamation for July, written by: Lance G. Richardson, State’s Attorney for Queen Anne’s County:

WHEREAS, Queen Anne’s County was declared a “Character Counts! Community; and

WHEREAS, all citizens are called upon to embrace the “Six Pillars of Character” and incorporate and model these traits in their daily activities; and

WHEREAS, community members are committed to fulfilling their responsibilities as citizens of their town, county, state and country; and

WHEREAS, all citizens should encourage young adults at age 18 to register to vote and to understand the issues facing the community and to serve as role models of citizenship proud to have the right to vote; and

WHEREAS, all citizens should respect and consider following the laws as an important part of citizenship, understanding the processes that create and maintain the laws; and

WHEREAS, all citizens, when called upon to do so, will serve on jury duty and recognize the importance of democracy, protecting and preserving our Constitutional rights as Americans; and

WHEREAS, the act of citizenship demonstrates all of the Six Pillars of Character benefiting the citizens and community as a whole thus helping the government and society to work in a more positive partnership; and

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, do hereby, designate the Character Counts! pillar of the month for July to be “Citizenship”.

FLAGGER INSTRUCTOR TRAINING:

Tim Ailsworth, LGIT Executive Director; Ms. Beverly Churchill, Director and Dwayne Embert, Risk Manager for Human Resources met with the Board for the presentation of the Local Government Insurance Trust Grant Award for MD Certified Flagger Instructor Training.

Queen Anne’s County is being awarded a LGIT training grant award in the amount of \$587.50 for MD Certified Flagger Instructor training.

DEPARTMENT OF EMERGENCY SERVICES UPDATE:

Scott A. Haas, Director, met with Board to present the Department of Emergency Services Update.

The following was highlighted:

EMERGENCY MEDICAL SERVICES

- January 1st - June 30th, 2021
- 3,804 Calls for Service
- 1,858 Transports
- 10,437 Procedures
- 4,617 Medications
- Higher acuity patients as well as lift-assist patient calls have increased.

RETURNING TO SOME SENSE OF NORMAL

- Slowly returning to normal operations with the Covid-19 infection rate decreasing.
- Crews have truly embraced the new normal’ with masks, eye protection, and gloves on every incident.
- Huge supply of PPE in storage to better be prepared for the next pandemic.
- In-person training has returned.

UPCOMING CHANGES AND IMPROVEMENTS

- Upgrades in Zoll monitors, purchase of new monitors and AED’s.
- Dr. First program. Real time patient info. (First in the State to embrace technology.)

- FY-22 Supervisor unit purchase as well as new staff.
- 24/7 Staffing of station-200 when possible.

WHAT’S NEXT?

- Continue hands only CPR education.
- Active Assailant education to QAC employees along with “Stop The Bleed” training will re-start.
- Multiple PSA’s as well as press releases on new technology and EMS services.
- “Mission Life-line” Gold tar year 5 in a row.
- Delivery of new Paramedic Ambulance.
- Support surrounding large gathering events.
- Summer is here, increased call volume, bay bridge traffic.
- The Continue Bay Bridge to provide Run planning. the best EMS service in the State!

QUEEN ANNE’S COUNTY & EASTERN SHORE COMMUNICATIONS ALLIANCE 9-1-1 PROJECT.

Next Generation 9-1-1 - AT&T ESInet TM Service

County status-

Queen Anne’s: Project manager assigned and special construction underway- Waiting on a permit from SHA, pending due to construction and the Route 305 bridge. Go-Live is slated for 1st Quarter of 2022.

Other Counties status: Approved by the Maryland 9-1-1 Board - Caroline, Dorchester, Kent and Somerset Maryland 9-1-1 Board July Meeting project submitted for funding consideration - Cecil, Talbot and Worcester. Wicomico Co. still under review at county level.

LEGISLATIVE SESSION:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, with Commissioner Moran opposing, the Board agreed to disapprove County Ordinance 21-02. As part of the motion, Commissioners Moran asked questions and/or made comments on this topic.

COUNTY ORDINANCE NO. 21-02

A BILL ENTITLED

AN ACT CONCERNING Major and Minor Multifamily Dwellings and Nonresidential Height Requirements in the Urban Commercial (UC) Zoning District in Queen Anne’s County, Maryland;

FOR THE PURPOSE of adding major and minor multifamily dwellings as a permitted use in the Urban Commercial (UC) Zoning District; providing that the same shall be permitted only as part of a redevelopment that includes an existing Marina and other commercial uses; amending the Urban Commercial (UC) District purpose; amending the dimensional and bulk standards and the maximum building height for nonresidential uses in the Urban Commercial (UC) Zoning District; and generally addressing and dealing with uses, bulk standards and nonresidential height requirements in the Urban Commercial (UC) Zoning District in Queen Anne’s County;

BY AMENDING Section 18:1-22 of the Code of Public Local Laws of Queen Anne’s County, Maryland.

Commissioners	Yes	No
Moran		x
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt County Ordinance 21-03.

COUNTY ORDINANCE NO. 21-03

A BILL ENTITLED

AN ACT CONCERNING Self-Storage Uses in the Town Center (TC) Zoning District in Queen Anne’s County, Maryland;

FOR THE PURPOSE of permitting self-storage uses, with interior access only in the Town Center (TC) Zoning District in Queen Anne’s County; revising the definition of “Light Industrial Use” under the general definition of “Industrial Use”; providing a definition for “Self-Storage Facility (interior access only)”; and generally dealing with and providing for self-storage uses with interior access only in Chapter 18 of the Code of Public Local Laws of Queen Anne’s County;

BY AMENDING Section 18:1-28, and the definition of “Light Industrial Use” in 18 App-1 and ADDING a definition of Self-Storage Facility (interior access only) in 18 App-1 of the Code of Public Local Laws of Queen Anne’s County, Maryland.

Commissioners	Yes	No
Moran	x	
J Wilson	x	

S Wilson	x	
Dumenil	x	
Corchiarino	x	

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt County Ordinance 21-05.

COUNTY ORDINANCE 21-05

A BILL ENTITLED

AN ACT CONCERNING the Expansion of the Kent Narrows Commercial Management and Waterfront Improvement District Established Under Article IV of Chapter 5 of the Code of Public Local Laws of Queen Anne’s County.

FOR THE PURPOSE of expanding the Kent Narrows Commercial Management and Waterfront Improvement District to include Parcel 607, Grid 20, Map 58D, as shown on the Queen Anne’s County Sectional Zoning Maps, currently owned by Lippincott Sailing Yachts, Inc.

BY AMENDING the boundaries of the Kent Narrows Commercial Management and Waterfront Improvement District.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

PRESS AND PUBLIC COMMENTS:

No persons spoke to the Commissioners on subjects of interest to them.

COMMISSIONER’S ROUNDTABLE:

Commissioner S. Wilson discussed the following:
 Made note of the excess capacity on the roads

Commissioner Dumenil discussed the following:
 Pleased with citizens speaking out about Ordinance 21-02.

Commissioner J. Wilson discussed the following:

Noted that he feels that they are doing a good job at listening to the citizens and they are not taking kickbacks from contractors and is disheartened to see those comments on social media.

Commissioner Corchiarino discussed the following:

Thanked citizens for participating and asked people to watch for Press Releases, watch the Commissioner and Planning Commission meeting. There are plenty of avenues to see what the County is doing.

Welcomed the new School Board Superintendent, Patricia Saelens.

Thanked County Staff for all their work during the holiday weekend.

Students from Matapeake Elementary School put together packets on reasons why drivers should not be texting or distracted while driving.

There being no further business, they adjourned at 7:00 p.m. to meet again on Tuesday, July 27, 2021.

EXECUTIVE ASSISTANT

PRESIDENT