

August 24, 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), (8) to consult with staff, consultants, or other individuals about pending or potential litigation; "The County Commissioners held a Closed Session on a motion of Commissioner J. Wilson, seconded by Commissioner Dumenil, 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 Todd Mohn, County Administrator and Margie Houck, Executive Assistant and Patrick Thompson, Esquire, County Attorney.

The Board discussed pending litigation.

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 J. Wilson, seconded by Commissioner Dumenil, 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 5:40 p.m. Those in attendance were Todd Mohn, County Administrator and Margie Houck, Executive Assistant and Beverly A. Churchill, Department of Human Resources Director.

It was noted in open session, on July 13, the Commissioners authorized a salary study focused on critical workforce needs and a corresponding recommended plan to keep pace with local and regional salary and wage markets.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to approved Phase I and Phase II of the Critical Workforce Needs Salary Plan be approved and implemented by the Director of Human Resources.

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 Moran, the Board unanimously agreed to approve the Agenda for the current meeting and the Regular and Closed Session Minutes of August 10, 2021.

PRESS AND PUBLIC COMMENTS:

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

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

PROPERTY LIENS:

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

- Map 070, Parcel 105, 542 Talbot Road, Stevensville (\$220.00) Vacant
- Map 064, Parcel 059, 1513 Little Creek Road, Chester (\$235.00) Vacant
- Map 057, Parcel 507, 1906 Cecil Court, Chester (\$235.00) Vacant
- Map 58D, Parcel 120, 3809 Main Street, Grasonville (\$235.00) Vacant
- Map 056, Parcel 437, 135 Mainsail Drive, Stevensville (\$250.00) Vacant
- Map 581, Parcel 374, 1015 Grasonville Cemetery Road, Grasonville (\$235.00) Vacant

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 Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve Resolutions 21-09 through 21-14 to place a lien on properties listed in the County Zoning Administrator’s memorandum dated August 24, 2021 for nuisance violations.

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

WORCESTER ROAD – PUBLIC HEARING REQUEST:

Shane Moore, PE, submitted to the Board for their review and approval, Worcester Road - Public Hearing Request.

A public meeting was held on July 28, 202, at 7 pm, at the Kent Island Estates Community Hall to present and review the proposed Worcester Road Improvement Special Assessment project with members of the Kent Island Estates Roads Association, property owners and community members.

The next step in the special assessment process is to schedule a public hearing. The tentative dates of October 13th, 4th, 20th, and 21st at the Kent Island Estates Community Hall are proposed consideration.

With a selected hearing date, staff will work with the County Attorney to finalize the public advertisement as well as certified notification and project information packets for mailing.

On a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to schedule the proposed Worcester Road Improvement Project Public Hearing at the Kent Island Estates Community Hall.

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

MD STATE LIBRARY CERTIFICATION FOR STATE AID – FY 2022:

Irene M. Padilla, Maryland State Librarian, submitted to the Board for their review and approval, Certification for State Aid - FY 2022.

The Board reviewed the Certification for Cooperative Local-State library Aid Programs for FY22. To be eligible for its State Share of the minimum cooperative local state library aid program, a county government must provide the required minimum contribution (§23-503 of the Education Article, Annotated Code of Maryland).

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to approve the Certification for Cooperative Local-State Aid Programs for FY22.

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

UPPER SHORE WORKFORCE INVESTMENT BOARD – MOU:

Daniel P. McDermott, Executive Director, Upper Shore Workforce Investment Board, submitted to the Board for their review and approval, Upper Shore Workforce Investment Board MOU.

The Upper Shore Workforce Area is composed of five Counties- Caroline, Dorchester, Kent, Queen Anne’s and Talbot. The Counties and the Upper Shore Workforce Investment Board have worked as a consortium for 38 years to implement federal employment and training grants to assist job seekers and employers in the area.

The Workforce Innovation and Opportunity Act of 2014 requires the Upper Shore Workforce Investment Board to create a Memorandum of Understanding between the Workforce Innovation and Opportunity Act Partners, the Upper Shore Workforce Investment Board, and the Upper Shore Counties. The Memorandum of Understanding is the mechanism to provide services in each County. The Memorandum of Understanding that accompanies this letter has been signed by the Upper Shore Workforce Investment Board President and the signatory authority for each partner organization. The Upper Shore Workforce Investment Board and the Workforce Innovation and Opportunity Act Partners are requesting the concurrence of the Queen Anne’s County Commission with the Memorandum of Understanding.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to sign the Memorandum of Understanding with the Upper Shore Workforce Investment Board.

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

PARKS EQUIPMENT PURCHASE:

Mike Watson, Chief of Operations, Department of Parks & Recreation, submitted to the Board for their review and approval, Department of Parks Equipment Purchase.

The Department of Parks requested to purchase two 2022 Chevrolet Silverado 2500 Extended Cab 4WD Trucks from Hertrich Fleet Services, Inc in Milford, Delaware, for a total cost of \$72,928, utilizing the Maryland Statewide Contract 2021 Trucks - BPO# 001B1600431 Discount. This purchase is part of the approved FY22 Capital Equipment Budget.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to authorize the Department of Parks & Recreation to purchase two (2) 2022 Chevrolet Silverado 2500 Extended Cab 4WD Trucks from Hertrich Fleet Services, Inc. in the amount of \$72,928 utilizing the Maryland Statewide Contract 2021 Trucks – BPO# 001B1600431 Discount. Funding to come from the Department of Parks & Recreations FY22 Capital Equipment Budget. 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	

FY22 BUDGET AMENDMENT FOR ROMANCOKE PIER, PUBLIC LANDING:

James Wood, Public Landings Supervisor, submitted to the Board for their review and approval, FY2022 Budget Amendment for Romancoke Pier, Public Landings.

The Public Landings Division requested approval for a \$26,000 budget amendment for improvements at Romancoke Pier. Proposed enhancements include installation of an automatic gate, replacement of entrance fence and other improvements.

The automated gate is requested due to a policy change in the facility hours from 24/7 operations. This expense is offset by an increase in Prior Year Fund Balance revenue in the Public Landings Fund. The Public Landings Division operates as an enterprise fund. No new county funds are requested.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve Budget Amendment CC-4 to provide \$26,000 for improvements at Romancoke Fishing Pier.

#	CC-4							Date	8/9/2021
REQUEST FOR BUDGET AMENDMENT									
FY2022									
									Increase (Decrease)
									Amount
Description of expenditure/revenue accounts to increase/(decrease):			Fund	Project Only Account Code					
Increase	Public Landings	Prior Year Fund Balance	330	33010000	39920				\$ 26,000.00
Increase	Public Landings	Improvements Other Than Buildings	330	33010000	90420				\$ 26,000.00
Justification:									
This amendment is to increase Public Landings Contracted Services for Improvements account by \$26,000 in order to replace fence and									
install an automated gate at Romancoke Pier due to change in facility hours from 24/7 operations.									
This expense is offset by an increase in Prior Year Fund Balance revenue in the Public Landings Fund.									
NO NEW COUNTY FUNDS ARE REQUESTED.									

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

BUDGET AMENDMENT CC-5 – EMPLOYEE COLA & AVERAGE PFP:

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve Budget Amendment CC-5.

Increase	Emergency Rental Assistance	Social Security	703	70310000	71000		\$	5,395
Increase	Emergency Rental Assistance	Health Insurance	703	70310000	72000		\$	17,956
Increase	Emergency Rental Assistance	Workmen's Compensation	703	70310000	74000		\$	200
Increase	Emergency Rental Assistance	Professional Groups	703	70310000	50750		\$	60,000
Increase	Emergency Rental Assistance	Other Charges	703	70310000	89950		\$	1,006
			Net Increase in Expenditures				\$	1,348,416
Justification:								
This amendment recognizes the Emergency Rental Assistance Program grant through the Consolidated Appropriations Act of 2021 enacted								
by Congress in December 2020. This award was approved in the amount \$1,656,284. In FY21, \$307,868 was spent on payroll and benefit expenses,								
rent and other charges. Of this awarded amount, \$1,348,416 remains and will be spent in FY22.								
NO ADDITIONAL COUNTY FUNDS ARE REQUESTED								

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

BOE FY22 ANNUAL CERTIFICATION STATEMENT:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment CC-7

#	CC-7	QUEEN ANNE'S COUNTY					Date	8/11/2021		
REQUEST FOR BUDGET AMENDMENT										
FY2022										
Description of expenditure/revenue accounts to increase/(decrease):						Fund	Org	Account	Project	Increase (Decrease) Amount
BOE Capital Projects										
Project 70293 - Classroom Technology										
decrease	BOE - Classroom Technology	Prior Year Fund Balance	410	41035000	39920	70293	\$	(70,000)		
decrease	BOE - Classroom Technology	Allocation/Component Unit	410	41035000	88210	70293	\$	(70,000)		
Project 70305 - Comprehensive Building Assessment										
decrease	BOE - Comprehensive Building Assessment	Proceeds of 2022 Bonds	410	41035000	39722	70305	\$	(700,000)		
decrease	BOE - Comprehensive Building Assessment	Allocation/Component Unit	410	41035000	88210	70305	\$	(700,000)		
Project 70195 - Fleet Vehicles Replacement										
decrease	BOE - Fleet Vehicles Replacement	Proceeds of 2022 Bonds	410	41035000	39722	70195	\$	(250,000)		
decrease	BOE - Fleet Vehicles Replacement	Allocation/Component Unit	410	41035000	88210	70195	\$	(250,000)		
Project 70327 - Furniture Replacement										
decrease	BOE - Furniture Replacement	Transfer In	410	41035000	39910	70327	\$	(200,000)		
decrease	BOE - Furniture Replacement	Allocation/Component Unit	410	41035000	88210	70327	\$	(200,000)		

Project 70333 - Playground Replacement								
decrease	BOE - Playground Replacement	Transfer In	410	41035000	39910	70333	\$	(50,000)
decrease	BOE - Playground Replacement	Proceeds of 2022 Bonds	410	41035000	39722	70333	\$	(200,000)
								total decrease in revenue
							\$	(250,000)
decrease	BOE - Playground Replacement	Allocation/Component Unit	410	41035000	88210	70333	\$	(250,000)
Project 70295 - Security								
decrease	BOE - Security	Transfer In	410	41035000	39910	70295	\$	(193,000)
decrease	BOE - Security	Allocation/Component Unit	410	41035000	88210	70295	\$	(193,000)
Project 70243 - Technology Plan								
decrease	BOE - Technology Plan	Prior Year Fund Balance	410	41035000	39920	70243	\$	(1,200,000)
decrease	BOE - Technology Plan	Allocation/Component Unit	410	41035000	88210	70243	\$	(1,200,000)
Project 70203 - Instructional Materials								
decrease	BOE - Instructional Materials	Transfer In	410	41035000	39910	70203	\$	(500,000)
decrease	BOE - Instructional Materials	Allocation/Component Unit	410	41035000	88210	70203	\$	(500,000)
Project 70195 - Transportation Replacement								
decrease	BOE - Transportation Replacement	Proceeds of 2022 Bonds	410	41035000	39722	70195	\$	(107,000)
decrease	BOE - Transportation Replacement	Allocation/Component Unit	410	41035000	88210	70195	\$	(107,000)
								total decrease in exp
							\$	(3,470,000)
								total decrease in revenue
							\$	(3,470,000)
General Capital Projects								
increase	General Capital Projects	Budg Gen Fund Transfer	410	41001000	39910	40447	\$	943,000
Justification:								
1 This amendment addresses a decrease in budget authority from the FY22 Capital Budget in various Board of Education capital projects, totaling \$3,470,000.								
This decrease is at the request of the Board of Education in order to remove capital projects from their FY22 Capital Budget that do not qualify as school								
construction costs. Total funding for the FY22 Capital Budget for the Board of Education was \$6,472,000. Removal of the funding for the capital projects above								
results in total capital funds allocated to the BOE for school construction of \$3,002,000. This amount agrees to the Annual Budget Certification the BOE will submit								
to MSDE.								
2 Of the total \$3,470,000 decrease from this amendment, \$943,000 is funded with paygo. In order to offset that portion of the decrease, this amendment also								
establishes budget authority to continue with the transfer in of \$943,000 to the General Capital Projects fund. The funds will become part of the								
General Capital Projects fund balance, which will be available for future use.								
No additional County funds are being requested.								

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 revise the Board of Education FY22 Annual Budget Certification Stated in the August 2, 2021 request.

Commissioners	Yes	No
Moran	X	

J Wilson	X	
S Wilson	X	
Dumenil	X	
Corchiarino	X	

BUDGET AMENDMENT CC-10 – DES WAREHOUSE PROJECT:

On a motion made by Commissioner S. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to approve Budget Amendment CC-10. As part of the motion, Commissioner Moran asked questions and/or made comments on this topic.

#	CC-10						Date	8/17/2021
QUEEN ANNE'S COUNTY								
REQUEST FOR BUDGET AMENDMENT								
FY2022								
							Project Only	Increase (Decrease)
Description of expenditure/revenue accounts to increase/(decrease):			Fund	Account Code			Amount	
increase	DES Warehouse	Fed CARES Act - Part A	410	41010000	32218	40963	\$	87,765.00
increase	DES Warehouse	Prior Year Fund Balance	410	41010000	33920	40963	\$	3,580.00
							Total revenue increase	\$ 91,345.00
increase	DES Warehouse	Buildings - Additions/Alter	410	41010000	90400	40963	\$	91,345.00
							Total expenditure increase	\$ 91,345.00
Justification:								
This amendment will increase the budget authority in the DES Warehouse project by \$91,345. Funding for this increase will be \$87,765 of additional CARES								
grant funding and the remaining \$3,580 will come from General Capital Fund Balance. The additional budget authority will cover the final expenses for this								
project.								

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

PUBLIC HEARING:

The County Commissioners of Queen Anne’s County, Maryland held a public hearing at 6:00 p.m. in the County Commissioner’s Meeting Room in the Liberty Building, 107 N Liberty Street, Centreville, Maryland 21617, to receive public comment on County Ordinance 21-06.

Patrick Thompson, Esquire, County Attorney, conducted the hearing on behalf of the county and noted all legal requirements were met.

COUNTY ORDINANCE NO. 21-06

A BILL ENTITLED

AN ACT CONCERNING Accessory Structures in Side Yards of Property Abutting Two Streets;

FOR THE PURPOSE of allowing residential accessory structures in the portion of the side yard not within the front yard setback on properties abutting two streets; and generally revising the provision on residential accessory structures in Chapter 18:1 of the Code of Public Local Laws of Queen Anne’s County;

BY AMENDING Section 18:1-45 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 Section 18:1-45 B of the Code of Public Local Laws be and is hereby AMENDED to read as follows:

(CAPITAL and bold faced text for new wording and ~~strikethrough~~ for deleting.)

§ 18:1-45 Residential accessory structures.

B. Location restrictions.

(1) *A residential accessory structure:*

- (a) May not be attached or connected in any manner to any other *structure*; and
- (b) Shall be located:

[1] At least three feet from any property line;

[2] Except as provided in Subsection B(2) of this section, at least six feet from the closest point of the *principal building*; and

[3] Except as provided in Subsection B(3) of this section, in a side or rear yard.

(2) Pools may be exempt from the setback from principal *structure* requirement under Subsection B(1)(b)[2] of this section, provided that the pool has a perimeter walkway of at least four feet.

- (3) When the *rear lot line abuts tidal wetlands*, a *residential accessory structure* may be located in that portion of a front yard that is not within the front setback required by this article.
- (4) WHEN A PROPERTY ABUTS TWO STREETS A RESIDENTIAL ACCESSORY STRUCTURE MAY BE LOCATED IN THAT PORTION OF THE SIDE YARD THAT IS NOT WITHIN THE FRONT YARD SETBACK REQUIRED BY THIS ARTICLE.

SECTION II

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

REDISTRICTING REQUIRED DUE TO THE CENSUS:

Patrick Thompson, Esquire, County Attorney, met with the Board and reviewed the requirements of redistricting due to the 2020 census. He noted that a Redistricting Board shall be appointed within one year after the publication of the national decennial census.

PRESS AND PUBLIC COMMENTS:

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

COMMISSIONER'S ROUNDTABLE:

Commissioner J. Wilson discussed the following:
Attended the MACo Conference last week

Commissioner Dumenil discussed the following:
Special Edition of Chesapeake Bay magazine – noted that there is a 10-page article regarding the Economic Development's work in the county and a link

Commissioner S. Wilson discussed the following:
Noted the capacity of Emergency rooms and that are very busy and wait times are increasing due to decrease in staff.

Commissioner Moran discussed the following:
The lanes in Anne Arundel County have been realigned and traffic is moving much smoother.
QAC Goes Purple next week

Commissioner Corchiarino discussed the following:

Back to School starting next week
Asked parents to work with the teachers to make it back to school a smooth process.

CLOSED SESSION:

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 6:45 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 8:06 p.m. Those in attendance were Todd Mohn, County Administrator and Margie Houck, Executive Assistant and Kurt J. Fischer, Esquire, Venable, LLP, Amy Moredock, Director P&Z, Alan Quimby Director and Steve Cohoon, Public Facility Planner, Department of Public Works.

Discussed several items regarding the Comp plan.

There being no further business, they adjourned at 8:15 p.m. to meet again on Tuesday, September 14, 2021.

EXECUTIVE ASSISTANT

PRESIDENT