

DRAFT-SUBJECT TO CHANGE

January 28, 2020

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

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

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 J. Wilson, seconded by Commissioner Corchiarino, 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 5:30 p.m. Those in attendance were Mr. Todd Mohn, County Administrator; Ms. Margie Houck, Executive Assistant; Ms. Beverly Churchill, Director of Human Resource; Mr. Jonathan Seeman, Director of the Department of Budget, Finance and IT and Mr. Mike Beczkowski, Bolton Senior Consultant, Director of Marketing.

The Board reviewed the Employee Deferred Compensation.

In open session, on a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed that Queen Anne’s County appoint Voya as the sole provider for the 457(b) plan, that Queen Anne’s County approve the funds (approximately \$37,000) to reimburse VALIC participants who transfer their monies to Voya and that Human Resources establish the proper governance oversight for the 457(b) plan.

Commissioners	Yes	No
Moran	x	
J Wilson	x	

S Wilson	x	
Dumenil	absent	
Corchiarino	x	

MINUTES:

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve the Agenda for the current meeting and the Regular and Closed Minutes of January 14, 2020.

PRESS AND PUBLIC COMMENTS:

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

1. Tim McCluskey
2. Royce Herman
3. James Wood

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

MINOR SUBDIVISION & AMENDED OPEN SPACE EASEMENT:

Brennan Tarleton, Senior Planner, submitted to the Board for their review and approval, Amended Deed of Open Space Easement (“Easement”) for the Kathi L. Coombes minor subdivision owned by Kathi L. Coombes.

Lot 1 contains open space that was deed restricted to support a minor cluster subdivision which created what is now known as Lot 3 (5.254 ± ac.). This subdivision was approved by the Department of Planning and Zoning on January 4, 2017 and recorded among the land records on January 9, 2017.

The previous minor cluster subdivision that created Lot 3; utilized approximately 5.254 ± ac. of net buildable area and reserved approximately 5.724 ± ac. of net buildable on the remaining Lot 1. Based on the cluster subdivision requirements, the 10.978 ± ac. of net buildable area between Lots 1 & 3 necessitated 62.2 10 ± ac. of open space to be established on Lot.

The applicant is proposing to amend this open space by further subdividing the Lot 1 into two (2) lots; Lots 1 and 4, utilizing the large lot subdivision technique. Large Lot 4 will consist of 32.773 ± ac. and will contain approximately 29.773 ± ac. of deed restricted open space to

support the 5.724 + ac. of net buildable area contained on Lot 3. Please see attached to this document the existing configuration of Lots 1 and 3 and the proposed subdivision layout.

Based on the large lot subdivision proposed the applicant would only need to provide 29.733 ± ac. of open space to support this existing cluster lot (Lot 3). The provisions of Chapter 18 do not require the establishment of open space when utilizing the large lot subdivision technique, therefore, the applicant is requesting that the County Commissioners grant approval of the amended open space as described to provide the minimum open space necessary to support the existing net buildable area for Lot 3 on what will be Lot 4.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve this Amended Deed of Open Space Easement to restrict 29.773 ± ac. To support the previously subdivided Lot 3 as part of a Large Lot and Cluster Subdivision of the lands of Kathi L. Coombes intended to be recorded among the plat records of Queen Anne’s County.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

DRAFT STANDARD OPERATING POLICY:

Ms. Beverly A. Churchill, Department of Human Resources Director submitted to the Board for their review and approval, Draft Standard Operating Policy.

1. CDL Drug and Alcohol Testing Policy - FMCSA

This policy has been revised to incorporate the new clearinghouse requirements which were effective January 6, 2020. The clearinghouse is an online database that provides employers and other authorized users real-time information about commercial driver’s license and commercial learner’s permit holder’s drug and alcohol program violations. Policy revisions are identified in red. In addition to the policy revisions, there are two new forms which have been added with this provision.

2. CDL Drug and Alcohol Testing Policy - FTA

This policy has been updated to reflect required terminology change; the term “opiates” has been replaced with the word opioids”. This is a requirement of the Department of Transportation as the term opioids is more inclusive and supports drugs that are required for testing. This change was made in March 2019 and we have been using an addendum to meet the FTA requirements but are taking this opportunity to incorporate the required wording into the policy. In addition to the policy revisions, there is one new form which has been added with this provision.

3. Commercial Driver’s License Practices policy has been updated to incorporate the changes in procedure with the clearinghouse.

4. Risk Management/Safety Manual

This manual serves as a guide for our overall County safety program. The Safety Committee and Risk Manager conducted a total review and upgrade of the Manual from 2010. This has also been reviewed by our workers compensation carrier.

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed that the Drug and Alcohol Testing Polices for FMCSA and FTA, Commercial Driver’s License and Risk Management/Safety Manual be adopted as presented, to be effective in seven business days.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

COMMERCIAL REAL PROPERTY TAX CREDIT REQUEST:

Ms. Jean Fabi, Economic Development Manager, submitted to the Board for their review and approval, Commercial Queenstown Real Assisted Property Living Tax Credit Request - SHA Grasonville, LLC for Queenstown Assisted Living.

Background:

Pursuant to County Ordinances 11-24, as amended, and 13-08, it is the discretion of the County Commissioners to grant a real property tax credit for certain businesses making significant real property improvements which, when complete, increases the full fair market value of a property, as determined by the Department of Assessments and Taxation, by at least \$25,000 and which is owned or occupied by a business which [sic] establishes to the satisfaction of the Department of Economic Development that it will create a minimum of twelve (12) new full time positions with thirty-six (36) months of completion of construction [Sect 5-104 of the Code of Public Laws of Queen Anne’s County and Sect. 9-3 19(d) of the Tax Property Article, Annotated Code of Maryland]. The tax credit is applied to the increase in the assessed value and is prorated over five (5) years (80% the first taxable year; 60% the second; 40% the third; 20% the fourth, and 0% the fifth).

Request:

The Department of Economic and Tourism Development has received and evaluated a request for a commercial real property tax credit for the project known as Queenstown Assisted

Living. The project is on property owned by SFIA Grasonville, LLC located at 120 Shore Way Drive, Grasonville, MD. The project will be constructed in two phases. Phase 1 consists of fifty-one (51) units with a total square footage of 43,373. Phase II is an additional 24,000 square feet consisting of twenty-four (24) units. Construction of Phase I commenced under Building Permit BC 19-10-0079 and is estimated to be completed by November 2020. The applicant has provided information projecting the number and types of jobs to be created over the course of five (5) years.

The Department recommends approval of the Commercial Real Property Tax Credit for the Queenstown Assisted Living project based on the following:

1. The project is proposing to create twenty (20) new full-time jobs within thirty-six (36) months of completion of the Phase I, which complies with the minimum of twelve (12) required by code. In addition, several full-time equivalent jobs will also be created consistent with the operation of a healthcare facility.
2. Phase 1 has an estimated cost of \$16.5 million, which exceeds the minimum increase required by the Ordinance of \$25,000. The current base value of the property according to SDAT records is \$675,000.

This property is not within the designated Queen Anne’s County Enterprise Zone, and therefore is not eligible for the commercial real property tax credit under that program. Should the tax credit be approved, the Department will monitor the project for compliance with job creation requirements through annual employment reports.

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve the request for a Commercial Real Property Tax Credit for Queenstown Assisted Living project located on property owned by SHA Grasonville, LLC, at 120 Shore Way Drive, Grasonville, Maryland. As part of the motion, Commissioners Moran and J. Wilson made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

BULLE ROCK/GROVE CREEK BROADBAND:

County Staff and Broadband Advisory Committee (BAC), submitted to the Board for their review and approval, More State funding available for Bulle Rock/Grove Creek Broadband.

County staff received a call from Kenrick Gordon from the Governor’s Office of Rural Broadband regarding the State’s interest in offering another \$ 100k of funding towards the Bulle

Rock/Grove Creek project. The County had applied for funding for this project last April. Initially the State had agreed to contribute \$100K to this project and \$100K to an additional (Colby) project. To refresh your memory the Grove Creek project was the smaller of the two noted in the attached memo dated 7/23/19.

Mr. Gordon asked if the County could move this smaller project forward if an additional \$ 100K were available for a total of a \$200k contribution towards the \$312k project. Atlantic Broadband will contribute \$72K with the additional (not to exceed) \$40k requested from the County.

Atlantic Broadband has confirmed that the numbers provided for this request are still accurate and they still have interest in working with the County to move this project forward.

The County's Broadband Feasibility study consultant has written the attached memo in support of this request.

The State needs an answer by the end of January and if approved they would revise the original MOU to allow for this funding.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve the recommendation of County Staff to partner with ABB to provide broadband to Grove Creek/Bulle Rock at a cost not to exceed \$40K. Funding for this project will come from the County IT Fiber project. As part of the motion, Commissioner S. Wilson made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

CORSICA DREDGE MATERIAL PLACEMENT SITE:

Mr. Steven Chandlee, Parks and Recreation Director and Mr. James Wood, Public Landings Supervisor submitted to the Board for their review and approval, Corsica Dredge Material Placement Site Remediation Lease Addendum.

The Department of Parks and Recreation sought approval to amend an existing lease with Jon Brady and Susan Renee Sweitzer. The purpose is for a short-term rental of approximately four acres of agricultural land for the Dredge Material Placement Site (DMPS) Remediation for Corsica River Dredging Project.

Queen Anne’s County has an existing lease dated October 23, 2017 for an adjacent DMPS, that is used periodically to store, and dry material dredged from the Corsica River. The rental rate of the four acres is \$200/acre. The lease addendum will terminate upon project completion on or about May 15, 2020.

The additional land will be beneficially used to place old dredge material that has been stored in the DMPS and has dried out following two prior dredges in 1999 and 2004. This material has been tested and meets this type of beneficial use of dredge material.

The topsoil in the agricultural field (less than 4 acres) adjacent to the DMPS will be removed and stockpiled. Old dredge material will be excavated from the DMPS and placed and spread in the agricultural field, lime will be applied, and the topsoil will be replaced and seeded. A portion of the four acres will be used to temporarily store the topsoil.

Funding for this land rental will come from the approved CORSICA RIVER DREDGING project (#330001) budget that has ample funds available for this expense. The project is primarily funded by a \$300,000 FY2017 State of Maryland Waterway Improvement grant.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to amend an existing Dredge Material Placement Site Lease agreement dated October 23, 2017 to allow for a short term rental of four acres of land as part of the Corsica Dredge Material Placement Site Remediation project.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

PUBLIC HEARING:

The County Commissioners of Queen Anne’s County, Maryland held a public hearing at 5:50 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 20-01.

Damian J. Mark, Esquire, conducted the hearing on behalf of the county and noted all legal requirement had been met.

A BILL ENTITLED

“PUBLIC FACILITIES

BOND AUTHORIZATION OF 2020”

A PUBLIC LOCAL LAW TO AUTHORIZE AND EMPOWER QUEEN ANNE’S COUNTY, MARYLAND (THE “**COUNTY**”), FROM TIME TO TIME, TO BORROW NOT MORE THAN NINE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$9,500,000) FOR THE PUBLIC PURPOSE OF FINANCING OR REFINANCING CERTAIN PUBLIC FACILITIES, ALL AS MORE PARTICULARLY DESCRIBED HEREIN, AND TO EVIDENCE SUCH BORROWING BY THE ISSUANCE AND SALE AT PUBLIC OR PRIVATE SALE, UPON ITS FULL FAITH AND CREDIT, OF ONE OR MORE SERIES OF ITS GENERAL OBLIGATION BONDS IN LIKE PAR AMOUNT; EMPOWERING AND DIRECTING THE COUNTY TO ADOPT A RESOLUTION IN ACCORDANCE WITH SECTION 19-504(d) OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND (2013 REPLACEMENT VOLUME AND 2019 SUPPLEMENT) (THE “**CODE**”) PRIOR TO ISSUING ALL OR ANY PART OF THE BONDS; EMPOWERING AND DIRECTING THE COUNTY TO LEVY AD VALOREM TAXES IN RATE AND AMOUNT SUFFICIENT TO PROVIDE FUNDS FOR THE PAYMENT OF THE MATURING PRINCIPAL OF AND INTEREST ON THE BONDS AND PLEDGING THE COUNTY’S FULL FAITH AND CREDIT AND UNLIMITED TAXING POWER TO THE PAYMENT THEREOF; EXEMPTING THE BONDS FROM THE PROVISIONS OF SECTIONS 19-205 TO 19-206, INCLUSIVE, OF THE CODE; AUTHORIZING THE ISSUANCE OF REFUNDING BONDS; AND RELATING GENERALLY TO THE ISSUANCE AND SALE OF SUCH BONDS.

No public testimony was given:

FEC SWEARING-IN:

The Queen Anne's County Fire & EMS Commission held their annual election of officers and submitted the following to be sworn-in:

Chairperson – Bill Faust

The Articles & Bylaws of the Fire & EMS Commission state that the officers of the Commission shall consist of a Chairperson, Vice-Chairperson and Secretary. An annual election was held at the January meeting to select officers of the Commission.

Mr. Bill Faust were sworn in by Commissioner J. Wilson.

QAC TRANSPORTATION DEVELOPMENT PLAN:

Ms. Catherine R. Willis, Department of Community Services Director presented to the Board for their review and approval, QAC Transportation Development Plan.

Adoption of Queen Anne's County Transportation Development Plan

The Queen Anne's County Transportation Development Plan (TDP) planning process builds on the county's goals and objectives for transit, reviews and assesses current transit services, identifies unmet transit needs, and develops an appropriate course of action to address objectives. The QAC TDP will serve as a guide for Queen Anne's County and County Ride, providing a roadmap for implementing service improvements, and/or potential expansion during a five-year period.

The Maryland Transportation Authority (MTA) requires the Locally Operated Transit Systems (LOTS) in Maryland to conduct a TDP every five years. The LOTS will use their TDPs as a basis for preparing their Annual Transportation Plans (ATPs) and their Annual Grant Application for transit funding. This TDP will focus on addressing areas with the highest transit "needs", while meeting those needs in a manner that maximizes travel and minimizes resources expended. The plan will also focus on activities to ensure regional support by the local elected officials. The MTA requires the adoption of each TDP by the county.

William Sutton, AICP, Senior Transportation Planner of the KFH Group will be presenting a brief overview of the final plan for QAC/County Ride. This plan was funded 90% by MTA and 10% by the county. We have jointly completed all aspects of this planning process over the past two years and are prepared to request an FY21 Budget Enhancement to fund a northern bus route for the county. This will only be completed if approved and funded by MTA as well in the FY21 Annual Transportation Plan Request.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to adopt the Queen Anne’s County Ride Transportation Development Plan as presented by KFH and the QAC Department of Community Services, Area Agency on Aging, County Ride/LOTS.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

YEARS OF SERVICE AWARD:

The Board presented Mr. Jim Hynson a plaque for his Years of Service on the Queen Anne’s County Housing Authority.

YEARS OF SERVICE AWARD:

The Board presented a proclamation to Mark and Carol Edwards, Owners of E&B Automotive for their Years of Service.

In Recognition of the 25th Anniversary of

“E & B Automotive”

in Stevensville, Queen Anne’s County, Maryland

WHEREAS, Mark and Carol Edwards, started E & B Automotive, a family owned company specializing in automobile repair and service, in leased space at 121 Love Point Road, Stevensville, Maryland on January 2, 1995; and

WHEREAS, in the years that followed, the business and the customer base expanded and on January 2, 2000, the Edwards celebrated the opening of a new, expanded facility on property they own at 2020 Marion Quimby Drive, Stevensville, Maryland; and

WHEREAS, in 2017, the business was hit by a tornado resulting in \$500,000 in damage. Despite this setback, the Edwards kept the doors opened and solidified their commitment to doing business in Queen Anne’s County by rebuilding and resuming operations; and

WHEREAS, today, E & B Automotive is a highly regarded member of Queen Anne's County's business community, and the Edwards are looking forward to expanding the building in the next year and adding an additional employee; and

WHEREAS, Queen Anne's County values the significant contributions small family-owned businesses, such as E & B Automotive, make to the local economy and the significant impact to the community;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, recognize Mark and Carol Edwards for their commitment and contribution to Queen Anne's County's economy and to congratulate E & B Automotive on its 25th Anniversary.

The Board presented a proclamation to Marilyn Blandford, CEO; Bob Blandford, President; Joe Blandford, Vice President; and Charles Blandford Vice president of Sales For Miltec for their Years of Service.

In Recognition of the 30th Anniversary of

"Miltec UV"

in Stevensville, Queen Anne's County, Maryland

WHEREAS, Miltec UV of Stevensville, Maryland, a family owned company, is celebrating 30 years of business. The company is owned by the Blandford family – Marilyn Blandford, CEO, Bob Blandford, President, and their sons, Joe Blandford, Vice President, and Charles Blandford, Vice President of Sales; and

WHEREAS, since 1989, Miltec UV has grown from being a distributor of industrial ultraviolet products to a globally known, equipment manufacturer of ultraviolet curing equipment and spare parts, serving over 30 markets worldwide. Products manufactured using UV equipment play an important role in everyday life and range from prefinished hardwood flooring, automotive headlights, food packaging and optical fiber used for telecommunication; and

WHEREAS, most recently, Miltec UV is proud to have worked with the United States Department of Defense and Department of Energy to develop a manufacturing process using uv technology that makes the use of lithium ion batteries more effective and efficient in vehicles, cell phones and other applications using this power source; and

WHEREAS, Queen Anne's County values and appreciates the significant contributions to the charitable causes within our community made by Miltec UV and its employees, such as sponsoring local charities, like Haven Ministries, the local foodbanks and the homeless shelter;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, recognize Miltec UV, its employees, and the Blandford family for their commitment and contribution to Queen Anne’s County’s economy and to congratulate Miltec UV on its 30th Anniversary.

WORK SESSION:

Patrick Thompson, Esquire, County Attorney; Jeff Thompson, Esquire, Liquor Board Attorney; Mr. Mike Wisnosky, Department of Planning and Zoning Director; and Ms. Joyce Jones, Chairman of the Liquor Board met with the Board and held a work session on Alcoholic Beverages Article Section 27-1403 of the Annotated Code of Maryland regarding the 15% stock ownership requirement for Class B. Liquor Licenses.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, Commissioner S. Wilson opposed, the Board agreed to exclude the incorporated towns from the 15% percent Stock ownership requirement for Class B Liquor Licenses and to send the request to the State Delegation.

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

RURAL LEGACY GRANT AGREEMENT:

Ms. Donna K. Landis-Smith, Soil Conservation Aide/ Land Preservation, presented to the Board for their review and approval, Rural Legacy Grant Agreement.

Rural legacy Grant Agreement

The FY20 Rural legacy grant was submitted in January 2019 and on January 8, 2020 the Board of Public Works approved \$1,079,509. These funds will be utilized for easement acquisitions in the Foreman Branch and Lands End Rural Legacy Areas.

The funding approved will enable the County to preserve, in perpetuity, 252 acres of prime agricultural land, woodland, environmentally sensitive areas, natural habitats and protect environmentally significant tributaries of the Chester and Corsica Rivers.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to the Rural Legacy Grant Agreement for \$1,079,509.

Commissioners	Yes	No

Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

MALPF MATCHING FUNDS PROGRAM:

Ms. Donna K. Landis-Smith, Soil Conservation Aide/ Land Preservation, presented to the Board for their review and approval, the MALFP Matching Funds Program.

Queen Anne’s County is a certified County which means 80% of all Agricultural Transfer tax collected is retained by the County and 20% is remitted to the State of Maryland. The Agricultural Transfer Tax is used for easement acquisitions. Queen Anne’s County also participates in the Matching Funds Program which would enable the County to receive monies from the State. Queen Anne’s County has participated in the Matching Funds Program since 2001.

The initial allocation from the State will provide approximately \$830,000 to each County for easement acquisition.

Currently, there is \$208,919 of Agricultural Transfer Tax available for commitment.

The initial allocation from the State will provide \$830,000 to each County for easement acquisition. If Queen Anne’s County would dedicate \$1,333,334, towards the matching funds program, the State will match an additional \$2,000,000. Which would total \$4,163,334 for easement acquisition

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve \$208,919 of Ag Transfer Tax and an additional \$750 towards the MALPF Matching Funds Program

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

COMPREHENSIVE PLAN UPDATE:

Mr. Mike Wisnosky, Director and Ms. Amy Moredock, Principal Planner with the Department of Planning and Zoning Director, presented to the Board for their review, Comprehensive Plan Update.

Having been collaborating with consultants Ginny Smith and Michele King of Smith Planning & Design for several months, planning staff offers the following 2020 Comprehensive Plan status briefing for the first quarter activities to date:

- The Comp Plan 2020 Update website became active at the end of December and may be accessed at <https://www.qacplan2020.com>. It is being managed and updated by Smith Planning & Design.
 - There is an opportunity for citizens to provide their email addresses so that they are included in a blast email service that SP&D will maintain.
 - There is a link to the electronic public online survey.
 - There is a project timeline and project overview.
 - All meetings will be publicized on the “Events and More Ways to Engage” section.
 - There are project downloadables - this is where draft documents will also be shared as they become available.
 - The Comprehensive Rezoning Request form is available here: https://d9bebeab-4103-4898-9fc5-40b9cff29.filesusr.com/ugd/636565_227b68740bef4bbe8a7aa7b6fcbb154e.pdf
- The QACTV Department has created a link to this site on the Comprehensive Plans page of the Planning and Zoning website (<https://www.qac.org/1402/2020-Comprehensive-Plan>).
- Staff and consultants are also collaborating with both QACTV Department and Community Affairs Department staff to promote the update process.
- The kickoff Technical Committee meeting was held on 4 December. Additional meetings with individual count)- departments and agencies have been scheduled for 12 and 13 February.
- The consultants will meet with the Planning Commission in a workshop session at their 13 February meeting.
- Economic growth and sustainable development workgroup meetings have been scheduled with key partners for 24 and 25 March.
- Community visioning sessions being scheduled in February and March in areas with community plans as follows:

Stevensville/Chester Workshop

Date: February 6, 2020

Time: 4:30 pm - 6:00 pm

Location: QAC Library Kent Island Branch

200 Library Circle, Stevensville, MD 21666

Kent Narrows Workshop
Date: March 5, 2020
Time: 5:00 pm - 6:30 pm
Location: Chesapeake Visitor's Center
425 Piney Narrows Road, Chester, MD 21619

Grasonville Workshop
Date: March 18, 2020
Time: 6:00 pm - 8:00 pm
Location: Grasonville Community Center
5601 Main Street, Grasonville, MD 21638

Additional visioning sessions, workgroup meetings, and technical committee meetings are being scheduled for the second quarter. Community Visioning Sessions will be posted on the QACP1an2020 website as they are confirmed.

LEGISLATIVE SESSION:

On a motion made by Commissioner Moran, seconded by Commissioner Corchiarino, the Board unanimously agreed to adopt County Ordinance 19-17. As part of the motion, Commissioners S Wilson and J. Wilson made comments on this topic.

A BILL ENTITLED

AN ACT CONCERNING the expansion of a use and/or tenant space in a structure which occupies more than 65,000 square feet of gross floor area in the Urban Commercial Zoning District Density and Intensity Requirements in Queen Anne's County.

FOR THE PURPOSE of establishing specific standards of applicability and supplemental regulations for the expansion of a use and/or tenant space in a structure which occupies more than 65,000 square feet of gross floor area in Chapter 18:1-22.D (3) [Urban Commercial Density/intensity requirements] and Chapter 18:1-58 [Supplemental Uses/Additional uses and regulations] in Queen Anne's County.

BY ADDING an additional exception to Chapter 18:1-22.D (3) and additional standards to Chapter 18:1-58 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 the following provisions be ADDED to Chapter 18:1-22.D (3) and additional standards to Chapter 18:1-58 of the Code of Public Local Laws:

"Chapter 18:1-22.D (3) Urban Commercial Density/intensity requirements

. . .

Q. Expansion of a use and/or tenant space that occupies more than 65,000 square feet of gross floor area in a structure that existed on or before January 6, 2004; such expansion is limited to 50% of the gross floor area of the use and is subject to supplemental use standards outlined in Chapter 18:1-58.Q.

"Chapter 18:1-58 Supplemental Uses/Additional uses and regulations

. . .

O. Expansion of a use and/or tenant space that occupies more than 65,000 square feet of gross floor area in a structure (within the Urban Commercial District).

(1) Expansion of use and/or tenant space which occupies more than 65,000 square feet of gross floor area in a structure shall be permitted only for uses that were operating on or before January 6, 2004.

(2) The expansion shall not exceed 50% of the gross floor area of the space that existing on January 6, 2004 and is subject to the *Town Center and Urban Commercial Design Standards: Commercial and Mixed-Use Development Standards* which must be implemented insofar as possible.

SECTION II

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

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	

Dumenil (absent)		
Corchiarino	x	

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to adopt County Ordinance 19-18.

A BILL ENTITLED

AN ACT CONCERNING Revisions to Chapter 22 of the Code of Public Local Laws of Queen Anne’s County (Parks and Recreation);

FOR THE PURPOSE of revising and updating Chapter 22 of the Code of Public Local Laws; correcting the name of the Parks and Recreation Advisory Board; revising the term of office of Board members; providing for a Secretary to the Board; revising the provisions respecting the annual report of the Board and its budget recommendations; clarifying the qualifications of the Director of Parks and Recreation; provide for adoption of regulations by the County Commissioners of Queen Anne’s County; providing for approvals and permits in connection with the issuance of certain licenses; eliminating the Code of Conduct Review Board; prohibiting glass containers in all County parks and facilities; clarifying the provisions on use of metal detectors and digging in County parks and on the use of drones; providing for permits for use of artificial turf fields; providing for use of grills and stoves in County parks; prohibiting use of tobacco products; providing for the lack of lifeguards in County parks; providing for use of documented service animals; clarifying provisions on regulation of traffic, parking of large trucks and buses and parking in fire lane and loading areas; revising and updating the provisions on rental and permit fees; and generally revising and updating the provisions of Chapter 22 of the Code of Public Local Laws.

BY REPEALING AND READOPTING Chapter 22 of the Code of Public Local Laws of Queen Anne’s County.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that CHAPTER 22 of the Code of Public Local Laws be and hereby REPEALED and the same is hereby READOPTED to read as set forth on the attached Exhibit A.

SECTION II

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

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to adopt County Ordinance 19-19.

A BILL ENTITLED

AN ACT CONCERNING Holiday Leave for County Employees;

FOR THE PURPOSE of revising the provisions regarding holiday leave for Queen Anne's County employees; correcting a typographical error; providing the Office of the Sheriff the option of providing a holiday leave accrual bank; providing for proration of holiday leave for new full-time employees; providing for coordination and approval of holiday leave; providing for no carry-over of holiday leave; providing for loss of holiday leave upon termination of employment; and generally revising and updating the provision on holiday leave for County employees;

BY AMENDING Section 27-89 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 27-89 of the Code of Public Local Laws be and is hereby AMENDED to read as follows:

§27-89 Paid holidays observed.

A. All full-time employees shall receive a maximum of eight

hours of regular pay and may not be required to report for duty on those days designated as holidays. The County Administrator retains the right to adjust the holiday schedule prior to the start of each calendar year based on the needs of the County and the employees, provided the number of holidays remains consistent with the number of holidays designated as follows:

- (1) New Year's Day;
- (2) Dr. Martin Luther King, Jr. birthday;
- (3) Presidents' Day;
- (4) Good Friday;
- (5) Memorial Day;
- (6) Independence Day;
- (7) Labor Day;
- (8) Columbus Day;
- (9) Election Day (in years other than 2016 in which a general election is held);
- (10) Veterans Day;
- (11) Thanksgiving Day;
- (12) Day after Thanksgiving; and
- (13) Christmas Day.

B. Saturday or Sunday holidays. Any holiday that falls on Saturday or Sunday shall be observed on the preceding Friday or the following Monday, as determined by the County Administrator.

(1) If Christmas Day falls on a Saturday or Sunday, employees required to work on that day will receive pay in accordance with § 27-89D.

C. If a designated holiday falls on an employee's regularly scheduled day off, the employee shall receive, in lieu of

holiday pay, eight hours of holiday leave to be scheduled at the discretion of the appointing authority.

D. Payment of employees required to work on a County designated holiday.

(1) Eligible employees who work all or any part of a designated holiday shall receive at his or her option, in addition to eight hours of holiday pay, either:

(a) Pay at the rate of time-and-one-half the employee's normal rate of pay for every hour actually worked on the designated holiday; or

(b) Compensatory leave computed at time-and-one-half hours for every hour actually worked on the designated holiday.

[1] Accrued compensatory leave must be taken in accordance with § 27-31D(4) (b) [3].

(2) Department of Emergency Services, Detention Center, Office of the Sheriff, Department of Public Works, Division of Information Technology and employees of other departments/divisions as approved by the County Administrator shall receive, at the discretion of their appointing authority, based on departmental business needs, either:

(a) An equivalent amount of holiday leave which will be observed in accordance with work schedules established by their respective departments; or

(b) Options offered to all other eligible County employees, as stated in § 27-89D(1).

(c) The Office of the Sheriff in selecting option 2(a), is granted the additional option of a holiday leave accrual bank providing for the equivalent hours of holiday leave for full-time employees in January of each year (96 hours or 104 hours respectively). Holiday leave usage shall be coordinated and approved with an employee's supervisor and shall be used in segments of not less than one hour. New full-time employees shall accrue holiday leave in an amount which is prorated on the basis of their date of employment.

E. Holiday leave shall not be carried over from one calendar year to the next. An employee shall not be paid for unused holiday leave in the event of termination of employment.

SECTION II

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

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve support letters for House Bill 56 and Senate Bill 13 for Chesapeake Bay Bridge - Reconstruction Advisory Group and Traffic Study. As part of the motion, Commissioners Moran and J. Wilson made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil (absent)		
Corchiarino	x	

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:

House Bill – Building Opportunity Act – School Funding Act

Thanked Commissioner Moran his contribution to the Bridge Project

Commissioner S. Wilson discussed the following:

Issues with Anne Arundel ER during flu season and the possibility of expanding the Queenstown ER

Commissioner Moran discussed the following:

Governor did a press conference today regarding electronic tolling
KNDF is opposed to closing off ramps during summer beach traffic
Sent letter to Director Ports asking to talk about west bound tolling

There being no further business, they adjourned at 8:00 p.m. to meet again on Tuesday,
February 11, 2020.

EXECUTIVE ASSISTANT

PRESIDENT