

March 14, 2023

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.
Patrick McLaughlin
Philip L. Dumenil
Christopher M. Corchiarino

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 Corchiarino, seconded by Commissioner Dumenil, at 4:30 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, P.E., County Administrator and Ms. Margie A. Houck, Executive Assistant to the Commissioners, Patrick Thompson, County Attorney Kurt Fischer, Esquire and Mr. Steve Chandlee, Director of the Department of Parks and Recreation.

The Board discussed a legal matter.

MEETING CALLED TO ORDER:

The meeting was called to order at 5:30 p.m.

MINUTES:

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the amended Agenda for the current meeting, the Regular Minutes of February 28, 2023 and Sanitary Minutes of February 28, 2023.

PRESS AND PUBLIC COMMENTS:

1. Mr. Joe Gannon – Safety Concerns at 301/405

PRESENTATIONS

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HEALTH DEPARTMENT UPDATE:

Dr. Joseph A. Ciotola, Health Officer, Mr. Jared Smith, Ms. Amy Crooks, Ms. Melanie Chapple and Ms. Sarah Brace Queen Anne's County Health Department met with the Board and gave a departmental update. The following was highlight: Mobile Integrated Community Health, Their Mission and Vision, Status of Healthcare in the US, MICH Program Operating Costs, Health and Home Safety and New Initiatives

EMERGENCY SERVICES UPDATE:

Mr. Scott Haas, Director of the Department of Emergency Services Emergency Services met with the Board and gave a departmental update. The following was highlighted: Introduced new staff Phil English and Zach Yerkie, 2022 Statistics, Hospital Transport Distribution, 2023 Operations Notes and Top Priorities.

REDISTRICTING PLAN:

Mr. Gene Ransom, Esquire and Ms. Laurie Plemons met with the Board and gave an overview of the Redistricting Plan.

Purpose of the plan

Every 10 years the US Census Bureau conducts a count of the population. Utilizing this data, Queen Anne's County is required to reexamine county commissioner voting districts to ensure balance and to make any necessary changes (County Code: Chapter 4. Board of County Commissioners, Article I. County Commissioners, 4-2. Districts: Redistricting Board). The goal is to have near equal voting populations within each of the four commissioner districts using defined parameters established by the Board of Elections.

Organization

The county appointed a seven-member board composed of three appointees selected by the commissioners, two appointees of the Democratic Central Committee and two appointees of the Republican Central Committee.

The appointments were made within one year of the release of the 2020 Census data:

Republican Board Members

- Gene Legg
- Tracey Lawrence
- Laurie Plemons
- Mike Arntz
- John McQueeney

Democrat Board Members

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- Gene Ransom
 - Elaine McNeil
- QAC Government Support Staff:
- Todd Mohn: County Administrator
 - Christine Jones: Board of Elections
 - Jeff Thompson: Attorney for Board of Elections
 - Beth Malasky: Information & Communications Technology
 - Sam Stanton: Geographical Information Systems

The Redistricting board convened and at their initial meeting nominated Laurie Plemons and Gene Ransom to serve as bipartisan co-chairs of the board.

Milestone Schedule for 2020 Redistricting Board:

- August 2021 - 2020 Census Release date
- August 2022 - Appoint Seven-member bipartisan board
- March 2023 – Redistricting Board determines Tentative Boundaries and hold three (3) public hearings in North, Central and Southern Queen Anne’s County.
- April 2023 – Redistricting Board submission of a draft of Redistricting Plan to the County Commissioners. The County Commissioners can then consider adoption of the Redistricting Plan via the normal legislative process.
- May 2023 – County Commissioner Public Hearing on Redistricting Plan
- May 2023 – County Commissioners Adopt the Redistricting Plan

Actions and Reports:

Meeting #1: November 2, 2022

1. Reviewed Census Data and existing Commissioner voting district boundaries
2. Reviewed schedule of work needed to be accomplished
3. Determined that the distribution of voting populations was acceptable within current district boundaries.
4. Requested information regarding demographic breakdowns by district, future building by district
5. Determined several dates for public hearings
6. Requested a response from the Attorney General’s Office concerning any known election violations in Queen Anne’s County

Meeting #2: (virtual by email correspondence) November 22-December 3, 2022

1. Reviewed the information requested by the board from meeting #1
2. Finalized dates for the three public hearings: Jan 17, Jan 18 and Jan 25 2023

Meeting #3 & Public Hearing 1: January 17, 2023

1. Held Public Hearing at Kent Island Senior Center, 6:00 pm
2. Received no public comment
3. The board discussed the inquiry (made by Gene Ransom) to the MD Attorney General’s

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Office of any known complaints regarding elections

4. Requested edits to the draft plan and presentation
5. Requested additional recommendations regarding future board members

Meeting #4 & Public Hearing 2: January 18, 2023

1. Held Public Hearing at Sudlersville Senior Center, 6:00 pm
2. Received no public comment.
3. The board requested additional information regarding future development

Meeting #5 & Public Hearing 3: January 25, 2023

1. Held Public Hearing at the Liberty Building, 6:00 pm
2. Reviewed draft Report to the Commissioners

Additional Information Reviewed by the Board:

1. Demographic breakdowns for the 2020 Census results in Queen Anne’s County.
2. Election District and Precinct Boundary Constraints (information presented by Board of Elections).
 - a. Election District lines have been in existence for more than 100 years and are closely tied to land records and deeds.
 - b. Election District numbers are part of the tax identification number attached to every property in the County and are mentioned in every deed presently recorded. These lines cannot be changed.
 - c. Election Districts and Precinct lines follow geographical features such as rivers, streams or roads. Election Precincts can be changed within the districts (but this is not the charge of this group).
3. Future residential development projects by district.
4. The Attorney General’s Office confirmed there were no outstanding election violation matters in Queen Anne’s County. Reported by Gene Ransom, Co-chairman.

Findings and Recommendations:

1. The Commissioner Election Districts should remain with the current district boundaries. The distribution of voters is more evenly distributed following the 2020 Census than in the prior census.
2. Queen Anne’s County Commissioners are voted for at large therefore exact distributions are not essential since all voters can vote for a Commissioner representative in each district as well as the at-large Commissioner.
3. Demographics across the QAC Election districts is reasonably proportionate across all voting districts.
4. Based on future potential development in the county, the County Commissioners in consultation with the Board of Elections should consider legislation to allow future redistricting efforts to adjust boundaries down to the precinct level if needed.
5. The Attorney General’s Office confirmed there were no outstanding election violation matters in Queen Anne’s County.

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6. The Queen Anne's County Commissioners should consider appointing at least one independent or unaffiliated representative to future Redistricting Boards
7. The Queen Anne's County Commissioners should proceed with the legislative process to adopt the County Commissioner Election District Boundaries as the currently exist

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

Administration and Engineering

2011 COMPREHENSIVE WATER AND SEWERAGE PLAN (CWSP) AMENDMENT 11-18 DECISION:

Mr. Alan Quimby, Director of the Department of Public Works noted a public hearing was held Tuesday, February 28, 2023 to receive public comments on the following amendment requests:

TOWN OF QUEENS TOWN - POTABLE WATER SYSTEM ENHANCEMENTS:

This is a text amendment to reflect the Town's plan to improve their existing water system by taking the following actions; refurbishment of the existing 50,000-gallon elevated tank located on Wall Street, installation of a new 100,000-gallon ground storage tank located adjacent to the existing Queenstown Outlets property's elevated tank (Tax Map 59-A, Parcel 98, Lot 1), construct a new 4-inch well into the Mattawan aquifer and a new water treatment facility located on Del Rhodes Avenue (Tax Map 51-H, Parcel 40, Lot 1), replace undersized and/or defective watermains to meet the provisions of the 10 States Standards to all areas within the Queenstown service area, and extend new water mains to recently annexed areas. In addition to the new Groundwater Appropriation for the Del Rhodes Avenue well, the Town will seek to increase the Groundwater Appropriation Permit for the two existing wells currently into the Mattawan aquifer.

There has been no public comment to date. Staff recommends approval of this amendment.

NORTHWEST CHESTER WATER MAIN EXTENSION:

This is a map amendment to reflect the County Commissioners' intent to extend an 8-inch water main from the intersection of Main Street and Castle Marina Road (adjacent to the Chester McDonalds) west along Main Street to Shopping Center Road. The intent of this amendment is to upgrade the water service area map designations from W-3 to W-2 to allow the properties along that route to connect to water when they so desire.

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There has been one public comment in support of this amendment. Staff recommends approval of this in-house amendment.

On a motion made by Commissioner Wilson, seconded by Commissioner McLaughlin, the Board unanimously approved the text amendment request on behalf of the Town of Queenstown to upgrade their municipal water system.

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

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the map amendment request behalf of the County to upgrade the water service category on nine properties in Chester along Main Street from W-3 to W-2. As part of the motion,

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

TOWN OF SUDLERSVILLE-BARCLAY SEWER PROJECT-INTERIM FINANCING AGREEMENTS:

Mr. Alan Quimby noted that the County has been providing technical assistance to the Towns of Sudlersville and Barclay with their project to extend sewer collection from Sudlersville to Barclay. On February 24, 2023, bids were received and David A. Bramble was the low bidder at \$3,632,850. The project has two funding agencies, the Maryland Department of the Environment is providing approximately \$3,000,000 in grant funding and USDA is providing \$953,271 in grant and \$821,000 in loan. USDA policy requires the Town of Sudlersville to secure interim financing equal to the amount of the loan, and to expend that amount in interim financing, prior to closing on the loan. In order to save the Town money, both in bond counsel fees and bank interest, the County graciously agreed to act as interim financier. Note at the end of the project, all County money will be reimbursed. The County Attorney has prepared two

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Interim Financing Agreements with the Town of Sudlersville to temporarily supply them with necessary funding to construct the Barclay Sewer Collection Project for the Boards consideration.

On a motion made by Commissioner Wilson, seconded by Commissioner McLaughlin, the Board unanimously agreed to execute the two Interim Financing Agreements with the Town of Sudlersville to temporarily supply them with necessary funding to construct the Barclay Sewer Collection Project.

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

PROCLAMATION 23-12 CHARACTER COUNTS PILLAR OF THE MONTH-RESPONSIBILITY:

Commissioner McLaughlin read the following proclamation:

23-12

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

WHEREAS, all citizens have been called upon to embrace the “Six Pillars of Character” and incorporate them into their daily activities and to model these traits of good character; and

WHEREAS, the Character Counts! Pillar of the Month for March is “Responsibility”; and

WHEREAS, “Responsibility” can be defined as being reliable, dependable, and being trustworthy; and

WHEREAS, all good citizens should demonstrate the characteristics of responsibility in their everyday life; and

WHEREAS, each individual is duty bound to help teach important character values to our children so they learn what it means to be responsible and to always tell the truth; and

WHEREAS, with humans as with animals, unconditional love does not stop because of anger or Indifference; and

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WHEREAS, each citizen must take the responsibility to show they can be trustworthy, reliable dependable and care for themselves, other citizens, animals and the community; and

WHEREAS, being responsible helps us build character; and

NOW THEREFORE, it seems it would be a responsible measure for Queen Anne’s County Commissioners to hereby designate the March Character Counts! Pillar of the Month to be “Responsibility”.

INFORMATION AND COMMUNICATION TECHNOLOGIES-SERVER HARDWARE REPLACEMENT:

Ms. Megan DelGaudio, IT Support Manager submitted a request to replace aging server systems with expiring warranties that currently host the Queen Anne’s County virtual server systems (non-public safety). The standard manufacturer warranty for a server is typically 5 years. The current servers we are using were purchased in late 2016 and the original manufacturer warranties have expired. A request for bids was advertised as prescribed by our procurement policy and 18 bids were received ranging from \$50,199.24 to \$126,599.45. Staff recommends award of this contract to the low bidder Dell in the amount of \$50,199.24 to replace the (six) current aging server systems with the R650XS servers from Dell. Adequate funding is available in the IT infrastructure capital budget account.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the replacement of the current aging server systems with the R650XS servers from Dell based on the RFQ bid BPM035588 for \$50,199.24 using the IT Infrastructure budget. As part of the motion, Commissioners Dumenil and McLaughlin asked questions and/or made comments on this topic.

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

MARYLAND CONNECTED DEVICES PROGRAM-FY2023:

The Community Partnerships for Children and Families, our Local Management Board (LMB), submitted a grant request on behalf of Queen Anne’s County to the Maryland Connected Devices Program (MD-CDP) in December 2022. The request was approved in full for 2000

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Chromebook laptops, with an estimated value of \$397,000, to be distributed to eligible households throughout our County. We look forward to partnering with Queen Anne’s County Library, the Area Agency on Aging and others in order to distribute these computers. The first step in the process is executing the enclosed Memorandum of Understanding with the Maryland Department of Community Development.

On a motion made by Commissioner McLaughlin, seconded by Commissioner Dumenil, the Board unanimously agreed to execute the FY2023 Maryland Connected Devices Program Agreement.

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

COMMUNITY DEVELOPMENT BLOCK GRANT COVID-ROUND 1-GRANT #-1-8

Mr. Mike Clark, Chief of Housing and Family Services noted in June 2020 Queen Anne’s County applied and was awarded funding through a Community Development Block Grant (CDBG) for Rental Assistance and Quarantine Sheltering. With the implementation of a new Emergency Rental Assistance Program (ERAP), CDBG allowed the original grant to be amended and funds diverted for other needs that met their program regulations. After further discussion, it was discovered that the funds could be utilized by the Queen Anne’s County Area Agency on Aging to help support the Home Delivered Meals program. The Home Delivered Meals program was able to spend down the entire amount awarded from that grant. Prior to closing, we were offered additional funds by CDBG and an extension of time. We have recently received the Second Grant Amendment to Grant #CV-1-8 for \$39,000 with a new closing date of December 31, 2023. Staff recommends execution of this Community Development Block Grant Amendment for the additional \$39,000.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Wilson, the Board unanimously agreed to execute the Second Amendment to the Maryland Community Development Block Grant Program COVID – Round 1 Grant Agreement for grant #CV-1-8.

Commissioners	Yes	No
Moran	x	
J Wilson	x	

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McLaughlin	x	
Dumenil	x	
Corchiarino	x	

REQUEST APPROVAL OF REQUIRED PLANS FOR THE COMMUNITY DEVELOPMENT BLOCK PROGRAM:

Mr. Mike Clark, Chief of Housing and Family Services noted as recipients of a Maryland State Community Development Block Grant (CDBG) the following plans are required to be in place:

Citizen Participation Plan

The State requires a jurisdiction to adopt and maintain a written Citizen Participation Plan, which outlines and describes their efforts in soliciting citizen input and responding to concerns and questions. A jurisdiction’s Citizen Participation Plan is effective for a five-year period.

Residential Anti-Displacement and Relocation Assistance Plan

As a recipient of CDBG funds, grantees are required to adopt and maintain a Residential Anti-Displacement and Relocation Assistance Plan. This plan outlines the basic steps that would need to be taken to ensure that those displaced are made “whole” and do not suffer any economic loss. It is effective for a three-year period and must be updated and re-adopted when it expires if the grantee has active grants. This plan is rarely, if ever, relevant to the projects Queen Anne’s County selects.

We are requesting the Commission’s approval for each of these plans. These plans have been in place in Queen Anne’s County for many years but must be approved every so often. Patrick Thompson, County Attorney, has reviewed these plans.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve and execute the Queen Anne’s County Citizen Participation Plan 2023 and the Queen Anne’s County Residential Anti-Displacement and Relocation Assistance Plan 2023.

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

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SUPPORT LETTER FOR SPAY & NEUTER GRANT:

Ms. Kelly Hamilton, Chief of Animal Services requested the Board to send a support letter to the Spay and Neuter Advisory Board seeking grant funding for Animal Services so they can provide financial assistance for low-income QAC residents seeking this service for their pets.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Wilson, the Board unanimously agreed to execute the letter of support to the Maryland Department of Agriculture for funding for the Spay and Neuter Program for Animal Services.

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

PRESS AND PUBLIC COMMENT:

1. Elizabeth Lepre – Dog Park in Centreville

COMMISSIONER’S ROUNDTABLE:

Commissioner Wilson discussed the following:
Queen Anne’s County High Boys and Girls wrestling team

Commissioner Dumenil discussed the following:
Attended the Kent Island High School Lady Bucks State game

Commissioner McLaughlin discussed the following:
Visited the Whitsett Center

Commissioner Corchiarino discussed the following:
Attended the Kent Island High School Lady Bucs State game

There being no further business, they adjourned at 7:26 p.m. to meet again on Tuesday, March 28, 2023.

EXECUTIVE ASSISTANT

PRESIDENT

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