

April 11, 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 (attended the meeting by zoom)

**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 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 5:10 p.m. Those in attendance were Mr. Todd Mohn, P.E., County Administrator and Ms. Margie A. Houck, Executive Assistant to the Commissioners.

The Board discussed Boards and Commission.

In open session, on a motion made by Commissioner Moran seconded by Commissioner Dumenil, the Board unanimously agreed to appoint Mark Cascia to fill the vacancy on the Ethics Commission. This term will expire on December 31, 2026.

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

**CLOSED SESSION:**

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Pursuant to State Government Law Section 3-305(b), (3): to consider the acquisition of real property for a public purpose and matters directly related thereto; “The County Commissioners held a Closed Session on a motion of Commissioner Dumenil seconded by Commissioner Wilson, at 5:10 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, Ms. Margie A. Houck, Executive Assistant to the Commissioners and Mr. Dave MacGlashan, Property Manager DPW.

The Board discussed land.

In open session, on a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the purchase contract for the Dixon Property in the amount of \$33,000 and have Commissioner President Jim Moran execute the purchase contract.

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

**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 Agenda for the current meeting, the Regular and Closed Session Minutes of March 28, 2023 and Budget Work Session Minutes March 30<sup>th</sup> and April 4, 2023.

**PRESS AND PUBLIC COMMENTS:**

1. Warren Wright - Grants

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**PRESENTATIONS:**

**CHARACTER COUNTS PILLAR OF THE MONTH “TRUSTWORTHINESS”:**

Commissioner Dumenil read and presented the Pillar of the Month Proclamation Trustworthiness to Mr. Wayne Humphries Character Counts Co-Chairs & Ms. Laura Plosila, Pets on Wheels – Character Counts Pillar of the Month “Trustworthiness”

**23-18**

**WHEREAS**, the Commissioners of Queen Anne’s County, at the request of its citizens, declared the County a *Character Counts!* Community; and

**WHEREAS**, all citizens have been called upon to embrace the “Six Pillars of Character” (Respect, Responsibility, Caring, Citizenship, Fairness, and Trustworthiness) and incorporate the Pillars into their daily activities and to model these traits of good character; and

**WHEREAS**, the *Character Counts!* Pillar of the Month for April is “Trustworthiness”; and

**WHEREAS**, all citizens will incorporate this value in their daily lives by being honest, by telling the truth, by being sincere, and by being forthright and candid; and

**WHEREAS**, all citizens will strive to be reliable by keeping their promises, honoring their word and commitments, by being dependable, and by being on time; and

**WHEREAS**, all citizens will make every effort to have integrity, to stand up for their beliefs, follow their conscience, be honorable and upright, live by their core principles no matter what others say, have the courage to do what is right, even when it is hard; and

**WHEREAS**, all citizens will make every effort to build a good reputation; and,

**WHEREAS**, all citizens will be loyal to family, friends, community, and country, be of good character; and

**NOW THEREFORE, THE QUEEN ANNE’S COUNTY COMMISSIONERS** do hereby designate the *Character Counts!* Pillar of the Month for April 2023 is “Trustworthiness”.

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**PROCLAMATION MONTH OF THE YOUNG CHILD:**

Commissioner Wilson read and presented Ms. Julie Zallevcillo, Chairperson Month of the Young Child Proclamation:

**23-17**

**WHEREAS**, the month of April has been designated the Month of the Young Child by the State of Maryland; and

**WHEREAS**, children are vitally important to the State and to the future of this country; and

**WHEREAS**, a safe and stable environment for our children is of importance to Queen Anne’s County; and

**WHEREAS**, we know that as a community we must ensure that our children are healthy emotionally, physically, intellectually, and mentally in order to promote successful growth into adulthood; and

**WHEREAS**, we as a community know the importance of working with agencies and schools in helping our young children to be ready for school and continue to be successful in their school career; and

**WHEREAS**, we recognize the importance of being intentional in building positive assets and opportunities for our children; and

**WHEREAS**, we recognize the importance of seeing our children as a positive resource for the present and future of our community; and

**WHEREAS**, we realize that it takes all community members to help our children grow in positive ways and in character; and

**WHEREAS**, we call upon all Queen Anne’s County citizens to join together to ensure love, laughter and encouragement is a daily part of our children’s lives;

**NOW, THEREFORE, WE THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY**, do hereby designate the month of April as “The Month of the Young Child in Queen Anne’s County.”

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**TAX SET-OFF HEARING WITH INCORPORATED TOWNS:**

Pursuant to County Ordinance 13-28, and further, Section 6-306 of the Tax-Property Article of the Annotated Code of Maryland, the Commissioners are required to provide for tax setoffs for the municipal corporations in the County. Two options are available for the determination of the tax setoff: (1) a tax differential rate, or (2) a direct aid payment to the municipality.

After preliminary discussions with the municipalities, the below plan was presented and agreed upon at the regularly scheduled COG meeting on March 8. Representatives from the municipalities have all been invited to attend this hearing and provide any supporting statements for their respective tax setoff.

- Barclay-Virginia Albers – Thanked the Board for the Support
- Centreville – Dan Worth -appreciate what they will receive
- Church Hill – Charlie Rhodes
- Millington - No one from the Town attended
- Queen Anne - No one from the Town attended
- Queenstown - Ms. Pat Howell- The process is better
- Sudlersville – Keith Griffin – Thanked the Board for their commitment
- Templeville - No one from the Town attended

For FY24, we propose the following tax differential rates or aid payments as follows:

<b>Municipality</b>	<b>Option</b>	<b>Municipality</b>	<b>Option</b>
<b>Barclay</b>	\$18,012 aid payment	Queen Anne	\$4,887 aid payment
<b>Centreville</b>	Differential rate of \$0.13/\$100	Queenstown	\$154,650 aid payment
<b>Church Hill</b>	\$53,901 aid payment	Sudlersville	\$43,093 aid payment
<b>Millington</b>	Differential rate of \$0.085/\$100	Templeville	\$1,000 aid payment

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to set the differential rates and aid payment amounts for and to the municipalities for Fiscal Year 2024 as shown on the schedule above.

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

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On a motion made by Commissioner Wilson, seconded by Commissioner McLaughlin, the Board unanimously agreed to pay for fireworks for Sudlersville in the amount of \$5,000, Queenstown in the amount of \$5,800 and Centreville in the amount of \$5,000.

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

**PROCLAMATION SEXUAL ASSAULT AWARENESS MONTH:**

Commissioner McLaughlin read and presented the Sexual Assault Awareness Month Proclamation to Ms. Kristy Mirando, Rape Crisis Center Director, Four All Seasons.

**23-15**

**WHEREAS**, sexual violence is widespread and impacts everyone - including families, homes, schools, and workplaces. Sexual Assault Awareness Month aims to raise public awareness about sexual violence and educate the communities about how to prevent it; and

**WHEREAS**, rape, sexual assault, and sexual harassment harm our community and carry a tremendous emotional and financial cost leading to long-term physical and psychological health problems including chronic pain, anxiety, post-traumatic stress disorder, and sexually transmitted diseases; and

**WHEREAS**, Nationwide, 81% of women and 43% of men reported experiencing some form of sexual harassment and/or assault in their lifetime: and

**WHEREAS**, the 2023 theme of this year’s Sexual Assault Awareness Month campaign focuses on equity and respect calling on all individuals, communities, organizations, and institutions to understand disparities and change the systems to improve equity and respect within the community; and

**WHEREAS**, in the United States 29% of Black women were raped in their lifetime; 35% Hispanic women reported unwanted sexual contact in their lifetime; 33% of adults with intellectual disabilities have experienced sexual violence; and 47% of all transgender people have been sexually assaulted in their lifetime: and

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**WHEREAS**, working together to educate, speak out, and prevent sexual assault in our communities is the best gift we can give to survivors and our children, and prevention is possible when everyone gets involved; and

**WHEREAS**, Queen Anne’s County supports the experts who work to identify, and prevent sexual violence and is dedicated to providing services and alternative avenues for survivors to seek proper care and treatment; and

**WHEREAS**, Sexual Assault Awareness Month and each day of the year is an opportunity to stand with survivors, to celebrate progress in combating these crimes, and to recommit to reducing sexual violence in Queen Anne’s County; and

**NOW, THEREFORE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY**, do hereby recognize April as Sexual Assault Awareness Month in Queen Anne’s County, and call this observance to the attention of all our citizens.

**PROCLAMATION NATIONAL PUBLIC SAFETY DISPATCHER WEEK:**

Commissioner Wilson read and presented the National Public Safety Dispatcher proclamation to Phil English.

**23-14**

**WHEREAS**, emergencies can occur at any time that require police, fire, or emergency medical; and

**WHEREAS**, Public Safety Dispatchers are not visible as the men and women who arrive at the scene of emergencies, but provide a vital link to public safety services as part of the first responder team, each telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year; and

**WHEREAS**, Public Safety Dispatchers are critical to our county’s emergency response and homeland security services, dispatching law enforcement, emergency medical services, firefighters and other emergency responders 24 hours a day, seven days a week; and

**WHEREAS**, the safety of our police officers, firefighters and medical responders is dependent upon the quality and accuracy of information obtained from citizens and visitors who contact the Queen Anne’s County Communications Center; and

**WHEREAS**, professional Public Safety Dispatchers are a vital link between citizens and victims and the first and most critical contact our citizens have with emergency services; and

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**WHEREAS**, Public Safety Dispatchers serve as the single most vital link for our first responders by monitoring their activities by radio, providing them information and ensuring their safety; and

**NOW THEREFORE**, the County Commissioners of Queen Anne’s County declare the week of April 9 through 15, 2023 to be National Public Safety Dispatcher Week in Queen Anne’s County in honor of the men and women whose diligence and professionalism keep our County and citizens safe.

**ECONOMIC & TOURISM DEVELOPMNET UPDATE:**

Ms. Heather Tinelli, Director, Economic & Tourism Development Director and staff met with the Board and gave an overview of her department. The following was highlighted:

**Mission**

A valued partner and respected resource for employers, entrepreneurs, business owners, stakeholders, and visitors. We inspire Queen Anne’s County residents, visitors and businesses to experience the beauty, culture and amenities an Eastern Shore lifestyle promises.

**Vision**

A valued resource, connector and catalyst, the Department strengthens Queen Anne’s economic and community vitality, showcases the county’s culture and character; and supports sustainable growth opportunities for residents, businesses, and visitors.

**Strategic Pillars**

The Department’s current operations is built around four integrated pillars Economic Development, Tourism, Workforce Development and Community Development.

Other items discussed were Economic Indicators, Business Retention & Expansion; Commercial Real Estate Sales Stats 2022, Business Outreach, Tourism Marketing, Events, Update on the Passenger Ferry Feasibility Study, Workforce Development, Videos Showcasing Jobs, Rack Cards or Codes, the Economic Development Incentive Fund Update and Request and a Temporary Visitor Center

**WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:**

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

**ADMINISTRATION/ENGINEERING**

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Commissioners Dumenil read the Flood Awareness Month proclamation and presented to Mr. Lee Edgar, Chief of Engineering.

**23-16**

**WHEREAS**, Governor Lawrence J. Hogan, Jr., former Governor of the State of Maryland, proclaimed April 2021 the first Maryland Flood Awareness Month and commended this observance to all citizens; and

**WHEREAS**, the Queen Anne’s County Board of County Commissioners likewise proclaimed April 2022 the first Flood Awareness Month in Queen Anne’s County; and

**WHEREAS**, just one inch of water in a home can cause up to \$25,000 in damages, according to the Federal Emergency Management Agency, and floods are four times more likely to occur than fires. Taking steps now to be prepared will make a big difference when a disaster arrives, and that preparation will help the entire community; and

**WHEREAS**, since 1970 there has been an increase in Atlantic hurricane activity; the 2021 hurricane season was the third-most active season on record, having produced 21 named storms and, the 2022 hurricane season was, according to the National Oceanic and Atmospheric Administration, the third-costliest season on record, despite having but only 14 named tropical storms and 2 major hurricanes; and

**WHEREAS**, the number of intense storms is predicted to increase; and recent sea-level rise projection from Maryland range from “likely” probability of 0.4 to 0.9 feet up to a one percent probability of 2.3 feet by 2050; and that sea level rise will flood dry areas, particularly on the Eastern Shore where Queen Anne’s County is located, increasing the depth of flooding, shifting regulatory floodplains further inland, and extending the reach of storm surges generated by coastal storms; and

**WHEREAS**, many County residents are at risk, and may be unaware of these changes and be uninsured or underinsured against flood hazards; and

**WHEREAS**, spring and summer weather with increasing incidents of nuisance flooding requires residents of the Eastern Shore and Queen Anne’s County to take extra precautions to ensure being safe at home during severe weather or while traveling, which includes always being up-to-date on weather forecasts and having an emergency kit at home and in their vehicles; and

**WHEREAS**, the Commissioners of Queen Anne’s County join the Queen Anne’s County Department of Emergency Services, Department of Planning and Zoning, and the Department of Public Works to encourage all County residents to learn more about the different flood hazards faced by individuals and communities across the State, and to provide information on what County

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residents can do to protect themselves, their property and possessions, their communities from flooding and severe weather; and

**NOW THEREFORE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY** do hereby proclaim April 2023 Flood Awareness Month in Queen Anne’s County.

**BOE ADMINISTRATIVE BUILDING WINDOW REPLACEMENT CONTRACT  
AWARD:**

Mr. Lee Edgar, Chief of Engineering, DPW noted sealed bids were received for the BOE Administration Building Window Replacement project. The work involves the removal and replacement of 150 premium fitted aluminum clad exterior window assemblies in the Board of Education Administrative Office building. The project is funded in part by a state grant, which provides \$250,000 in reimbursement from the Maryland Capital Improvement Program.

<u>Vendor</u>	<u>Location</u>	<u>Fee</u>
Bloomes Contracting, Inc.	Lanham, Maryland	\$ 907,386.00
Oak Contracting, LLC	Towson, Maryland	\$ 932,955.00
BRS Consulting, Inc.	Harrington, Delaware	\$ 1,045,575.00
Patuxent Renovations, Inc.	Prince Frederick, Maryland	\$ 1,640,182.00

Bloomes Contracting, Inc. submitted the lowest responsive and responsible bid. Adequate funding is available in the approved Capital Project no. 43004 *Central Office Building Envelope*. Staff recommends award of the contract, to Bloomes Contracting, in the amount of \$907,386.00, contingent upon favorable confirmation of qualifications and references.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board agreed to award the Board of Education Administrative Building Window Replacement contract Bloomes Contracting, Inc. of Lanham, MD in the amount of \$907,386.00 and contingent upon favorable confirmation of qualifications and references on the part of the vendor, authorize the Director of the Department of Public Works to issue Notice to Award and execute the contract on behalf of the County Commissioners after a discussion Commission Dumenil rescind his original motion and tabled this item until the Board hears back from staff regarding the bidder’s qualifications and how many windows could be purchased with \$250,000.

**DEPARTMENT OF CORRECTIONS REQUEST FOR REGISTERED NURSE FOR  
MAT PROGRAM:**

The Department of Corrections is requesting to hire a Registered Nurse to monitors and provide nursing care for inmates participating in the Medical Assistant Treatment (MAT) program with the Detention Center, County Health Department, and the University Medical Program, per House Bill 116. The Department of Corrections has obtained a Grant through the

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Opioid Operational Command Center FY22 Examination and Treatment Act Grant Program. This grant provides \$40,000.00 to cover RN salary from present to June 30, 2023, and \$80,000.00 to cover salary from July 1, 2023 to June 30, 2024. We are requesting to be able to move forward immediately with the process of hiring.

On a motion made by Commissioner Wilson, seconded by Commissioner McLaughlin, the Board unanimously agreed to hire a Registered Nurse for the MAT Program being administered by the Department of Corrections using the grant funds provided by the Opioid Operational Command Center FY22 Examination and Treatment Act Grant Program. As part of the motion, Commissioner Dumenil asked questions and/or made comments on this topic.

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

**SEMIANNUAL PROPERTY TAX PAYMENT SERVICE FEE:**

Ms. Nicole Hepfer, Director of Budget and Finance noted annually, the County Tax Collector is authorized to bill a service fee for the lost interest and administrative costs associated with the semiannual property tax billing if the amount of the service charge is approved by the State Department of Assessments and Taxation. The annual calculation of the service fee is related to the interest we receive from our cash investments, as the semiannual payment results in lost interest to the County. It is estimated that if a service fee based on actual lost interest revenue was implemented, the charge for a typical household would be \$13.55 per household. Queen Anne’s County did not charge a service fee for the 2022-2023 tax year. We recommend that a service fee not be charged in the 2023-2024 tax year as well.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to submit to the Department of Assessments and Taxation an approval form for the establishment of County and Municipal Fees for semiannual property tax payments a service charge in the amount of 0%. As part of the motion, Commissioner McLaughlin asked questions and/or made comments on this topic.

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

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**HUMAN RESOURCES REVISED POLICIES:**

Ms. Beverly Churchill, Director of Human Resources noted The Employee Communication & Moral Committee is continuing its work on reviewing and revising Human Resources Policies. As a result, the policies to be revised are: Contract Employees; Criminal Charge Notification; Employee Assistance Program (EAP) and **Shift Differential Pay**. Please note we are recommending an enhancement to the shift differential policy to increase the shift differential in FY 24 up to \$1.00 for evening shift differential (now \$0.30), night shift differential (now \$0.60), and sanitary district shift differential (now 5%). This will provide consistent shift differential payment to all county employees and continue to provide competitive wages for our employees working 24-hour shifts.

On a motion made by Commissioner Wilson, seconded by Commissioner Moran, the Board unanimously agreed to move that the policy revisions for Contract Employees, Criminal Charge Notification, Employee Assistance Program (EAP) and Shift Differential be adopted as outlined in the memo and to be effective July 5, 2023. As part of the motion, Commissioner Moran asked questions and/or made comments on this topic.

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

**BUDGET AMENDMENT #CC41-PARKS-POS LAND ACQUISITION:**

This amendment will establish budget authority in project 44003 parks POS land acquisition from the DNR POS acquisition grant for a total amount of \$551,055.00.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to adopt Budget Amendment #CC-41 – Parks – POS Land Acquisition.

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

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**PRESS AND PUBLIC COMMENT:**

1. Kimberly Maleski – QA Head Coach

**COMMISSIONER’S ROUNDTABLE:**

Commissioner Wilson discussed the following:  
Solar Bill went through and the Alcohol

Commissioner Dumenil discussed the following:

Commissioner McLaughlin discussed the following:

Commissioner Corchiarino discussed the following:

Commissioner Moran discussed the following:  
Numbers of cars using the Bay Bridget are up

There being no further business, they adjourned at 7:50 p.m. to meet again on Tuesday, April 25, 2023.

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EXECUTIVE ASSISTANT

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PRESIDENT

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