

April 25, 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) (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 5:30 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.

Bicycle and Pedestrian Advisory Board Appointment:

In open session, on a motion made by Commissioner Corchiarino, seconded by Commissioner Wilson, the Board unanimously agreed to appoint Kyle Lee to the Bicycle and Pedestrian Advisory Board for a 3-year term that will begin on March 1, 2023, and expire on February 28, 2026.

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

April 25, 2023

Board of License Commissioners (Liquor Board):

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to appoint Lynn Mason to the Board of License Commissioners for a 4-year term that will begin on July 1, 2023 and expire on June 30, 2027.

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

Ethics Commission Appointment:

On a motion made by Commissioner McLaughlin, seconded by Commissioner Dumenil, the Board unanimously agreed to appoint Robin Lanham to the Ethics Commission for the remaining term that will expire on December 31, 2024 and appoint Mark Cascia as an alternate member for a 5 year term that will expire 5/01/2028.

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

Travel and Tourism Advisory Committee Reappointment/Appointment:

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to reappoint Katharine Bonner, Dolores Jones and Michele Pringle as well as appoint Mary Jo McCulloch, Kelly Phipps and Ashley Genova to the Travel and Tourism Advisory Committee for a 3-year term that will begin on April 1, 2023 and expire on March 31, 2026.

Commissioners	Yes	No
---------------	-----	----

April 25, 2023

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 Corchiarino , the Board unanimously agreed to approve the amended Agenda for the current meeting, the Regular and Closed Session Minutes of April 11, 2023, Roads Minutes of April 11, 2023 and Budget Work Session Minutes April 13, 2023

PRESS AND PUBLIC COMMENTS:

1. Genevieve Henvietta – Ban Plastic Bags
2. Bente Cooney – Ban Plastic Bags

PRESENTATION:

DELMARVA POWER CAPITAL PROJECT UPDATE:

Mr. Donald King with Delmarva Power met with the Board and gave update on their projects. The following was highlighted:

Projects in Progress:

6755 Transmission line rebuild from Wye Mills Substation to Narrows 12.5 Miles Targeted Energization Date June 2023

Queenstown Substation Construction on Greenspring Road expected in service date of December 2024.

Narrows Substation Construction on Route 18 in Chester Expected in service date of October 2023

Ongoing Reliability Projects:

Cable Replacement in Claiborne Landing

Upcoming Reliability Projects:

Cable Replacement in Oyster Cove

LEGISLATIVE:

April 25, 2023

PUBLIC HEARING ON COUNTY ORDINANCE 23-03 REDISTRICTING PLAN:

COUNTY ORDINANCE NO. 23-03

A BILL ENTITLED

AN ACT CONCERNING the Decennial Redistricting plan for Queen Anne’s County;

FOR THE PURPOSE of establishing the geographic limits of the four County Commissioner Districts of Queen Anne’s County based on the 2020 United States Census

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

Press and Public Comments:

1. Gene Ransom

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to adopt County Ordinance 23-03.

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

PUBLIC HEARING CDBG SUDLERSVILLE SENIOR CENTER AND FOXXTOWN SENIOR APARTMENTS ROOF REPLACEMENT:

The purpose of this public hearing is to update the community on an amendment to our original application for the Community Development Block Grant (CDBG) awarded through the Maryland Department of Housing and Community Development Special Programs. The amendment to our original \$450,000 grant award, now includes an additional \$200,000, bringing the total grant award to \$650,000.

The purpose of this amendment is to ensure that the Sudlersville Senior Center, along with the newly added Foxxtown Senior Apartments, have safe and maintained facilities.

April 25, 2023

Mr. Mike Clark, Executive Director of Housing & Family Services conducted the hearing on behalf of the County and noted all legal requirements were met.

No public testimony was given.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to approve the Queen Anne’s County Department of Community Services’ grant amendment to the Maryland Department of Housing and Community Development’s Special Project through the Community Development Block Grant program for the Sudlersville Senior Center and Foxxtown Senior Apartments Roof Replacement project for \$650,000.

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

PRESENTATION:

2023 LEGISLATIVE UPDATE:

Mr. Bruce Bereano, Lobbyist and Government Relations Services met with the Board and reviewed the 2023 Legislative Session. He reviewed with the Board the various bills that passed and ones that failed and may be back next session.

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

OLD CENTREVILLE HIGH SCHOOL BUILDING ENVELOPE REPAIR CONTRACT:

Mr. Lee Edgar, Chief Engineer, DPW noted sealed bids were received for the Old Centreville High School Window Replacement project. The work involves the removal and replacement of one hundred fifty (150) premium fitted aluminum clad exterior window assemblies in the Board of Education Administrative Office building. Bids ranged from \$907,386 to \$1,640,182. Following presentation of the bid results, the Commissioners requested options for reducing the scope of work to condense the budget and address only the most urgent needs. Staff recommends we utilize the \$250,000 State funding with limited 1:1 County match

April 25, 2023

for a total project investment of \$500,000. The work would be limited to two major tasks: 1) restoration of seven uniquely large, original windows and 2) select repairs to the slate roof, focusing on trouble areas including, eaves, hips, valleys & cupola. These improvements concentrate on securing the building envelope of the core original two-story structures, preserving the opportunity to repurpose the historic school building for potential future use. Due to the specialized nature of this work, the tasks would be contracted to qualified craftsmen.

On a motion made by Commissioner Dumenil, seconded by Commissioner McLaughlin, the Board unanimously agreed to move to reject all Bids, cancel the Old Centreville High School Window Replacement project and authorize the Director of Public Works to execute the contracts with craftsmen for historic window restoration and slate roof repair having a combined total of which may be up to \$500,000. As part of the motion, Commissioners Dumenil, Moran and Wilson asked questions and/or made comments on this topic.

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

FIRE AND EMS COMMISSION LOSAP POINTS SYSTEM AND BYLAWS UPDATE:

The FEC is proposing updates to the Fire & EMS Commission Bylaws and the LOSAP points system to qualify for active status as a volunteer. These changes were recommended and approved by the FEC.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to move to approve the Queen Anne’s County Fire and EMS Commission’s Bylaws and points system for active status. As part of the motion, Commissioners Dumenil, McLaughlin and Wilson asked questions and/or made comments on this topic.

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

CLOSE OUT AGREEMENT FOR MATAPEAKE INDUSTRIAL PARK GRANT:

April 25, 2023

Ms. Heather Tinelli, Director of Economic and Tourism Development noted this is the Close-Out Report for grant number MD-11-ED-70 in regards to the Matapeake Industrial Park grant. The grant has been in effect since 2011 with an original award of \$575,000. Staff negotiated with representatives of DHCD to accept the job creation to-date and after an audit of the documentation, DHCD agreed to close the grant accepting the existing job numbers. A total of 51 new full-time jobs and 77 total new jobs were created at the Matapeake Business Park since 2011. Staff recommends execution of the Close Out Agreement for the Community Development Block Grant number MD-11-ED-70.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve and sign the Close-Out Agreement as presented for the Community Development Block Grant number MD-11-ED-70, regarding Matapeake Industrial Park. As part of the motion, Commissioners Moran and Wilson asked questions and/or made comments on this topic.

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

APPLICATION TO MARYLAND ALCOHOL MANUFACTURING FUND:

Ms. Heather Tinelli, Director of Economic and Tourism Development noted The Department of Commerce, under the auspices of the Office of Tourism has created the Maryland Alcohol Manufacturing Promotion Fund for specific priorities that encourage creative ways for brewers to market themselves, acquire visitors, and encourage Marylanders visit breweries, wineries, and distilleries. Queen Anne’s County is home to five breweries, each of which has a distinct identity and feel. They have recently joined forces to share knowledge and resources to educate county residents and beyond on the history of breweries and the science of alcohol manufacturing as the Queen Anne’s County Brewers Coalition. Economic and Tourism Development is proposing to apply on behalf of the Queen Anne’s County Brewers Coalition for this funding opportunity. If funded, it will allow our breweries to reach broader markets, bring more visitors in, and form a collective identity through a branding and marketing campaign, strategy implementation and deployment, special events, product development and retail activation. The total project grant request is \$236,625.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to approve the QAC Economic & Tourism Development’s

April 25, 2023

application in the amount of \$236,625 to the Maryland Alcohol Manufacturing Promotion Fund on behalf of the Queen Anne’s County Brewers Coalition. 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	

HOUSING BOND ALLOCATION TRANSFER 2023:

Mr. Mike Clark, Chief of the Division of Housing & Community Services submitted to the Board for their review and approval the Housing Bond Allocation Transfer 2023. In order for the Maryland Department of Housing and Community Development (DHCD) to utilize Queen Anne’s Housing Bond Allocation, the participating local government must transfer its allocation to DHCD in writing. This is a yearly practice in which Queen Anne’s County has always complied. DHCD then utilizes local government housing bond allocations to issue bonds to fund housing programs or to issue mortgage credit certificates. The allocation represents the amount of volume cap authority that would have been available to the local government should it choose to issue the bonds itself in order to raise capital for mortgage loans. In prior years, the annual housing bond allocation has been an extremely powerful and successful tool in creating affordable housing opportunities. Staff recommends execution of the Transfer of Allocation Letter to the Department of Housing & Community Development.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve President Moran to sign the Transfer of Allocation Letter to the Department of Housing & Community Development as described and recommended by the Department of Community Services – Housing Division.

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

FY2024 CITIZEN’S BUDGET MAILER:

April 25, 2023

Ms. Nichole Hepfer, Director of Budget and Finance submitted to the Board for their review and approval the FY2024 Citizens Budget letter. This is the proposed FY2024 Citizens’ Letter. This letter will be sent to the citizens of Queen Anne’s County to summarize the FY2024 Proposed County Commissioners’ Budget, as well as provide detailed information on the public hearings. Both the attached General Fund Revenue Summary and the General Fund Expenditure Summary will be included with this letter for distribution.

A motion made by Commissioner Dumenil, seconded by Commissioner Moran to approve the FY2024 Citizen’s Budget letter to be mailed to Queen Anne’s County citizens. After a discussion, a motion was made by Commissioner Wilson, seconded by Commissioner Dumenil and the Board unanimously agreed to amend the motion to include a few minor changes to clarify the Board of Education funding levels.

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

BOARD OF EDUCATION TRANSFER BETWEEN MAJOR STATE CATGORIES:

The Board of Education requests County Commissioner approval of the transfers listed between major state categories. Since the approval of the FY 2023 adopted unrestricted budget, there have been additional identified needs for the following:

Major Category: Administration

Special Education to Administration- \$100,000
 To account for additional legal fees and printing costs.

Major Category: Maintenance

Instructional Salaries and Special Education to Maintenance \$320,000
 To account for two maintenance workers and additional repairs needed.

Major Category: Transportation

Fixed Charges to Transportation \$300,000
 To account for the increase in fuel costs and the purchase of two 2021 Thomas Built Minotour Buses.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the transfers between major state categories for the

April 25, 2023

Administration major category in the amount of \$100,000, the Maintenance major category in the amount of \$320,000 and the Transportation major category in the amount of \$300,000.

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

BUDGET AMENDMENT #CC-42-BOARD OF ED:

The first part of this amendment transfers budget authority in the amount of \$15,000, Priority Comprehensive Building Assessment to KIHS Energy Management Systems. The second part of this amendment removes budget authority in the amount of \$205,437 from Security Upgrades, and transfers to the following projects:

- \$55,437 Bayside ES Security Vestibule
- \$150,000 KIHS Security Vestibule
- \$205,437 TOTAL

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to adopt Budget Amendment #CC-42 – Board of Education. 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 #CC-44-RURAL MD ECONOMIC DEVELOPMENT:

This amendment will establish budget authority for the Rural MD Economic Development Grant which was received by Treasury on March 30, 2023 in the amount of \$1,348,000. No County funds are requested.

April 25, 2023

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt Budget Amendment #CC-44 – Rural MD Economic Development Grant. As part of the motion, Commissioner Wilson 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#CC-45-CHESAPEAKE HERITAGE AND VISITORS CENTER:

Per request of the Department of Public Works, this amendment takes the remaining budget authority in the existing Chesapeake Heritage and Visitors Center, and splits it into two new projects as follows:

- CHVC - Bldg Repairs \$105,000
- CHVC - Site Improvements \$707,352
- No new county funds are requested.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt Budget Amendment #CC-45 – DPW - Chesapeake Heritage and Visitors Center. As part of the motion, Commissioners Moran and Wilson asked questions and/or made comments on this topic.

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

GRANT SUPPORT LETTER FOR OLD WYE MILL:

This is a request for a grant support letter from Champe McCulloch, Board Member with Friends of Wye Mills. The Friends of Wye Mills are seeking a \$20,000 grant from the Maryland Historical Trust for various maintenance items and the rehabilitation of the mill.

April 25, 2023

On a motion made by Commissioner Corchiarino, seconded by Commissioner Wilson, the Board unanimously agreed to execute the grant support letter for the Old Wye Mill.

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

CITATION FOR GREEN SCHOOLS:

Following the tradition set in 1999, the Maryland Association for Environmental and Outdoor Education (MAEOE) respectfully requests Queen Anne’s County Citations honoring the 2023 Maryland Green School inductees. This year we have citations for three (3) schools from Queen Anne’s County that successfully completed the requirements necessary for this award as a Maryland Green School. They include Bayside Elementary, Kent Island Elementary and Centreville Elementary.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the citations.

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

PRESS AND PUBLIC COMMENT:

None

COMMISSIONER’S ROUNDTABLE:

April 25, 2023

Commissioner Wilson discussed the following:

Commissioner Dumenil discussed the following:

Commissioner McLaughlin discussed the following:
Attended the Vietnam Memorial

Commissioner Corchiarino discussed the following:

Commissioner Moran discussed the following:
Attended the Vietnam Memorial
The Cash Bash is this weekend at the Goodwill Fire Hall

There being no further business, they adjourned at 6:57 p.m. to meet again on Tuesday, May 9, 2023.

EXECUTIVE ASSISTANT

PRESIDENT

April 25, 2023