

May 12, 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
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 Dumenil, seconded by Commissioner J. 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 5:15 p.m. Those in attendance were Mr. Todd Mohn, County Administrator; Ms. Margie Houck, Executive Assistant and Beverly Churchill, Director of the Department of Human Resources.

The Board discussed various Boards and Commissions. They also discussed various vacant positions.

CLOSED SESSION:

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 J. Wilson, at 5:15 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 5:30 p.m. Those in attendance were Mr. Todd Mohn, County Administrator; Ms. Margie Houck, Executive Assistant.

The Board discussed the purchase of land owned by the Town of Centreville for the renovation of the Detention.

In Open Session:

On a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to appoint Allan Taublib to a two-year term on the Employee Awards Committee to begin immediately and end December 31, 2021.

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

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to appoint Will Mulock as an alternate member, to the Ethics Commission to fill a remaining unexpired term to begin immediately and end December 31, 2024.

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

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to appoint Gene Ransom to fill a remaining unexpired term on the Liquor Board to begin immediately and end June 30, 2022 and to (re)appoint John McQueeny to a four-year term on the Liquor Board to begin July 1, 2020 and end June 30, 2024.

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

On a motion made by Commissioner Dumenil, seconded by Commissioner Moran, Commissioner Corchiarino recused himself on the vote for Judy Corchiarino, the Board unanimously agreed to appoint Jane Vezeris, to fill a remaining unexpired term on the Personnel

Board to begin immediately and end December 31, 2021 and to (re)appoint Judy Corchiarino to a four-year term on the Personnel Board to begin immediately and end June 30, 2024.

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

MINUTES:

On a motion made by Commissioner Wilson, seconded by Commissioner Wilson, the Board unanimously agreed to approve the Agenda for the current meeting and the regular minutes of April 23, 2020 and May 5, 2020 and Closed Session Minutes of April 23, 2020

DEPARTMENT OF PUBLIC WORKS – ADMINISTRATIVE/ENGINEERING:

Mr. Alan Quimby, Director of the Department of Public Works; Mr. Steve Cohoon, Public Facilities Planner; and Mr. Lee E. Edgar, P.E. met with the Board.

HISTORIC COURTHOUSE EXTERIOR PAINT, TRIM & REPAIR: CONTRACT AWARD:

Mr. Edgar presented to the Board for their review and approval, Historic Courthouse Exterior Paint, Trim & Repair: Contract Award.

Sealed bids were received and opened on Monday, April 20, 2020 for the Historic Courthouse Exterior Paint, Trim & Repair construction contract. The contract consists of the removal, painting, and reinstallation of shutters & appurtenant hardware, removal and reinstallation of gutters and downspouts with select repair as necessary, priming and painting exposed brick, along with wood exterior, thereby preserving and protecting the 224-year old buildings envelope. Project Bids were solicited in accordance with the County Procurement Policy. Six (6) bids were received, publicly opened and read as follows:

<u>Vendor</u>	<u>Location</u>	<u>Bid</u>
Colossal Contractors, Inc.	Burtonsville, MD	\$64,360.00
Earn Contractors, Inc.	Gaithersburg, MD	\$69,300.00
M&A Coatings, LLC	Eighty Four, PA	\$73,000.00
Zierfuss Painting & Restoration	Church Hill, MD	\$85,195.00
Titan Industrial Services, Inc.	Baltimore, MD	\$89,120.00
Tito Contractors, Inc.	Washington, DC	\$99,998.00

Colossal Contractors, Inc.'s bid is the lowest responsive and responsible bid and is within the approved FY2020 Capital Project #400923 Historic Courthouse Renovations budget. Based on the above, staff recommends award of the contract to Colossal Contracting, Inc. of Burtonsville, Maryland.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to award the Historic Courthouse Exterior Paint, Trim & Repair construction contract to Colossal Contractors, Inc. of Burtonsville, Maryland in the amount of \$64,360 and authorize the Director of Public Works to issue the Notice of Award and execute the Contract on behalf of the County Commissioners.. As part of the motion, Commissioners Moran, S. Wilson and Dumenil made comments on this topic.

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

REDUCTION IN TRAFFIC VOLUMES RELATED TO COVID 19 STATE OF EMERGENCY:

Mr. Cohoon presented to the Board for their review, Reduction in Traffic Volumes Related to COVID 19 State of Emergency.

The Board reviewed data from Queen Anne’s County traffic counters for March and April of 2020 and a comparison to traffic volumes in 2018 and 2019. The data shows how the COVID 19 pandemic has impacted travel in and through Queen Anne’s County on US 50 and 301 during the current State of Emergency.

The Board reviewed four pages of data and four graphs, one for each traffic counter location, US 50 at the Bay Bridge, US 50 at Carmichael Road, US 301 at Galena Road (MD 313) and US 301 at Del Rhodes Avenue. The traffic volumes listed represent the combined total traffic volumes for traffic moving in both directions (eastbound & westbound).

The tables show the traffic counts for each day of the month at each location for March and April 2020 and compare them to the traffic counts in 2018 and 2019. Next to the traffic count is a percentage that represents the difference between the 2020 traffic volume when compared to the 2018 and 2019 volume.

The tables are set up to compare the same day of the week (Sundays to Sundays and Wednesdays to Wednesdays) so 2018 and 2019 do not follow the exact calendar date, comparing

March 1 to March 1 for example. Matching days of the week was necessary for a more accurate comparison of weekday trips and weekend trips.

Some general observations from the data include:

- During the first week of March traffic volumes this year were generally consistent or slightly higher than 2018 and 2019 traffic volumes.
- On March 5, 2020 Maryland declared a State of Emergency and started to apply limitations on travel for State employees, the size of gatherings to less than 250 people and closed casinos and racetracks. As a result, traffic volumes began to show a slight decline.
- Public Schools were closed beginning the third week of March. The 2020 Maryland Legislative session adjourned, and gatherings were limited to 10 people or less. By the end of the third week in March traffic volumes had decrease approximately 40% from 2018 and 2019 volumes.
- Later in March nonessential businesses, beaches and parks were ordered closed and on March 30, 2020 the Governor issued a stay at home order which remains in place. These restrictions resulted in traffic volumes dropping by approximately 50% from the 2018 and 2019 volumes on US 50 & 301.
- All the limitations and restrictions remained in place throughout the month of April. As a result, traffic volumes in April during the work week remained approximately 50% lower than the past 2 years. The weekend traffic on the US 50 and 301 corridors is generally 60%-75% lower than the same time in 2018 & 2019. Percent change greater than 60% have been highlighted on the attached data sheets.
- Sunday traffic at US 301 and MD 313/Galena Road had the largest change. On Sundays in April at this location traffic volumes were 80-84% lower than 2019 volumes.
- The percentage change in traffic volumes at US 301 at Del Rhodes Ave seem to be slightly higher than other locations. This is likely due to proximity to the retail outlet center that has been closed.
- The highest travel volume day at the bay bridge in April 2020 was a Wednesday with 41,334 trips. The highest travel volume day in April 2019 was a Sunday with 87,781 trips. At the same location, the lowest volume day in April 2020 was a Sunday with 18,801 trips in contrast to the lowest travel day in April 2019 which was a Monday with 67,272 trips.

We will continue to track the traffic volumes and provide updates to the Commissioners.

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

May 12, 2020

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

MENTAL HEALTH AWARENESS MONTH:

Commissioner Dumenil read this proclamation:

WHEREAS, the mental health of every citizen is essential to the emotional and economic prosperity of our families, communities, and businesses in Queen Anne’s County; and

WHEREAS, mental health is a key component of every individual’s overall physical health and emotional well-being; and

WHEREAS, mental illness affects people of all ages, races, ethnicities, and income levels in Queen Anne’s County; and

WHEREAS, mental health conditions are not only common, they are treatable, and early effective intervention can save the trajectories of people living with mental illness; and

WHEREAS, feelings of personal shame and fears of social stigma and discrimination prevent many, living with mental illness, from seeking help; and

WHEREAS, untreated mental illness leads to higher rates of emergency department visits, hospitalizations, school dropouts, and suicides; and

WHEREAS, stigma leads to fear, mistrust, and violence against people with mental illness, who are significantly more likely to be victims than perpetrators of violent crimes; and

WHEREAS, stigma can be reduced by increasing the awareness of mental illness and available resources for those suffering from mental health conditions; and

WHEREAS, greater public awareness about mental illness can positively transform attitudes about, and towards people with mental illness, making it easier for the citizens of Queen Anne’s County to seek help;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, do hereby declare May 2020 Mental Health Month. We call on our citizens, agencies, private institutions, businesses and schools in Queen Anne’s County to recommit to increasing awareness of mental health and to recognize the necessity of accessible and appropriate mental health services for all citizens of Queen Anne’s County.

OLDER AMERICANS MONTH 2020: MAKE YOUR MARK:

Commissioner S. Wilson read this proclamation:

WHEREAS, Around the nation, older adults make their marks every day as volunteers, employees, employers, parents, grandparents, mentors, and advocates. They offer their time, talents, and experience to the benefit of our communities; and

WHEREAS, Queen Anne's County includes a growing number of older Americans who make countless contributions to our community every day; and

WHEREAS, Queen Anne's County is stronger when people of all ages, abilities, and backgrounds are included and encouraged to make their mark; and

WHEREAS, Queen Anne's County recognizes the importance of the physical, mental, social, and emotional well-being of its citizens; and

WHEREAS, Queen Anne's County can support our community members by: promoting independence, inclusion, and participation; engaging older adults through education, recreation, and service; and connecting people with opportunities to share their time, experience, and talents.

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, do hereby proclaim May 2020 to be Older Americans Month and urge every resident to recognize older adults and the people who support them as essential members of our community.

CHARACTER COUNTS! PILLAR OF THE MONTH FOR MAY – CARING:

Commissioner Corchiarino read this proclamation:

WHEREAS, almost 20 years ago, Queen Anne's County was declared a Character Counts! Community, and we as citizens were encouraged to come together and build a strong community based on the 'Six Pillars of Character'; and

WHEREAS, all citizens, throughout these years, have worked so hard to embrace the "Six Pillars of Character" and incorporate them into their daily activities and to model these traits of good character, and by doing so we have created this healthy, safe and secure place for our families; and

WHEREAS, the *Character Counts!* Pillar of the Month of May is 'Caring', and we as citizens of Queen Anne's County, in the midst of this unprecedented National Emergency created by the COVID-19 virus, have really seen our Character Counts! community stand up during this challenge and show that 'Caring' is essential at a time like this; and

WHEREAS, in Queen Anne’s County, we see and feel the spirit of Character Counts! and the entire county uniting with an overabundance of kindness; showing they care, helping those in need, being thankful and expressing gratitude; and

WHEREAS, ‘Caring’ are the many organizations throughout our community that have stepped up and bonded together and continue to provide food to anyone and everyone here in Queen Anne’s County so our citizens will not worry about this basic human need; and

WHEREAS, ‘Caring’ are those who are helping others however they can, by volunteering their time or resources, shopping for those who cannot get out, for making and distributing masks for our community or for just being a friend during these uncertain times; and

WHEREAS, ‘Caring’ are the schools and the teachers who have stepped up and adapted to Distance Learning so our children can continue to learn and to Character Coaches that have resumed virtual Character Counts! lessons so we may continue to instill and highlight these important values in our youth; and

WHEREAS, ‘Caring’ is being thankful and grateful for the frontline workers here in Queen Anne’s County and everywhere for doing what they do, day after day, trying to save lives and keep us safe and provided for;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, do hereby designate the *Character Counts!* Pillar of the Month for May to be ‘Caring’ and call upon all Queen Anne’s County citizens at this time to Stay Home, Be Safe and continue to join together and support the “Six Pillars of Character”.

VILLAGE AT SLIPPERY HILL REQUEST FOR SUPPORT OF PHASE II:

Mr. Michael Clark, Chief of Housing & Family Services, submitted to the Board for their review and approval Village at Slippery Hill Request for Support of Phase II.

Green Street Housing applied for Low Income Housing Tax Credit (LIHTC) financing and other Maryland Department of Housing and Community Development (DHCD) rental housing program resources to finance the construction of the second phase of the Village at Slippery Hill. It is an affordable rental community located in Grasonville in which the second phase will include housing for the elderly. In order to make their application strong they requested support from the County Commissioners. Specifically, they would like the commissioners to increase the Payment in Lieu of Taxes amount for the senior housing portion of the second phase from \$200 to \$400 per apartment and a support letter from the Commissioners to the Secretary of Housing at DHCD.

Under this cover is a Project Summary of The Village of Slippery Hill Phase II, A resolution for Payment in Lieu of Taxes, the Payment in Lieu of Tax Agreement and a letter of

support from the County Commissioners to DHCD.

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to sign the payment in lieu of taxes Resolution and authorize the County Administrator to sign the payment in lieu of taxes agreement between Queen Anne’s County and a special purpose entity or entities to-be-formed to own and develop the property. As part of the motion, Commissioners Moran and Dumenil made comments on this topic.

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

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to sign the enclosed letter addressed to Secretary Holt of the Maryland Department of Housing and Community Development in support of Green Street Housing’s housing effort to receive low-income housing tax credits (LIHTC) for the next phase of the Slippery Hill Development. 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	x	
Corchiarino	x	

2020 COMPREHENSIVE PLAN UPDATE:

Ms. Amy Moredock, Principal Planner, submitted to the Board for their review and approval, 2020 Comprehensive Plan Update – Replacement Consultant Request to Hire Consultant to Continue the Plan Update.

Having terminated its contract with Smith Planning and Design (SPD) on March 2, 2020, the County must select a firm to continue and complete the 2020 Update of the Comprehensive Plan. To that end, staff reached out to the firm whose proposal was identified in September 2019 by the Selection Committee as the second choice to complete the project. That firm, Wallace Montgomery & Associates, LLP (WM) was briefed on the status of the County’s update and was excited to discuss the possibility it puts submitting forward and updated complete proposal and

professional for reconsideration. process for Staff the successful has received continuance and reviewed and that completion revised proposal of the 2020 and Comprehensive has found that Plan Update.

The original and revised proposal is thorough in its response to the RFP Scope of Services, Deliverables, and Key Roles and Responsibilities. WM has outlined a full-bodied schedule of public meetings, as well as web-based outreach opportunities (managed by the Company). WM outlines complete management of the project and a mechanism for reporting to key staff and stakeholders.

While this was not a key factor in the selection process, it is worth noting that WM also put forward the second lowest proposed fee (which remains so). In light of the Governor’s Executive Orders surrounding the COVID-19 pandemic and a need identified by the Planning Commission, WM has revised its proposal by increasing the number of meetings and workshops, as well as the timeframe for successful completion of the project. Inconsideration of the deliverables received from SPD, WM has decreased the overall budget from \$258,975.94 to \$257,635.94.

The FY2020 budget allocation for the Comprehensive Plan totals \$250,000 for consultant services. Therefore, a budget adjustment is hereby requested to cover the cost of project completion. Please note, the County received 4 proposals in response to the RFP; only one proposal put forward a budget within the County’s FY2020 budget allocation.

In accordance with the 2020 Comprehensive Plan Proposal Selection Committee ranking of proposals received, we now recommend that the County Commissioners of Queen Anne’ County hire Wallace Montgomery & Associates, LLP and enter into a contract for their services to update the 2020 Queen Anne’s County Comprehensive Plan.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to hire Wallace Montgomery & Associates, LLP and enter into a contract for their services to update the 2020 Queen Anne’s County Comprehensive Plan and authorize Planning Director Mike Wisnosky to sign the contract on behalf of the County Commissioners. I further move that the County adjust its budget to accommodate this contract.

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

DETENTION CENTER UNIFORM BID:

Warden LaMonte Cooke submitted to the Board for their review and approval, Detention Center Uniform Bid.

The Queen Anne’s County Department of Corrections has solicited bids for the replacement of correctional officers’ uniforms and related equipment.

Requests were sent for bid proposals to four known vendors. Two companies responded and they were Howard Uniform Co. and Lawmen Supply Co. This expenditure is budgeted in our FY20 operating budget.

Howard Uniform has submitted a bid for the 2020 Queen Anne’s Co. Detention Center. In our bid response we carefully consider all bid specifications for our pricing on all items. The bid states in bold letters on the 13th line that the bid will not be split. Our pricing is based on receiving the award of all items.

The bid states in bold alt caps on the 4th line that all patches will be supplied by the bidder. Our pricing is based on our being able to procure the patches with bulk pricing for all the items on the bid.

The bid states on the 10th line that the successful bidder shall provide someone to size the employees for fit This requires our representative to be available to the detention center for all three shifts on an agreed upon day and allow them to try on the items they will order Our pricing is based on the time required for our representative to fit the employees.

Due to these factors we need our bid response to be considered as a whole and not be split, as is clearly stated in your bid specifications.

On a motion made by Commissioner Dumenil, seconded by Commissioner S. Wilson, the Board unanimously agreed to award the bid to Howard Uniforms for correctional officers’ uniforms.

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

SOLE-SOURCE PROCUREMENT FROM CAROUSEL/AIRBUS:

Mr. Scott A. Haas, Department of Emergency Services Director, submitted to the Board for their review and approval, Sole-Source Procurement from Carousel/Airbus.

The Department of Emergency Services has been awarded grant funding from the Emergency Number Systems Board (ENSB), Project #20-200 for \$1,657,053.33. The purpose of this grant is to install a new VESTA 9-1-1 telephone system to include all new hardware and software. This update is necessary as the agency prepares for Next Generation 9-1-1 implementation. Enhancements as part of this grant include;

- VESTA 7.1 Software update, SMS deployment ready
- VESTA NG 9-1-1 Nena 3 Mapping solution
- VESTA 9-1-1 Heads-Up Display
- VESTA Analytics 3.1
- ECaTS MIS Realtime 9-1-1 Analytics

Five VESTA Call-taking positions installed at Kent County, Maryland back-up PSAP

The grant will also fund the on-site installation and all administrative training necessary for system implementation. Once the installation is complete, the software and preventative maintenance obligation of the system is part of the grant award for five years at no additional cost to the County.

Due to already existing hardware, maintenance, and system monitoring agreements for the current VESTA 9-1-1 phone system, the Department of Emergency Services is requesting sole source procurement from Carousel, to maintain continuity in the expansion of the system.

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve a Sole Source Procurement and authorize the Director of the Department of Emergency Services to execute a contract with Carousel Industries to provide a VESTA 9-1-1 phone system for \$1,657,053.33.

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

FIREWORKS EVENT:

Mr. Stephen Chandlee, Department of Parks and Recreation Director, submitted to the Board for their review and approval, Fireworks Event.

The Department of Parks and Recreation has contracted the Fireworks Celebration at the Exploration Center at Kent Narrows with Zambelli Inc. for the date of Wednesday, July 1, 2020 and the rain date of Thursday, July 2, 2020.

In December, we paid half of the fees (\$10,000) to lock in the date for the event. We have been contacted by the vendor regarding the decision to cancel the event and select another date due to the current situation with the COVID 19 virus.

Based on conversation with the Zambelli’s Project Manager, Kim Ceyrolles, we have two options to consider:

1. Cancel and move the event to next year July 2021 with no price increase
2. Postpone and select another date this year 2020 with no price increase

The Board held this item for more information.

BUDGET AMENDMENT:

On a motion made by Commissioner Dumenil, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve Budget Amendment CC-32.

#	CC-32						Date	4/17/2020
QUEEN ANNE'S COUNTY								
REQUEST FOR BUDGET AMENDMENT								
FY 2020								
								Increase (Decrease) Amount
Description of expenditure/revenue accounts to increase/(decrease):				Fund	Account Code			
					Activity	Account	Project	
Increase	Aging - IIIC-2 Home Delivered Meals	Federal Grant		618	618050	32490		26,197
Increase	Aging - IIIC-1 Congregate Meals	Federal Grant		616	616050	32490		5,240
					Net increase in revenue			31,437
Increase	Aging - IIIC-2 Home Delivered Meals	Food Services		618	618050	5456		26,197
Increase	Aging - IIIC-1 Congregate Meals	Food Services		616	616050	5456		5,240
					Net increase in expenditures			31,437
Justification: Department of Aging received Families First Coronavirus Response Act Notice of Grant Award on April 6, 2020. \$5,240 is for Congregate Meals expenditures and \$26,197 is for Home-Delivered Meals Expenditures. The total grant award to be spent before September 30, 2021 is \$31,437.								
No additional County Funds Needed								

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

CARES ACT FUNDING:

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to sign the Federal Funding Certification and Agreement from the Maryland Department of Budget and Management.

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

HOUSING AUTHORITY AUDIT:

Ms. Katya Lindsey, Executive Director, Housing Authority of Queen Anne’s County, submitted to the Board for their review and approval, Housing Authority Audit.

On May 11, 2020, the Housing Authority Board of Commissioners voted to conduct a forensic audit of the financial circumstances of our agency for its most recent three-year period. The Housing Authority Board of Commissioners have set a maximum budget of \$30,000 to spend on the audit. At this time, we find that the Housing Authority will benefit from the completion of a forensic audit but, we do not have the financial means to do so. We are asking the County Commissioner’s to cover the cost of the forensic audit on behalf of the Housing Authority. The Housing Authority’s position is that this forensic audit will give the agency a clear picture of the financial status of the agency and will enable our agency to make sound economic decisions as we move forward. This will assist the agency to better serve our residents and our community.

On a motion made by Commissioner Corchiarino, seconded by Commissioner J. Wilson, the Board unanimously approve \$30,000 so the Housing Authority can conduct a forensic audit of their Financial Circumstances for its most recent three-year period and the County will own the audit since they paid for it.. As part of the motion, Commissioners Corchiarino, Dumenil, J. Wilson and S. Wilson made comments on this topic.

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

STATE LIBRARY CAPITAL GRANT PROGRAM:

On a motion made by Commissioner Dumenil, seconded by Commissioner Moran, the Board unanimously approved the Letter of Intent necessary to apply for additional construction funding through the Maryland County Public Library Capital Grants Program in Fiscal Year 2020 for the expansion and renovation of the Kent Island Branch Library be signed and provided to the Maryland State Library.

The Board of County Commissioners of Queen Anne’s County hereby confirms our support to match funds received from the State Library Capital Grant program in FY22 for construction costs for the expansion and renovation of the Kent Island Library. Design having been completed earlier this year for a renovation and 11,202 square foot expansion plan, the construction contract is presently advertised for bids and anticipated to be awarded in June 2020.

In addition to value-engineering methods which have been applied to the design, the Bid Documents employ practical bid alternates to ensure that the construction remains true to the County’s needs while remaining within the total construction budget of approximately \$8.5 million.

Our latest Capital Improvement Plan FY20 18-22 reflects the construction costs for the Kent Island Library Expansion and Renovation projected to occur from FY 2020 through FY 2022 based on the eighteen (18) month construction schedule established for the project.

The new library will have a dramatic impact on the surrounding community and will enable the library to expand collections, programming and access to technology for children, teens, and adults. Though we remain committed to seeing this vital project through irrespective to your decision on this request, additional state capital funding in the form of a FY 2022 grant would be invaluable to the citizens of Queen Anne’s County.

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

YMCA UPDATE:

Mr. Robbie Gill presented to the Board for their review, YMCA Update.

- ✓ Queen Anne’s County Family YMCA Project Plan:
- ✓ Address community needs through programs and services (i.e. Pool partnership)
- ✓ Establish a community presence (Storefront Y in Centreville, MD)
- ✓ Determine community needs and pair facility amenities through a community assessment
- ✓ Identify possible YMCA site location

- ✓ Secure land donation
- ✓ Develop funding strategy
- ✓ Build capital campaign committee
- ✓ Receive lead gift commitment of \$5,000,000
- ✓ Receive lead gift commitment of \$2,500,000
- Launch quiet phase of the capital campaign (Due to COVID-19 crisis, this phase has been pushed back to summer 2020.)
- Finalize facility design plan to prepare for construction
- Launch the community phase of the capital campaign
- Break ground once 90% of funds are committed via pledges
- Ribbon cutting celebration, open the Y!

Queen Anne’s County Family YMCA Funding Plan:

\$5.0 million	Lead gift
\$2.5 million	Lead gift
\$1.3 million	State Funding (Due to the COVID-19 crisis, we are unsure the likelihood of receiving these funds)
	• 500k Governor’s budget
	• 800k Department of Aging Grant
\$5.0 million	Community Capital Campaign
\$13.8 million total	

Project Timeline:

- May/June 2020 - Begin facility design phase (6 Months)
- January/February 2021 - Break ground on the Queen Anne’s County Family YMCA (Construction 18 months)
- June/July 2022 - Ribbon Cutting for the Queen Anne’s County Family YMCA

CAPITAL BUDGET AND DECISIONS ON PROPOSED BUDGET:

Mr. Jonathan Seeman, Director and Ms. Brittney Moran, Budget Analysis Department of Budget and Finance met with the Board and reviewed the proposed FY2021 budget

PRESS AND PUBLIC COMMENTS:

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

1. Janet Salazar, QAC Library Director
2. Robert Regger
3. Erin & Chris Harmon
4. Sara Helwidge
5. Karen Winset

COMMISSIONER’S ROUNDTABLE:

Commissioner J. Wilson discussed the following:

Chicken sale this weekend. Pick up at Chesapeake College

Commissioner S. Wilson discussed the following:

Noted the positive cases in the County from the immigrant workers in North County

Ask Mr. Seeman, Budget Director about how other counties are using their Rainy-Day Fund or other funds to get through this pandemic.

Commissioner Dumenil discussed the following:

Noted the graduating seniors not being able to walk across the stage. The Board of Education is working on a plan to recognize these graduates.

Volunteer Fire Companies have not been able to hold fundraisers. Please find some way to support them.

Commissioner Corchiarino discussed the following:

Camps closed this summer. Looking to have something to get kids out this summer and give parents a break. If anyone has ideas, please reach out.

Commissioner Moran discussed the following:

Governor will hold a press conference this week to begin allowing counties to start phase in plan to open back up

Asked to have another budget work session to review all final details.

There being no further business, they adjourned at 8:35 p.m. to meet again on Tuesday, May 26, 2020.

EXECUTIVE ASSISTANT

PRESIDENT