

May 21, 2019

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

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

MEETING CALLED TO ORDER:

The meeting was called to order at 5:15 p.m.

CLOSED SESSION:

Pursuant to State Government Law Section 3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; "The County Commissioners held a Closed Session on a motion of Commissioner J. Wilson, seconded by Commissioner S. 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 5:25 p.m. Those in attendance were Mr. Todd Mohn, County Administrator; Ms. Margie Houck, Executive Assistant; and Ms. Beverly A. Churchill, Department of Human Resources Director.

The Board discussed employee incentives.

MINUTES:

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve the Agenda for the current meeting and the regular minutes of April 23, 2019, library minutes of May 14, 2019 and closed minutes of April 23, 2019.

PRESS AND PUBLIC COMMENTS:

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

1. Jack Broderick
2. Carol Frederick
3. Nancy Cook
4. Connie Zilling
5. Kathy Killeen
6. Bill Silva
7. Dominic Dilliorine

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

KENT ISLAND BRANCH LIBRARY:

Mr. Lee Edgar, Chief of Engineering, presented to the Board for their review and approval, Kent Island Branch Library - Letters of Certification for FY20 & FY21 State Grant Funding

In Fiscal Year 2018, Queen Anne's County was awarded a \$325,000 grant from the Maryland County Public Library Capital Projects Grants Program (State Grant) which, with equal matching funds by the County via approved FY2018 Capital Project #400877 KI Library Expansion, provides for the complete planning & design of expansion and renovation to the Kent Island Branch of the Queen Anne's County Free Library. Design is scheduled to be complete and construction documents Bid-ready in January 2020.

To support anticipated construction, the County has pursued additional State Grant funding through application for construction grants administered over two fiscal years - FY2020 and FY2021:

FY2020

In a letter dated May 22, 2018 and included with the Library's application for FY2020 State Grant funding for construction, the County Commissioners confirmed their continued support for the project and intent to match State Grant funds, should they be so awarded. The County has since been selected for a construction grant award of \$1,000,000 in FY2020. In order to obtain final approval from the State Board of Public Works and maintain eligibility for award, the Maryland State Library must receive a Letter on or before June 3, 2019 certifying the minimum local match of \$1,000,000 is budgeted for FY2020.

FY2021

To secure the remainder of the funding necessary to complete construction, the Library is preparing an application for FY2021 State Grant funding, requesting a grant in the amount of \$2,000,000. Similar to the original FY2020 grant application in May 2018, a letter of support intent must be included with the application which is due on May 22, 2019.

In order to preserve the continuity of State Grant funding necessary to support construction, staff recommended the County Commissioners endorse both letters and budget \$1,000,000 for construction in FY2020. This action does not necessarily commit the County to proceeding with construction, nor the expense of FY2020 funds, but affords the County Commissioners the ability to make a fully-informed decision in Spring 2020 when both the extent of 1) FY2020/FY2021 State Grant funding, and 2) true construction costs via actual Bids is known.

In coordination with staff from the Queen Anne’s County Free Library and the Department of Public Works, the design architect, Becker Morgan Group, has applied several cost reduction methods to ensure that the final design remains true to the County’s needs while remaining within the \$5,700,000 - \$6,200,000 local-share budget originally contemplated by the County Commissioners.

On a motion made by Commissioner Corchiarino, seconded by Commissioner J. Wilson, Commissioner S. Wilson abstained and Commissioner J. Wilson opposed, the Board agreed that the Letters of Certification necessary to secure construction funding through the Maryland County Public Library Capital Grants Program in Fiscal Years 2020 and 2021 for the expansion and renovation of the Kent Island Branch Library be signed and provided to the Maryland State Library. It was noted that the Commissioners that opposed and abstained was on holding this action item to be discussed during the budget work session before taking action.

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

HOUSING BOND ALLOCATION TRANSFER 2019:

Mr. Michael Clark, Chief of Housing & Family Services, submitted to the Board for their review and approval, Housing Bond Allocation Transfer 2019.

In order for the Maryland Department of Housing and Community Development (DHCD) to utilize Queen Anne’s County’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.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Moran, the Board unanimously agreed to sign the Transfer of Allocation to the Department of Housing & Community Development as described and recommended by the Department of Community Services - Housing Division. As part of the motion, Commissioner Moran made comments on this topic.

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

CAPITAL REQUEST FOR TRANSIT SCHEDULING SOFTWARE SOLUTIONS:

Ms. Catherine R. Willis, Department of Community Services Director, submitted to the Board for their review and approval, Capital Request for Transit Scheduling Software Solutions.

The Department of Community Services, Area Agency on Aging, Transit Division is requested a new Transit Scheduling Software Solutions. Grant funding was applied for and approved in FY19 under the Statewide Transit Innovation Grant Application (STIG) through Maryland Transit Administration.

Staff completed the county procurement process as required by MTA for this grant and have selected a vendor. The outcomes expected of the new software include the following: improve transit reliability, improve access and connections, and improve transit mobility options as an essential component of the State’s transportation system.

Following the bid opening on April 18, 2019, the Department would like to proceed to award CTS Software for a total base plus maintenance fees for an additional 2 years after start up for \$141,370.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to purchase CTS Software for the Department of Community Services, Area Agency on Aging, Transit Division Scheduling Software in the amount of \$141,370 of which \$129,025 is state grant funded.

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

Corchiarino	x	
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FY2019 DEPARTMENT OF PARKS VEHICLE REPLACEMENT:

Mr. Mike Watson, Chief of Operations, Department of Parks and Recreation, submitted to the Board for their review and approval, FY2019 Department of Parks Vehicle Replacement.

The Department of Parks requested to purchase a 2019 Ford F250 Crew Cab pickup, from Hertrich Fleet Services, Milford, De. in the amount of \$30,865 using the Maryland Department of General Services Contract. (BPO# 001B9400177) This vehicle purchases are part of the systematic replacement of Park Fleet Vehicles. Staff will be replacing a 2003 Chevrolet 2500 Pickup truck, which has been removed from service, do to safety inspections and high mileage.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to authorize the Department of Parks & Recreation to purchase a 2019 Ford F250 Crew Cab pickup, from Hertrich Fleet Services, Milford, DE, for \$30.865 using the Maryland Department of General Services Contract. Funding to come from the Department of Parks & Recreations FY 2019 Capital Equipment Budget.

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

MDA – COOPERATIVE AGREEMENT:

Ms. Juliane A. Oberg, Deputy Secretary, Maryland Department of Agriculture, submitted to the Board for their review and approval, Cooperative Agreement.

The Board reviewed the Cooperative Agreement between the Maryland Department of Agriculture and Queen Anne’s County that provides for cooperation in the control and eradication of noxious and certain invasive weeds for the period July 1, 2019 through June 30, 2020.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to sign the Cooperative Agreement in the control and eradication of noxious and certain invasive weeds for the period of July 1, 2019 through June 30, 2020.

Commissioners	Yes	No
Moran	x	

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

PROPERTY TAX CREDIT FOR DISABLED OR FALLEN EMERGENCY WORKERS:

Mr. Jonathan Seeman, Budget & Finance & IT Director, submitted to the Board for their review and approval, Property Tax Credit for Disabled or Fallen Emergency Workers.

The following application for the Property Tax Credit for Dwelling owned by a Disabled Emergency Worker, which has been reviewed by the County attorney Patrick Thompson, is recommended for approval.

Hank F. Brittingham

The amount of the credit is 100% of the County tax for the tax year 2019-2020. The estimated amount of the tax credit is \$6,326.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve the Property Tax Credit Dwelling owned by a Disabled Emergency Worker, Hank F. Brittingham, in the estimated amount of \$6,326.

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

KNDF DRAW ON 570 FUND:

Mr. Jody Schulz, Chair, Kent Narrows Development Fund, submitted to the Board for their review and approval, KNDF Draw on 570 Fund request.

The Kent Narrows Developing Foundation requested a transfer of \$10,000 from the 570 Fund to cover operating costs until funds from the Special Tax district are replenished in July.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve the KNDF request to transfer \$10,000 from the 570 Fund to cover operating costs until funds from the Special Tax district are replenished in July.

Commissioners	Yes	No

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

BUDGET AMENDMENT:

On a motion made by Commissioner Moran, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment CC-27.

#	CC-27									Date	04/18/19	
Entered by	<p style="text-align: center;">QUEEN ANNE'S COUNTY REQUEST FOR BUDGET AMENDMENT FY 2019</p>											
											Increase (Decrease) Amount	
Description of expenditure/revenue accounts to increase/(decrease):			Fund	Account Code								
				PROJECT ONLY								
increase	New Courthouse Project	Gen Cap FY19 Pr Yr Fund Balance	410	410000	39939	400559						700,000
increase	New Courthouse Project	Buildings/Additions	410	410000	9040	400559						700,000
COMMENTS:												
This amendment will establish budget authority to use \$700,000 of General Capital fund balance for the New County Courthouse.												

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

CITIZEN REQUEST FOR DONATION TO CASEY CARES FOUNDATION:

Mr. Wade Lober submitted to the Board for their review and approval, request for donation to Casey Cares Foundation.

My wife and I are residents of Queen Anne’s County. I have lived in the county for over 28 years. I have run my charter boat business out of the Queen Anne Marina for over 20 years and have been a long-term advocate for the fishing and charter industry in the county. As a Charter Captain, I brought thousands of anglers to the county who have added to the economy of our great county. In keeping with contributing to the county and those in need, I am

supporting a worthy cause to help the families of children who are critically ill. I am raising money for the Casey Cares 501-3C (52-2259802). The mission of Casey Cares is to provide ongoing, uplifting programs with a special touch to critically ill children and their families.

I will be participating in the Casey Cares fishing tournament which is being held at the Bay Bridge Marina and the Inn at Chesapeake Bay Beach Club. This tournament will bring hundreds of anglers and their gear to our county. All the money raised by my boat will go directly to the Casey Cares Foundation. My wife and I paid the entry fee of \$1000 as our donation to this Foundation. With your support along with friends and family, we were able to raise over \$10,000 last year. The tournament was able to raise over \$100,000 for this worthy cause through this Queen Anne’s County based tournament. We have set a goal for our team to raise at least \$10,000 for this worthy cause again this year. I ask that you help me support our fine county and this worthy cause and the local families it benefits by contributing \$5000 to the Casey Cares Foundation through sponsoring my Queen Anne’s County based boat in this charity event.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to support the Casey Cares Foundation in the amount of \$5000.

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

COMMUNITY SERVICE UPDATE & OLDER AMERICAN’S MONTH PROCLAMATION:

Mr. Michael R. Clark, Community Partnership for Children and Families Director, presented to the Board for their review, Community Service Update.

Area Agency on Aging:

In light of Older American’s Month, we have selected to highlight two assets which continually advocate for and improve the lives of our constituents.

Commission on Aging: The Commission is organized and operated exclusively for charitable and educational purposes. They shall: promote welfare and betterment, report and advise on needs, provide input, set priorities of all senior citizens in QAC and by direction of the County Commissioners, conduct special studies. The Commission has two important events coming up to include a Regional Commission on Aging meeting on June 19, 2019 at the Kramer Center from 11 to 2 focusing on the health concerns of seniors living on the Delmarva, as well as a Town

Hall meeting to be held on September 26, 2019 at the Grasonville Senior Center from 10:30 to 11:30 which you will receive an invitation to participate.

Transit Division: While beginning in 1974 with a couple of vans for a regional system, the Transit Division has grown and changed tremendously over the years. While demand for service continues to grow, CDL drivers are at a national shortage and while annual state and federal grant funds remain the same, the division continues to grow. This is in thanks to accessing additional grants and tremendous local support through the county government

Also, on May 14th, transit took possession of two brand new 2019 Ford E-450 with 16-2 seating to assist our aging fleet. We just received concurrence from MTA to remove 3 buses and 1 minivan from service which are no longer operable. MTA pays for 90% of our capital equipment while the county is responsible for the remaining 10% which is already approved and available in the FY19 capital budget.

Local Management Board:

Community Partnership Agreement Notice of Funding Availability for fiscal year 2020: The LMB just received our scores back from the State for our grant application. The scores were good, so good in fact that we were told that we did not have to go formally present on this block grant if we didn't want to. However, staff has chosen to meet with the State anyway in the hopes that it will make next year's implementation easier. The amount of the request is \$485,119.

Mentor and Character Counts' Coordinator Vacancy: We are currently working with Human Resources to fill that position. Most of the funding for that position comes from the grant mentioned above which requires the majority of the time spent on providing a mentoring program. The Character Counts Coaching portion of the program is still going strong and overseen by Kelly Huber. That program is mostly funded by a grant through the Clifton foundation with a match from the County. They have over 100 volunteers currently and 89% of the classrooms in the school system are covered with volunteer coaches.

Division of Housing:

Housing Rehabilitation: This unit, led by Mickey Lomax, was established to work to qualify low income residential property owners to rehabilitate homes and to alleviate health and safety hazards. The work in this unit has been busy and stable. Recently, he has helped to make homes handicap accessible and provided new septic systems. It is very useful that this division is located in the same department as the Aging division. This partnership continues to foster strong collaboration and unified client support.

Homeless Prevention Rapid Rehousing Model: This Homeless prevention unit works with federal, state and county governments along with private foundations and other organizations to prevent homelessness. They are fully into their first year with a new Rapid Rehousing model.

Through March of fiscal year 2019, Cindi Boone, has provided support to 73 different families at risk and/or homeless. Through this new model, she is required to provide intense support to clients who are literally homeless. For this population, Ms. Boone maintains an average caseload of six families at any one time and that number is trending upwards.

Affordable & Workforce Housing Unit: Anne Van Benschoten is researching strategies that will be put in a plan designed to help guide the housing office to determine which strategies best meet the preferences of the citizens of Queen Anne's County while helping to maintain and support the workforce. Through March 2019 there have been 116 revolving loans awarded for home purchases.

The Board presented Mr. Mike Clark the following Older American's Month Proclamation:

WHEREAS, Queen Anne's County includes a growing number of older Americans who enrich our community through their diverse life experiences; and

WHEREAS, Queen Anne's County is committed to strengthening our community by connecting with and supporting older adults, their families, and caregivers and acknowledging their many valuable contributions to society; and

WHEREAS, Queen Anne's County recognizes the importance of bringing together all generations and engaging in activities that promote physical, mental, and emotional well-being for the benefit of all; and

WHEREAS, Queen Anne's County can enhance the lives of older Americans in our community by:

- promoting home- and community-based services that support independent living;
- involving older adults in community events and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

NOW, THEREFORE, WE, THE COUNTY COMMISSIONER'S OF QUEEN ANNE'S COUNTY, does hereby proclaim May 2019 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as essential and valuable members of our community.

PUBLIC HAZARD MITIGATION PLAN:

Mr. Scott A. Haas, Department of Emergency Services Director, presented to the Board for their review, Public Hazard Mitigation Plan.

Hazard mitigation is sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards.

Disaster Mitigation Act of 2000 DMA 2000 (Public Law 106-390) provides the legal basis for FEMA mitigation planning requirements for State, local and Indian Tribal governments.

Queen Anne's County Hazard Mitigation Plan

The Hazard Mitigation Plan is Queen Anne's County's roadmap to evaluating hazards, identifying resources and capabilities, selecting appropriate actions, and implementing mitigation measures to eliminate or reduce future damage from those hazards.

EMS WEEK PROCLAMATION:

The Board presented Mr. Scott Wheatley, Department of Emergency Services Assistant Chief, the following EMS Week Proclamation:

WHEREAS, emergency medical services are a vital public service in Queen Anne's County; and

WHEREAS, Queen Anne's County Emergency Medical Service providers are ready every day for every emergency; and

WHEREAS, access to the quality emergency care Queen Anne's County Emergency Medical Service provides, dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, Queen Anne's County Emergency Medical Service providers consist of first responders, emergency medical technicians, paramedics, firefighters, police officers, educators, administrators and others; and

WHEREAS, the members of Queen Anne's County Emergency Medical Services, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of the Emergency Medical Service providers of Queen Anne's County by designating Emergency Medical Services Week;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, declare the week of May 19 through 25, 2019 to be National Emergency Medical Services Week in Queen Anne's County to show support for the employees who care for our citizens and visitors in their greatest hour of need.

LEGISLATIVE SESSION:

Commissioner Moran introduced County Ordinance 19-08:

A BILL ENTITLED

AN ACT CONCERNING the Repeal of Section 4-15, "Ownership Disclosure" of the Code of Public Local Laws of Queen Anne's County;

FOR THE PURPOSE of repealing Section 4-15 of Chapter 4 of the Code of Public Local Laws requiring disclosure of ownership interest in entities participating in actions before the Queen Anne's County Board of Appeals;

BY REPEALING Section 4-15 of Chapter 4 of the Code of Public Local Laws of Queen Anne's County.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that Section 4-15 of the Code of Public Local Laws be and is hereby REPEALED.

Commissioner Corchiarino introduced County Ordinance 19-09:

A BILL ENTITLED

AN ACT CONCERNING Amendments to Chapter 13 of the Code of Public Local Laws of the Queen Anne's County Regarding the Use of School Bus Monitoring Cameras by School and Law Enforcement Officials;

FOR THE PURPOSE OF providing for photographic enforcement and administrative adjudication of school bus stop arm violations and imposition of civil fines for those violations, consistent with Maryland state law, including but not limited Section 21-706.1 of the Transportation Article and Md. Courts and Judicial Proceedings Code Ann. §7-302 and §10-311;

BY ADOPTING a new Article IV §13-14 as an addition to the Public Local Laws of Queen Anne's County, Maryland.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND, that Section 13-14 of Public Local Laws of Queen Anne's County be and is hereby ENACTED to read as follows:

ARTICLE IV. School Bus Monitoring Cameras.

§13-14. School Bus Monitoring Cameras.

The Sheriff of Queen Anne’s County is authorized to use school bus monitoring cameras in consultation with the Board of Education of Queen Anne’s County, in accordance with §21-706.1 of the Transportation Article of the Annotated Code of Maryland, as amended from time to time.

BEACH TO BRIDGE PLAN:

Mr. Scott A. Haas, Director and members of the Department of Emergency Services; Major Dwayne Boardman, Sheriff’s Department; members of the Kent Island, Grasonville and Queenstown Volunteer Fire Department members; Dr. Joseph A. Ciotola, Jr. M.D., Health Officer; and Patrick Thompson, Esquire, County Attorney, met with the Board to discuss the Beach to Bridge Plan.

The Beach to Bridge Plan was discussed and how the Fire Departments and EMS crews would be able to reach people needing emergency care during Sunday beach traffic.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to implement the Beach to Bridge Traffic Control Plan in the amount up to \$50,000.

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

PRESS AND PUBLIC COMMENTS:

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

1. Jay Falstad

COMMISSIONER’S ROUNDTABLE:

Commissioner J. Wilson discussed the following:
Cell phone bills increasing due to a NexGen 911 upgrade tax

BUDGET WORK SESSION:

Mr. Jonathan Seeman, Director of Finance reviewed the following with the Board:

1. Tax Rate
2. Tax Differential
3. Enhancements
4. Outside Agencies
5. Budget Draft Resolution
6. Dump Tickets
7. Housing Authority
8. Board of Education
9. Potential Adjustments
10. Capital Budget
11. Capital Budget Project Balances

There being no further business, they adjourned at 8:40 p.m. to meet again on Tuesday, May 28, 2019.

EXECUTIVE ASSISTANT

PRESIDENT