

May 23, 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 Corchiarino, 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, P.E., County Administrator and Ms. Margie A. Houck, Executive Assistant to the Commissioners.

The Board discussed Boards and Commission.

AGRICULTURAL PRESERVATION ADVISORY BOARD:

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to appoint Mr. Randy Hutton, Jr. to the Agricultural Preservation Advisory Board, his term will expire June 30, 2028.

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

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BAY BRIDGE AIRPORT ADVISORY COMMITTEE:

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to reappoint Mr. Jason Jarvi, Mr. John Friel, and appoint Mr. Paul White to the Bay Bridge Airport Advisory Committee. These terms will expire June 30, 2026.

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

PROPERTY TAX ASSESSMENT APPEALS BOARD:

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to appoint Mr. Mark Cascia to the Property Tax Assessment Appeals Board. This term will expire June 1, 2028.

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

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 Corchiarino, 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 5:22 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

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On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the Purchase Contract Agreement with Kent Island Self Storage, LLC in the amount of \$50,000 for the South Island Trail Extension.

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 amended Agenda for the current meeting, the Regular May 9, 2023, Closed Session Minutes of May 9, 2023 and Roads Minutes of May 9, 2023.

PRESS AND PUBLIC COMMENTS:

1. Ms. Marilyn Schuler – Beautification of the trail

PRESENTATION:

MID SHORE BEHAVIORAL HEALTH, INC. UPDATE:

Ms. Kathryn Dilley Director and Ms. Audra Cherbonnier, Adolescent & Young Adult Behavioral Health Supervisor Mid Shore Behavioral Health met with the Board and gave an update on their organization and the services they provide to Queen Anne’s County. Ms. Dilley requested the Board to sign the FY 2024 Letter of Agreement with Mid Shore Behavioral Health, Inc. (MSBH) to act as the counties agent in oversight, planning and development of the Public Behavioral Health System in Queen Anne’s County.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to sign the Queen Anne’s County - Core Service Agency Letter of Agreement — FY 2024.

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

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

DRAFT 2023 ANNUAL MDOT TRANSPORTATION PRIORITY LETTER FOR THE FY 2024-2029 CONSOLIDATED TRANSPORTATION PLAN:

Mr. Steve Cohoon, Public Facilities Planner, DPW submitted to the Board for their consideration the draft 2023 MDOT priority letter from the County Commissioners to Maryland Department of Transportation Secretary, Mr. Paul J. Wiedefeld. The letter outlines transportation priorities for inclusion in the 2024-2029 Consolidated Transportation Plan. The letter is very similar to past years letters and continues to identify the priorities for Queen Anne’s County as:

1. Continue, and to the extent possible, expedite the process to add capacity crossing the Chesapeake Bay to reduce congestion in the Bay Bridge corridor.
2. Construct improvements on the Rt 18 corridor from Castle Marina Road to the Kent Narrows.
3. Construct the US 50 & 213 interchange.
4. Construct at grade intersection improvements on the US 301 corridor.
5. Continued support of our local transit efforts.
6. Continued support for our bicycle and pedestrian improvements.
7. Support regional coordination for transportation projects.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve and execute the 2023 Priority Letter to the Maryland Department of Transportation.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
McLaughlin	x	

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Dumenil	x	
Corchiarino	x	

NOXIOUS WEED COOPERATIVE AGREEMENT:

This is the annual Cooperative Agreement between the County and Maryland Department of Agriculture (MDA) for the control and eradication of noxious weeds. The County has a Weed Control Coordinator, Weed Control Committee, and adequate resources to meet the terms and conditions of the Cooperative Agreement. Staff recommends execution of this agreement.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to execute the Cooperative Agreement with the Maryland Department of Agriculture (MDA) for the control and eradication of noxious weeds. As part of the motion, Commissioners Dumenil, 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	

STORMWATER POND MAINTENANCE TREE REMOVAL AT KENT ISLAND HIGH SCHOOL:

Mr. Lee Edgar, Chief Engineer, DPW noted that sealed proposals were received for the Stormwater Pond Maintenance-Tree Removal at Kent Island High School project. The work involves removal of trees and woody vegetation from within and surrounding the two stormwater management ponds serving Kent Island High School. Regular maintenance and inspection of stormwater facilities is required by State and County stormwater management regulation and must be documented annually in the County’s Municipal Storm Sewer System (MS4) reporting; Six (6) bids were received, publicly opened and read as follows:

Vendor	Location	Fee
Integrity Tree Service, LLC	Queenstown, MD	\$ 78,900.00
Diamond State Tree Experts	Wilmington, DE	\$ 98,200.00
Martin’s Excavation and Hauling, LLC	Centreville, MD	\$ 135,000.00
RJO Services, LLC	Severna Park, MD	\$ 128,600.00
Delaware Environmental Construction Services, LLC	Newark, DE	\$ 132,940.00
Economy Tree Service, Inc.	Wye Mills, MD	\$ 268,440.00

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Integrity Tree Service, LLC submitted the lowest responsive and responsible local vendor bid. Adequate funding is available in the approved Capital Project no. 40359 Drainage and Stormwater Management-MS4 Program Requirements. Staff recommends award of the contract, to Integrity Tree Service, LLC of Queenstown, Maryland in the amount of \$78,900.00.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to award the Stormwater Pond Maintenance – Tree Removal at Kent Island High School contract to Integrity Tree Service, LLC of Queenstown in the amount of \$78,900.00 and authorize the Director of Public Works to issue Notice to Award and execute the Contract on behalf of the County Commissioners. 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	

BAY BRIDGE RUN 2023 MOU WITH MDTA:

Ms. Heather Tinelli, Director of Economic & Tourism Development submitted to the Board for their review the Bay Bridge Run 2023 MOU with MDTA. MDTA and Queen Anne’s County have negotiated with Corrigan Sports Enterprises, Inc. to facilitate the 2023 Bay Bridge Run on 11/12/2023. Last year, 2022, was the 2nd year that Corrigan Sports Enterprises, Inc. “CSE” was contracted to run the event and it was reported that over 16,000 runners participated in the race. MDTA, CSE and Queen Anne’s County work closely to coordinate the event including planning for public safety measures with the help of outside agencies from both sides of the bay. Staff recommends execution of this MOU.

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to approve and execute the Memorandum of Understanding between the Maryland Transportation Authority and Queen Anne’s County that will allow Queen Anne’s County to facilitate the Bay Bridge Run Event on November 12, 2023. As part of the motion, Commissioners Dumenil, Moran and Wilson asked questions and/or made comments on this topic.

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

BUDGET AMENDMENT #CC-47 – DETENTION CENTER FACILITY:

This amendment will remove budget authority in the amount of \$2,598,010 from Project 40883, Detention Center Facility. The grant funding requested from the State in FY20 was not received. Therefore, we are removing the \$2,598,010 from the capital budget, along with the corresponding expenditure budget.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment #CC-47 – Detention Center Facility. As part of the motion, Commissioners Dumenil, Moran, Wilson and Corchiarino 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-48 – SKI SEWER PROJECT:

This amendment establishes additional budget authority for Sanitary project 20117, SKI Step 2- Part 2. The expenditures of this project are to be paid up front by the Sanitary District and then repaid by the State loan. There is currently \$1,200,000 of budget authority included in the FY24 Proposed Capital Budget. Therefore, an additional \$2,233,807 of budget authority is necessary to complete the project. No County funds are requested.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment #CC-48 – SKI Sewer Project.

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

BUDGET AMENDMENT #CC-49 – SHERIFF’S OFFICE – PRAR GRANT:

The Governor’s Office of Crime Control & Prevention awarded the Sheriff’s department additional Police Recruitment & Retention Program funding. This reimburses for the purchases of uniforms, advertising, and professional vehicle enhancements. Funds are paid out on a reimbursement basis. No additional County funds are needed.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment #CC-49 – Sheriff’s Office – Police Recruitment and Retention Program.

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

BUDGET AMENDMENT #CC-51 – ECONOMIC DEVELOPMENT TRAINING:

In FY20, funds from the Revolving Loan Fund were transferred to the Grants Fund for Economic Development to fund small businesses that had been affected by COVID. The funds have not been spent and are remaining in the Grants Fund. It was requested that the unspent funds (\$240,000) be transferred to the Economic Development Incentive Fund to be used in the future. This budget amendment authorizes that transfer. No County funds are requested.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment #CC-51 – Grant Funds – Economic Development Training. As part of the motion, Commissioner Wilson asked questions and/or made comments on this topic.

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

BUDGET AMENDMENT #CC-52 – REVOLVING LOAN FUND:

It was requested that the available balance (\$472,272) in the Revolving Loan fund be transferred to the Economic Development Incentive Fund (EDIF) to be used for grants or loans to outside businesses. This budget amendment authorizes that transfer. No County funds are requested.

On a motion made by Commissioner Dumenil, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment #CC-52 – Revolving Loan Fund. 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-53 – FIRE AND EMS COMMISSION:

This amendment establishes additional budget authority for FEC’s LOSAP and life insurance expense. This budget amendment authorizes the additional expense for FY23 and is being funded with fund balance.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment #CC-53 – General Fund Fire and EMS Commission.

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

BUDGET AMENDMENT #CC 54 – ROADS DEPARTMENT:

This budget amendment is to reclassify budget authority for the roads department from the general fund to a new separate fund. This budget amendment will transfer the budget authority for the Roads Department from the General Fund to a separate fund established for the accounting of Roads Operations. During the FY21 GFOA review of the Annual Comprehensive Financial Report (ACFR), we became aware that we are required to account for the Roads Department in a separate fund. Since there is a separate Board, it is a blended component unit and cannot be combined with the General Fund.

In summary, this amendment removes all revenue (\$1,348,000) and expenditure (\$6,066,638) budgets for Roads from the General Fund (pages 1 and 2). Those budgets are added to the new Roads Operating Fund (pages 3 and 4). The deficit of \$4,718,638 is included as a transfer out of the General Fund and a Transfer into the new Roads Operating Fund, which creates a balanced budget in the new fund. The net effect on the General Fund is a decrease of \$1,348,000 for both revenue and expenditures.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment #CC 54 – Roads Department.

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

BUDGET AMENDMENT #CC 55 – COMMISSIONERS OFFICE:

This budget amendment will establish additional budget authority in the County Commissioners budget to cover office supplies, expenses, meetings and conferences and salaries and benefits due to the transfer of a position from Community Affairs to the County Commissioner Office. There is no increase to the General Fund Total budget.

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On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment #CC 55 – Commissioners Office.

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

BUDGET AMENDMENT #CC-56 – SHERIFF’S OFFICE – PORT SECURITY GRANT:

This amendment adds grant revenue along with the corresponding expenditures in relation to the Port Security Grant awarded to the Sheriff’s Office in the amount of \$18,830. No additional County funds requested.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment #CC-56 – Sheriff’s Office – Port Security 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	

PROCLAMATION 23-31 – “MAY IS BUILDING SAFETY MONTH”:

Commissioner Wilson read the following proclamation:

23-31

WHEREAS, Queen Anne’s County is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike; and

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians, building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry who work year-round to ensure the safe construction of buildings; and

WHEREAS, these guardians are dedicated professionals who are experts in the building environment to create and implement the highest quality codes to protect us in the buildings where we live, learn, work and play; and

WHEREAS, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, floods and earthquakes; and

WHEREAS, Building Safety Month is a way to recognize our dedicated professionals and remind the public about the critical role these dedicated protectors of public safety, our local code officials, who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

WHEREAS, “It Starts with You,” the theme for Building Safety Month 2023, encourages all of us to raise awareness about building safety on a personal, local and global scale; and

WHEREAS, in observance of Building Safety Month, we want to acknowledge the essential service provided to all by these dedicated individuals in protecting lives and property; and

NOW, THEREFORE, the County Commissioners of Queen Anne’s County do hereby proclaim the month of May 2023 as Building Safety Month in Queen Anne’s County and encourage our citizens to join us as we celebrate Building Safety Month.

LEGISLATIVE:

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Commissioner Dumenil introduced County Ordinance 23-02 A BILL ENTITLED AN ACT CONCERNING Maximum Mixed Use Residential Density in the Waterfront Village Center (WVC) Zoning District in Queen Anne’s County; FOR THE PURPOSE of amending the bonus provisions authorizing the Queen Anne’s County Planning Commission to consider and grant a maximum mixed use residential density of up to 25 dwellings per acre in the Waterfront Village Center (WVC) Zoning District under certain circumstances; with the retail commercial or service uses to be at least 5 percent gross floor area; and generally dealing with mixed use density in the Waterfront Village Center (WVC) Zone;

PRESS AND PUBLIC COMMENT:

1. Jeremy Casey – Make Sure the Bidder is a MD licensed Tree Expert

COMMISSIONER’S ROUNDTABLE:

Commissioner Wilson discussed the following:
Practice Safe Boating this weekend
Next week is Graduation for both High School

Commissioner Dumenil discussed the following:
Plastic Free Celebration
Attended the Grasonville Elementary Field Day
KIHS Lacrosse team is going to the State Championship

Commissioner McLaughlin discussed the following:
Jimmy Lewis passed, he was a former Queenstown Volunteer Firefighter
Grand Reopening of Fisher Manor’s Library

Commissioner Corchiarino discussed the following:
Congratulated all the seniors graduating
Would like to see more citizens apply for Boards and Commissions

Commissioner Moran discussed the following:
Wish everyone a Happy Memorial Day

CONSTANT YIELD HEARING:

The Constant Yield Hearing started at 7:00 p.m. Mr. Todd Mohn, PE, County Administrator reviewed the proposed FY2024 County Budget Presentation.

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The following persons spoke:

1. Ms. Carolyn Armstrong – Library Position
2. Dr. Patty Saelens – Administration Building
3. Mr. Royce Herman – Taxes
4. Cecilia Mitchell – QAC Public Schools
5. Janet Salazar – Library
6. Trish O’Brien – Commissioners Budget
7. Marilyn Schuler – Beautification of the Trail

The Board made closing remarks

There being no further business, they adjourned at 7:34 p.m. to meet again on Wednesday May 24, 2023.

EXECUTIVE ASSISTANT

PRESIDENT

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