

June 9, 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 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 5:10 p.m. Those in attendance were Mr. Todd Mohn, County Administrator; Ms. Margie Houck, Executive Assistant; Ms. Lynda Thomas, Deputy Executive Assistant;

The Board discussed Boards/Commissions.

In open session:

On a motion made by Commissioner S. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to appoint Jason Jarvi, John Friel and John Kirby to the Bay Bridge Advisory Committee for a term to begin July 1, 2020 and end June 30, 2023

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

Corchiarino	x	
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On a motion made by Commissioner J. Wilson, seconded by Commissioner J. Moran, the Board unanimously agreed to appoint Scott Svoboda to the Department of Emergency Services Advisory Council for a term to begin immediately and end June 30, 2022.

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 Moran, the Board unanimously agreed to appoint Judy Kropfelder to the Housing Authority Board for a term to begin on July 1, 2020 and end June 30, 2025 and appoint Mike Arntz to fill the unexpired term to expire June 30, 2024.

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

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 5:10 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland.” The Board adjourned in Closed Session at 5:30 p.m. Those in attendance were Mr. Todd Mohn, County Administrator and Ms. Beverly Churchill, Director of Human Resources.

The Board discussed an employment contract.

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 Minutes of May 26, 2020 and June 2, 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.

BALTIMORE METROPOLITAN COUNCIL AGREEMENT:

Mr. Cohoon presented to the Board for their review and approval, Baltimore Metropolitan Council (BMC) Agreement Unified Planning Work Program (UPWP) Contract for FY2021.

As a Member of the Baltimore Metropolitan Council, each year, Queen Anne’s County executes a contract relating to our involvement and participation with the proposed work program. In turn, the agreement provides for financial support to the County for our work with the BMC. The BMC will reimburse the County for 80% of the work done by Staff working on joint planning projects and studies.

The Unified Planning Work Program includes Queen Anne’s County’s participation in regional transportation planning and modeling, demographic forecasting, bike and pedestrian planning, GIS coordination, transit planning and data sharing.

The total estimated maximum budget relating to joint projects and the work program with the BMC over the next year is \$63,525, if the County fully participates in all the projects outlined in the work program.

The BMC will financially support the County’s involvement up to \$50,820 which is 80% of the total. The County will provide our 20% match of \$12,705 through staff time and participation. If the County does not participate fully in all aspects of the work program, the actual amounts will be less but will still be at a rate of 80% BMC funding and 20% County match.

Patrick Thompson, Esquire, County Attorney, has reviewed and approved the agreement and did not recommend any changes.

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve and sign the Unified Planning Work Program Agreement with the Baltimore Metropolitan Council for FY2021. 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	

HOUSE BILL 56 – ENROLLED BILL – EMERGENCY LEGISLATION:

Mr. Cohoon presented to the Board for their review, House Bill 56 - Enrolled Bill - Emergency Legislation, Chesapeake Bay Bridge - Reconstruction Advisory Group & Transportation Facilities Project.

The Board reviewed the final enrolled version of House Bill 56. The Bill establishes the Chesapeake Bay Bridge Reconstruction Advisory Group in law. The text of the Bill also establishes the number of members and the governing body that appoints them as a member.

Membership of the Advisory Group is made up of:

- The Secretary of Transportation, or designee;
- The State Highway Administrator, or designee;
- The Executive Director of the Authority, or designee;
- Two citizen members appointed by the Anne Arundel County Council;
- Two citizen members appointed by the County Commissioners of Queen Anne’s County; and
- Six members appointed by the Governor:
 - Three citizen members who live in Anne Arundel County and are familiar with issues faced by commuters who cross the Chesapeake Bay Bridge; and
 - Three citizen members who live in Queen Anne’s County and are familiar with issues faced by commuters who cross the Chesapeake Bay Bridge.

All appointments for the Governor are handled by the Appointments Office. Citizens interested in being appointed to a State Board need to submit an application and be vetted by the Appointments Office. The current status of applications and appointments as well as the necessary coordination related to the County appointments were discussed.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to appoint Commissioners S. Wilson and Moran as members. As part of the motion, a discussion was held between Commissioners Corchiarino and J. Wilson on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	

S Wilson	x	
Dumenil	x	
Corchiarino	x	

KENT ISLAND BRANCH LIBRARY:

Mr. Edgar presented to the Board for their review and approval, Kent Island Branch Library - Expansion & Renovation Contract Award.

Sealed bids were received and opened publicly on Friday, May 15, 2020, for the Kent Island Library Expansion & Renovation construction contract. The contract consists of demolition, site development, and construction of a new addition & renovations to the Kent Island Branch of the Queen Anne’s County Free Library. The existing facility was originally constructed in 1988 and is in need of significant upgrades to provide citizens with the services expected of today’s modern libraries. In addition to the replacement of mechanical, electrical and plumbing systems which are original to the building, the inclusion of Bid Alternates would improve the existing building envelope with new roof and windows, all of which are approaching the end of their serviceable life. With the inclusion of study rooms, the completed library would increase from 9,350 square feet existing to 20,256 square feet proposed. Matching State grant funds of up to \$3,600,000 are available from the Maryland County Public Library Capital Projects Grants Program.

Bids were solicited in accordance with the County Procurement Policy. Twelve (12) bids were received, publicly opened and read as follows:

Vendor	Location	Base Bid
Plano-Coudon, LLC	Baltimore, MD	\$6,698,000
Towson Mechanical, Inc	Parksville, MD	\$6,698,000
Patriot Construction, LLC	Dunkirk, MD	\$6,707,718
The Mullan Contracting Co.	Lutherville, MD	\$6,777,908
Willow Construction, LLC	Easton, MD	\$6,830,000
Delmarva Veteran Builders, LLC	Salisbury, MD	\$6,940,000
BuilderGuru Contracting, Inc.	Millersville, MD	\$7,302,552
Bancroft Construction, Co.	Wilmington, DE	\$7,448,000
Henry H. Lewis Contractors, LLC	Owings Mills, MD	\$7,495,000
J. A. Sheibel, Inc.	Huntingtown, MD	\$7,629,000
Wickersham Construction & Engineering, Inc.	Lancaster, PA	\$7,653,400
Mackenzie Contracting Co., LLC	Lutherville, MD	\$8,100,000
HESS Construction + Engineering Services, Inc.	Gaithersburg, MD	\$8,260,000
KRM Construction Company, LLC	Chestertown, MD	\$8,818,332

As defined by the Bid Documents, Plano-Coudon, LLC (P-C) and Towson Mechanical, Inc. (TMI) have tied for having the lowest responsive and responsible bid.

Through consultation with the County Attorney, there exist three (3) practical options for the handling of this unique circumstance, each with potential implications as follows:

1) Award to one or the other of the tied Bidders on the basis of references or Base Bid with Add Alternates*

The potential benefit of this approach derives from TMI having bid a total of \$419,000 and P-C \$557,000 for inclusion of the four Add-Alternates, a difference of \$69,000 (County-share). Proceeding to award to TMI on this basis, would be extremely risky and potentially invite a Bid Protest from one or more Bidders - at best, delaying the project and, at worst, emerging eventually from the delay with higher direct and/or indirect cost. The County Attorney advises against this option.

2) Award on the basis of drawing lots between the two tied Bidders

In this approach, the tie is resolved by the tied lowest responsive and responsible Bidders, P-C and TMI, publicly drawing lots, thereby affording each an equal, chance opportunity to be awarded the contract. Arguably, this is the most fair, quick and reasonable solution. The County Attorney is amenable to this approach.

3) Reject all Bids and Re-advertise

By some measures this may be considered the most cautious approach; however, it would result in a delay of at least six weeks, additional bid administration fees by the Architect and unknown change to Bid prices. With this option is increased risk of reduced competition and irresponsible bidding. The County Attorney is amenable to this approach.

*In addition to several value engineering methods applied to the design, the Bid Documents employed six (6) practical bid Alternates in an effort to ensure that the most basic, core-critical work - designated as the 'Base Bid' - would come within the local-share budget originally contemplated by the County Commissioners. Though some Alternates such as roof and window replacement could potentially be deferred to a future date, they are all critical to the Library's infrastructure needs. Where any Add-Alternate to proceed independently at a future date, due to the lack of the 50% grant matching funds it is anticipated the ultimate cost to the County would be two-fold or greater.

In addition to the local share, there is \$3.6 million in State Grant monies and an anticipated \$250,000+ in Library Fundraising in the approved FY2018-21 Capital Project #400877 Kent Island Expansion budget. Based on the above, staff recommends Award be made on the basis of drawing lots and the Maryland State Library receive a letter certifying the minimum local match of \$2,500,000 is budgeted for FY2021.

On a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to award the Kent Island Library Expansion & Renovation construction contract to Plano-Coudon, LLC of Baltimore, Maryland in the amount of \$7,255,000 or Towson Mechanical, Inc. of Parksville, Maryland in the amount of \$7,117,000, whichever having being the successful in drawing lots, 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, Dumenil and J. Wilson 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 Corchiarino, the Board unanimously agreed that the Letter of Certification necessary to secure construction funding through the Maryland County Public Library Capital Grants Program in Fiscal Year 2021 for the expansion and renovation of the Kent Island Branch Library be signed and provided the Maryland State Library.

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

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

CLASS OF 2020 PROCLAMATION:

Commissioner Dumenil read the following:

WHEREAS, the Queen Anne’s County Commissioners recognize the Kent Island High School Class of 2020 for their commitment and perseverance; and

WHEREAS, the Class of 2020 was born into a country changed by the terrorist attack of 9-11 and finished their High School year with the challenges of a global pandemic; and

WHEREAS, the Class of 2020 traded cap and gown for mask and sanitizer, while demonstrating great maturity and dedication in finishing their courses outside of their classrooms; and

WHEREAS, the County Commissioners have admiration for the Class of 2020's unbreakable spirit, strength, and determination to succeed during trying times and adversity; and

WHEREAS, the Class of 2020 has proven themselves to be role models for the classes that follow and truly represent the best of what rural America can produce; and

WHEREAS, the County Commissioners take great pride in knowing that each graduate is not only an outstanding citizen of Queen Anne's County, but also an ambassador for the achievements of our County's educational system;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, do hereby congratulate each graduate of Kent Island High School Class of 2020 for their achievements and wish each graduate continued success.



Commissioner J. Wilson read the following:

WHEREAS, the Queen Anne's County Commissioners recognize the Queen Anne's County High School Class of 2020 for their commitment and perseverance; and

WHEREAS, the Class of 2020 was born into a country changed by the terrorist attack of 9-11 and finished their High School year with the challenges of a global pandemic; and

WHEREAS, the Class of 2020 traded cap and gown for mask and sanitizer, while demonstrating great maturity and dedication in finishing their courses outside of their classrooms; and

WHEREAS, the County Commissioners have admiration for the Class of 2020's unbreakable spirit, strength, and determination to succeed during trying times and adversity; and

WHEREAS, the Class of 2020 has proven themselves to be role models for the classes that follow and truly represent the best of what rural America can produce; and

WHEREAS, the County Commissioners take great pride in knowing that each graduate is not only an outstanding citizen of Queen Anne’s County, but also an ambassador for the achievements of our County’s educational system;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, do hereby congratulate each graduate of Queen Anne’s County High School Class of 2020 for their achievements and wish each graduate continued success.



CHARACTER COUNTS!:

Commissioner Corchiarino read the following:

Pillar of the Month for June
“Fairness”

WHEREAS, Queen Anne’s County was declared a “Character Counts! Community”; and

WHEREAS, all citizens have been called upon to embrace the “Six Pillars of Character” and incorporate them into the daily activities and to model these traits of good character; and

WHEREAS, the Character Counts! Pillar of the Month for June is “Fairness”; and

WHEREAS, Fairness is defined as being free from favoritism, self-interest or prejudice; and

WHEREAS, all people have the right to be treated the same; and

WHEREAS, all people have the right to equal opportunity for employment; and

WHEREAS, all people have the right to choose where they wish to live and feeling safe in their community; and

WHEREAS, all people will be fair, remain open-minded and reasonable, free from ridicule and harm; and

WHEREAS, “We Serve” is our Mission at Lions Clubs International where individuals join together and give of their time and effort into putting the needs of their communities and the world first, always reaching out to help those less fortunate;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, do hereby designate the Character Counts! Pillar of the Month for June to be “Fairness”.

Provided by Kent Island Lions Club

EDWARDS PHARMACY

On a motion made by Commissioner J. Wilson, seconded by Commissioner S Wilson, the Board unanimously agreed to sign the thank you letter to Edwards Pharmacy for their assistance in obtaining PPE during the pandemic.

We want to recognize Edward’s Pharmacy for their commitment to Queen Anne’s County during the past several months in obtaining scarce personal protective equipment (PPE) for employees. Edward’s Pharmacy employees worked tirelessly to help find masks and thermometers when none were otherwise available. Edward’s Pharmacy donated a supply of masks to the County to ensure County employees had masks while at work. Now, they continue to be a ready and reliable resource for PPE.

Specifically, Rick Leonard and Mandy Leager have been invaluable in assisting the County. We want to extend our gratitude and appreciation to Edward’s Pharmacy for their dedication to Queen Anne’s County as a local, community pharmacy.

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

DUDLEY’S CHAPEL TRUSTEE SUPPORT LETTER:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to sign the letter of support for the Dudley’s Chapel Trustee to obtain matching grant funds to replace the church’s roof.

We, the County Commissioners of Queen Anne’s County, hereby support the Dudley’s Chapel Trustees in their request for a matching grant to install a new roof for the Church.

The old roof was placed in 1998, as the Trustees had the roof structure stabilized and renovated the exterior. The church roof has seen much wear in the past 22 years and repair has been needed several times.

This grant money will allow the Dudley’s Chapel Trustees to install a new roof that will help to preserve the interior and struct of the church. The County Commissioners support the Dudley’s Chapel Trustees in keeping the historical church operational for visitors to enjoy for many years. We consider Dudley’s Chapel an important piece of history as its beginnings of 1783 coincides with the building a new nation and the Declaration of Independence of 1776.

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

COOPERATIVE AGREEMENT WITH MDA:

Ms. Julianne A. Oberg, Deputy Secretary, Maryland Department of Agriculture, submitted to the Board for their review and approval, Cooperative Agreement for the control and eradication of noxious and certain invasive weeds.

The Board reviewed a 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, 2020 through June 30, 2021.

On a motion made by Commissioner Corchiarino, seconded by Commissioner J. Wilson, the Board unanimously agreed to sign the Cooperative Agreement with the Maryland Department of Agriculture that provides for cooperation in control and eradication of noxious and certain invasive weeds for the period of July 1, 2020 through June 30, 2021.

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

HOUSING BOND ALLOCATION TRANSFER 2020:

Mr. Mike Clark, Chief of the Division of Housing & Community Services, submitted to the Board for their review and approval, Housing Bond Allocation Transfer 2020.

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 Dumenil, seconded by Commissioner J. Wilson, the Board unanimously agreed 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	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

CARES ACT FUNDS FOR BROADBAND: #8

County Staff and Broadband Advisory Committee (BAC) submitted to the Board for their review and approval, CARES Act Funds for Broadband.

The Broadband Advisory Committee was informed that the Commissioners approved \$700k of CARES Act funds to be spent on broadband. Of the \$700K, \$160K was proposed to go towards the placement of hotspots near schools, libraries and parks working with Atlantic Broadband. Several projects were submitted by vendors for expansion of broadband at varying costs. Based on cost, location, need, and strategy this was narrowed down to two areas that were reviewed on 5/21 by the Broadband Committee. The Committee voted unanimously to focus on the Sudlersville area where the project will cost - \$500K to pass 37 homes and was proposed by a company from Kent County called ThinkBig. The CARES Act funding must be spent by December 30 so the broadband would have to be constructed by these homes in that timeframe.

As mentioned by counsel Patrick Thompson, while the entire State of Maryland is an emergency area as proclaimed by the Governor, the Commissioners can waive normal procurement procedures. Due to the limited timeframe, difficulty in getting materials (fiber optics are coming from Wuhan China so there is a delay of 8 - 11 weeks), and getting past all obstacles with construction permits, road crossings, environmental concerns, make ready on poles and locates coupled with this happening during a pandemic this project is being requested to proceed outside of the scope of these procedures.

On a motion made by Commissioner J. Wilson , seconded by Commissioner Corchiarino, the Board unanimously agreed to approve the use of CARES Act funds for placement of hotspots near schools, libraries and parks in working with Atlantic Broadband and I approve the waiving of procurement policies in order to proceed with the construction of broadband in the Sudlersville area with ThinkBig and add a Hot Spot at the 4-H Park. As part of the motion, Commissioners Corchiarino, 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	

CARES ACT CARDIAC MONITOR: #9

Mr. Scott A. Haas, Department of Emergency Services Director, submitted to the Board for their review and approval, CARES Act Cardiac Monitor.

The Department of Emergency Services in conjunction with the Queen Anne’s County Health Department requested approval to purchase two (2) Zoll X-Series Cardiac Monitors through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The monitors will be utilized on the CARES Act Mobile Testing Ambulances approved by Board of County Commissioners on May 12, 2020. At the end of the National State of Emergency, the cardiac monitors will be merged into DES inventory and placed on our frontline EMS units.

For continuity of operations with the existing cardiac monitors, the Department of Emergency Services requested to purchase the Zoll X-Series Cardiac Monitors under the State of Maryland Contract (BPO 001B8400051) at a cost of \$33,856.15 each. Total CARES Act funding utilized will be \$67,712.30.

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to piggyback off the State of Maryland Contract and authorize the Director of the Department of Emergency Services to purchase two Zoll X-Series Cardiac Monitors totaling \$67,712.30 through the CARES Act. 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	

RELEASE OF EASEMENT – GIBSON’S GRANT SUBDIVISION:

Ms. Amy G. Moredock, Principal Planner, submitted to the Board for their review and approval, Release of Easement – Gibson’s Grant Subdivision.

In the Fall of 2019, Vivian Swinson, Jeff Morgan, and Tracy Schulz (Kent Island Assistant Fire Chief) conducted a site inspection at the Gibson’s Grant Subdivision in order to assess the safety of ingress and egress of roads and alleyways in the subdivision, as well as a platted fire truck tracking pad dedicated via easement on Lot 276.

Having witnessed Assistant Fire Chief Schulz maneuver a fire truck in the subdivision, Fire Marshal Morgan determined that there is no need to retain the easement for a fire truck tracking pad on Lot 276. Not only has an electrical box been placed within that platted easement area on Lot 276, but also easement located across Lawrence Alley on Lot 75 is far more practical for emergency vehicle ease of circulation (as recorded in the Land Records as 5M2459/46-50). Therefore, Mr. Morgan has no objection to the dissolution of fire truck tracking pad easement on Lot 276 and the affiliated Declaration (as recorded in the Land Records as SM2310/72-75).

As a result, J. Donald Braden has coordinated with Planning and Zoning staff as well as the planning attorney to draft the Release of Easement Declaration and Plat. He submitted those documents to the County Commissioners Office on May 22, 2020 and requested that the Commissioners approve and execute the agreement.

County Commissioner Action

Over time, the nature of the fire truck tracking pad easement has changed in Lawrence Alley in the Gibson’s Grant Subdivision resulting in an acceptable easement relocation from Lot 276 to Lot 75. Because the easement for the fire truck pad on Lot 276 was held by the County, it is the County Commissioners who must execute the release of that easement agreement. This matter has been vetted by the Kent Island Assistant Fire Chief, the County Fire Marshal, the County Zoning Administrator, the County Principal Planner, and the Planning Attorney; therefore, staff requested the Commissioners execute the Release of Covenants and Easement - Gibson’s Grant Lot 276.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Moran, the Board unanimously agreed to Dissolve the Declaration of Covenants and Easement – Gibson’s Grant Lot 276 recorded in the Land Records in 2014 by Executing the Release of Covenants and Easement – Gibson’s Grant Lot 276 as submitted by J. Donald Braden and approved by The Planning attorney and staff. Safety of Emergency vehicle circulation has been documented in the vicinity, and a fire truck easement pad is better – situated on Lawrence Alley on Lot 75.

Commissioners	Yes	No
Moran	x	

J Wilson	X	
S Wilson	X	
Dumenil	X	
Corchiarino	X	

BUDGET AMENDMENT CC-33:

On a motion made by Commissioner Corchiarino, seconded by Commissioner Moran, the Board unanimously agreed to approve Budget Amendment CC-33. As part of the motion, Commissioners Moran and J. Wilson made comments on this topic.

#	CC-33							Date	6/1/2020
Entered By _____		QUEEN ANNE'S COUNTY							
		REQUEST FOR BUDGET AMENDMENT							
		FY2020							
								Increase	
								(Decrease)	
Description of expenditure/revenue accounts to								Amount	
				Fund	Account Code				
Increase	Small Business Revolving Loans	Pr Year Fund Balance		717	717000	39920			\$ 90,000
Decrease	Small Business Revolving Loans	Loan to Outside Entities		717	717000	8312			\$ (150,000)
Increase	Small Business Revolving Loans	Transfer Out		717	717000	8990			\$ 240,000
Total increase in expenditures									\$ 90,000
Increase	Grants Fund - Econ Dev Training	Transfer In		500	519016	39910			\$ 240,000
Increase	Grants Fund - Econ Dev Training	Other Charges - training		500	519016	8995			\$ 240,000
Justification:									
Due to the COVID-19 pandemic, Queen Anne's County Department of Economic Development is requesting authority to use existing funds									
from the Housing Revolving loan fund. There is approximately \$240,000 available in the revolving loan fund and the balance has not been									
used in many years. This budget amendment establishes authority to transfer the funds from the revolving loan fund to the Grants fund									
and to spend the funds. The \$240,000 will be used by offering grants to small businesses that have been affected by COVID-19. These									
grants will help fund the costs of training new employees. There is an existing budget of \$150,000 in the revolving loan fund.									
The first section of this amendment increases that budget to \$240,000 and also reclassifies the expense from loans to transfer out.									
No County funds are requested.									

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

BUDGET AMENDMENT CC-34:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment CC-34. As part of the motion, Commissioner S. Wilson made comments on this topic.

#	CC-34							Date	6/1/2020
Entered By _____		QUEEN ANNE'S COUNTY							
		REQUEST FOR BUDGET AMENDMENT							
		FY2020							
Description of expenditure/revenue accounts to								Increase	
								(Decrease)	
								Amount	
				Fund	Account Code				
Increase	Grants Fund - Econ Dev CARES Part B	CARES Federal grant revenue		500	519015	32219			\$ 2,500,000
Increase	Grants Fund - Econ Dev CARES Part B	Other Charges - business grants		500	519015	8995			\$ 2,500,000
Justification:									
This amendment establishes authority for the Department of Economic Development to utilize \$2,500,000 of the Federal CARES Part B									
grant by providing grants to small businesses. The total Part B funding was approximately \$4.4 million and Queen Anne's County									
received that on May 21, 2020. Of that amount, Economic Development is requesting to use \$2.5 million for the small business grants									
in order to assist County businesses during the COVID-19 pandemic with the ultimate goal of RE-Open, RE-Employ and REmain in QAC.									
This amount matches what was submitted as part of the Queen Anne's County Small Business Assistance Plan, dated 5/15/20.									
No County funds are requested.									

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

QAC RESIDENTIAL SPRINKLER REQUIREMENT:

Mr. Jeffrey C. Morgan, Fire Marshal, Department of Emergency Services Assistant, submitted to the Board for their review and approval, Queen Anne's County Residential Sprinkler Requirement for any additions, alterations or repairs to a single-family dwelling.

In 2015, the State of Maryland enacted legislation that mandated fire sprinkler systems in all new one- and two-family dwellings. The Fire Marshal for Queen Anne's County, Robert Needy, in Conjunction with the Queen Anne's County Chief Building Inspector, Mike Savage, using the International Building Code came up with a definition for a major renovation of a

single-family dwelling. The definition of a major renovation was any additions, alterations or repairs to a single-family dwelling which is equal to or greater than 50% of the original square footage of the dwelling. Using this definition, the Fire Marshal placed a policy in effect, dated January 1, 2015, for Queen Anne's County that required the following: "Any additions, alterations or repairs to a single-family dwelling which is equal to or greater than 50% of the original square footage of the dwelling SHALL require a residential sprinkler system to be installed in the improved addition, alteration or repaired area." After January 1, 2015 all single-family dwelling permits that were close to the 50% square footage requirement were submitted to the Fire Marshal's Office for review for the residential fire sprinkler requirement by the Permits Office. The major reason for this requirement was the fact that builders were completely gutting a dwelling or leaving a few exterior walls in place and stating that this was a renovation to avoid the state mandated fire sprinkler requirement. Queen Anne's County is not the only jurisdiction in the State of Maryland that requires fire sprinklers triggered by the 50% square footage requirement. The closest jurisdiction with this requirement is Anne Arundel County.

The Maryland State Fire Marshal's Office has no written policy when it comes to residential sprinkler requirements for any additions, alterations or repairs to a single-family dwelling. It is on a case by case basis as determined when the reviewing officer of the Maryland State Fire Marshal's Office submits to their office by the jurisdiction involved.

The following is the recommendation by the Queen Anne's County Fire Marshal's Office in order of preference:

- 1.) that the current requirement of 50% or greater remain for the safety of not only the citizens of Queen Anne's County but also all public safety personnel, OR;
- 2.) Any additions, alterations or repairs to a single-family dwelling which is equal to or greater than 75% of the original square footage of the dwelling shall be considered NEW and SHALL require a residential sprinkler system installed throughout the ENTIRE dwelling.

According to the U.S. Fire Administration from January 1, 2019 to December 31, 2019 there were 2,139 civilian home fire fatalities reported throughout the United States. From January 1, 2020 to February there have been 420 civilian home fire fatalities reported throughout the United States, although there were no fire fatalities in Queen Anne's County in the 2018 calendar year, Queen Anne's County has averaged 1 fire fatality for the last five years, calendar years 2014-2018. All five fire fatalities were in residential properties, four deaths were in residential dwellings and one death was in a travel trailer being utilized as a temporary residence. The 2019 fire fatality report from the Maryland State Fire Marshal's Office has not been released yet.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, Commissioner Dumenil opposed, the Board agreed that any renovation of a residential home is not required to have a sprinkler system. As part of the motion, Commissioners S. Wilson J. Wilson, Moran and Dumenil made comments on this topic.

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

SHORE HEALTH UPDATE:

Mr. Kenneth Kozel, University of Maryland Shore Regional Health CEO, presented to the Board for their review and approval, Shore Health Update.

1. COVID-19 UPDATE
2. UM Shore Emergency Department at Queenstown Trends for February through May 2020
3. ED Observation Beds Pilot Update
 - a. To address volumes and acuity, as well as the need to avoid unnecessary transfers and hospital admissions, we have implemented our pilot to designate one to two observation beds at the QA Emergency Department and we began the pilot study in early spring - just as the COVID 19 pandemic struck.
 - b. Since the pilot has been disrupted by the COVID 19 response, we will extend the pilot period and continue to assess. We will report on the status at a future update meeting.
4. Urgent Care Business Development Planning Underway
 - a. On March 1, University of Maryland Medical System became the sole owner of Choice One Urgent Care. This represents the necessary next step in our business development plans for an urgent care center in Queen Anne’s County.
 - b. We held discussions with Heather Tinelli, Queen Anne’s County Economic Development Director, to learn more about population growth and planning in the county, toward a better understanding of key locations.
 - c. Since that meeting with Heather Tinelli, we have begun further evaluations of possible sites in Queen Anne’s County, along with discussions of encumbering the strategic capital to make such a center feasible and evaluating the impact of COVID 19 on these discussions. Work continues on this project on a steady pace and I will keep you informed.
5. Thankyou
 - a. We want to thank you as well for Heather Tinelli’s continuing support to our strategic planning efforts. Heather recently joined the other four regional economic development directors in a panel discussion on regional trends for our Board Strategic Planning Committee. Thank you, and thanks to Heather.
6. Chestertown and Regional Medical Center Updates

RESOLUTION 20-12 – CDBG COVID FUNDING – HEARING:

A Public Hearing was held at 6:15 p.m. to review The Maryland Community Development Block Grant (CDBG) Program, a federally funded program designed to assist governments with activities directed toward neighborhood and house revitalization, economic development, and improved community facilities and services. The grant is administered by the Department of Housing and Community Development.

The Maryland CDBG Program reflects the State's economic and community development priorities and provides public funds for activities, which meet one of the following national objectives, in accordance with the federal Housing Community Development Act of 1974, as amended, that:

1. Benefit low and moderate income persons and households;
2. Aid in the prevention or elimination of slums or blight;
3. Meet other community development needs of an urgent nature, or that are an immediate threat to community health and welfare.

Below is the information for Citizens about the CDBG funding available through the Department of Housing and Community Development

- The amount of CDBG funds available to the State of Maryland through the CARES Act is \$4,691,887;
- The range of activities that may be undertaken with CDBG funds; and Activities assisted under the State CDBG program may include the following as defined more specifically in Section 105(a) of Title I of the Housing and Community Development Act of 1974 ("HCD Act of 1974"), 42 U.S.C. § 5305(a), as amended.

The State chooses to limit the uses of funds to certain activities. The eligible activities can be implemented immediately and are not subject to lengthy environmental review processes or permitting. All activities are considered to be public services by HUD. Applicants must be able to demonstrate that they are addressing needs resulting from the coronavirus crisis.

Eligible uses and examples of projects/activities are:

- Senior Services
 - Hiring of new staff for case management for isolated/quarantined seniors
 - Hiring new staff and/or purchasing food for delivery programs
 - Medical Services

Queen Anne's County is applying for funding through a Community Development Block Grant (CDBG) in the amount of \$150,254 for Queen Anne's County Rental Assistance for \$140,054 and Emergency Shelter for \$10,200.

Queen Anne's County Division of Housing and Community Services, will implement an emergency rental assistance program for the households who are 51%-80% of the Area Median Income and provide an urgent need to provide emergency sheltering at a motel/hotel for

individuals who need to self-quarantine from family or other roommates due to a COVID-19 diagnosis.

In addition to Resolution 20-12, Maryland Department of Housing and Community Development (DHCD) requires the following forms to be completed and signed in order to release funds for the Community Development Block Grant (CDBG) for Queen Anne’s County: Certification of Exempt Activity, Certification of Categorical Exclusion, and Request for Release of Funds and Certification. These projects are grant funded and requires no additional funds from the County general fund.

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to authorize the application for the Community Development Block Grant (CDBG) for Round I of the COVID Funding by signing Resolution 20-12.

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 sign the Certification of Exempt Activity, the Certification of Categorical Exclusion and the Request for Release of Funds and Certification as described and recommended by the Department of Community Services - Housing Division.

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

BROADBAND FEASIBILITY STUDY PRESENTATION:

Ms. Megan DelGaudio, IT Manager/GIS Specialist II and Mr. Ziggy Rivkin-Fish, Project Consultant presented to the Board for their review, Broadband Feasibility Study Presentation – CTC Technology and Energy.

The Broadband Advisory Committee put out a REP for a Broadband Feasibility Study last fall. The Board reviewed a presentation that provides a brief summary of the findings and recommendations. The Committee is very pleased with the result. This plan will serve as a guide

for advising the Commissioners on grant and other funding opportunities, partnerships and strategies for moving broadband forward.

ADOPTION OF THE FY2021 OPERATING AND CAPITAL BUDGETS:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt the FY2021 Operating and Capital Budgets.

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

LEGISLATIVE SESSION:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran with Commissioner S. Wilson abstaining the Board agreed to adopted county ordinance 20-02. As part of the motion, Commissioner S. Wilson made comments on this topic.

COUNTY ORDINANCE NO. 20-02

A BILL ENTITLED

AN ACT CONCERNING Establishment of the Queen Anne’s County Farmland Preservation Fund;

FOR THE PURPOSE of safeguarding the vital industry of agriculture in Queen Anne’s County; preserving more County farmland through enhanced participation in the programs of the Maryland Agricultural Land Preservation Foundation (MALPF); and permanently allocating certain tax revenues to a new Farmland Preservation Fund;

BY ADOPTING a new Section 5-32 to Article IX of Chapter 5 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 a new Section 5-32 of Article IX of Chapter 5 of the Code of Public Local Laws be and is hereby **ADOPTED** to read as follows:

§5-32. Queen Anne’s County Farmland Preservation Fund.

A. The County shall maintain a Farmland Preservation Fund for the purpose of providing additional funds to enhance County participation in the programs of the Maryland Agricultural Land Preservation Foundation. The funds comprising the Farmland Preservation Fund shall not be allocated to the County general fund or used for any purpose other than farmland preservation.

B. All operating personal property tax revenue received by the County pursuant to Section 5-31 of this Article shall be paid into the Farmland Preservation Fund, however, at such time as the Farmland Preservation Fund shall reach a balance of One Million Dollars, such revenue shall be paid into the general funds of the County, it being the intent that the Farmland Preservation Fund be funded and replenished to a maximum balance of One Million Dollars.

C. The MALPF local program administrator for Queen Anne’s County is delegated the authority to expend funds from the Farmland Preservation Fund for participation in the MALPF matching funds program, subject to the direction and approval of the County Commissioners. The County Finance Director shall, at the time of submission of the comprehensive annual financial report, include information detailing the status of the Farmland Preservation Fund.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its enactment.

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

Commissioner J. Wilson introduced County Ordinance 20-09:

A BILL ENTITLED

AN ACT CONCERNING Carry Over of Vacation Leave;

FOR THE PURPOSE of revising the amount of vacation leave that may be carried over from calendar year to calendar year from 520 to 600 hours;

BY AMENDING Section 27-91 of the Code of 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 27-91 of the Code of Public Local Laws of Queen Anne's County be and is hereby AMENDED to read as follows:

§ 27-91 Forms of leave.

A. Vacation leave. In recognition of the fact that periods of time away from the workplace enhance long-term job performance, the County shall provide a paid vacation leave benefit to employees. Vacation leave may also be used for certain qualifying events or absences, but is primarily intended to provide employees with paid, nonduty time within which to pursue employee-selected recreational activities.

(1) Full-time employees serving a probationary period following initial appointment shall not be permitted to take vacation leave during the first six months of the probationary period unless the denial of such leave will create an undue hardship and upon application to and approval by the Director of Human Resources.

(2) Each full-time employee shall earn vacation leave on a monthly basis in accordance with the following schedule of total service:

(a) Fewer than five years: 96 hours per year. While employees shall accrue leave in accordance with this schedule from date of hire, they shall not be entitled to take any vacation leave during the first six months of employment. This leave accrual will not be shown on the employee pay stub/voucher until after the completion of the first six months of the probationary period. Should the employee separate employment prior to completion of the six months, this leave accrual is not payable to the employee.

(b) Five years but fewer than 10 years: 120 hours per year.

(c) Ten years but fewer than 20 years: 160 hours per year.

(d) Twenty or more years: 200 hours per year.

(3) No more than ~~520~~ 600 hours of vacation leave may be carried forward from calendar year to calendar year by any member of the classified or professional and executive services. At the end of each calendar year, employees shall forfeit all vacation leave in excess of ~~520~~ 600 hours of such leave.

(4) Vacation leave shall only be taken with the prior, written approval of the employee's appointing authority.

(5) An employee who is separated shall be paid for vacation leave accumulated to the date of separation, not to exceed a maximum of ~~520~~ 600 hours. Any advanced vacation leave owed the County shall be deducted from the employee's final compensation.

(6) The estate of an employee who dies while employed by the County shall be entitled to payment for all of the accumulated vacation leave credited to the employee's account.

(7) No employee shall take more than two consecutive weeks of his or her vacation at any one time except by approval of his or her appointing authority.

(8) Employees whose employment begins between the first and 15th of the month receive the full accrual for the month. However if the employment begins after the 15th of the month, the accrual begins the following month. Likewise for employees who separate employment; to receive the full accrual, the separation date must be past the 15th of the month to receive the accrual for that month.

SECTION II

BE IT FURTHER ENACTED that this Ordinance shall take effect on the forty-sixth (46th) day following its enactment.

PRESS AND PUBLIC COMMENTS:

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

1. Jay Falstad
2. Katie Brady
3. Annalisa Givens

COMMISSIONER'S ROUNDTABLE:

Commissioner Corchiarino discussed the following:

Commented on the Sheriff's Department doing a great job community policing the area, working with the protestors to keep this peaceful

Commissioner Moran discussed the following:

Kudo's to the protestors keep thing peaceful and constructive

Welcome anyone to contact the Commissioner with ideas for improvement

There being no further business, they adjourned at 7:55 p.m. to meet again on Tuesday, June 23, 2020.

EXECUTIVE ASSISTANT

PRESIDENT