

August 8, 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 (Absent)
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 5:35 p.m. Those in attendance were Ms. Beverly Churchill, Director Human Resources and Ms. Margie A. Houck, Executive Assistant to the Commissioners.

The Board discussed the County Administrator’s employment contract/agreement.

In open session, on a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously approved the County Administrator’s employment contract/agreement.

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

MEETING CALLED TO ORDER:

The meeting was called to order at 5:35 p.m.

August 8, 2023

MINUTES:

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the Agenda for the current meeting, the Regular and Closed Session Minutes of July 25, 2023

PRESS AND PUBLIC COMMENTS:

1. James Richardson – County Ordinance 23-04
2. Mark Door – FEMA National Flood Insurance Program

LEGISLATIVE:

The County Commissioners of Queen Anne’s County held a public hearing on County Ordinance No. 23-07 on Tuesday, August 8, 2023 at 5:35 p.m. in County Commissioners Meeting Room, The Liberty Building, 107 North Liberty Street, Centreville, Maryland. A BILL ENTITLED AN ACT concerning the repeal and readoption with amendments of the Local Public Laws of Queen Anne’s County, Chapter 14, CHESAPEAKE BAY CRITICAL AREA ACT, Official Chesapeake Bay Critical Area Overlay Map. FOR THE PURPOSE OF amending part of existing Map 57, Parcel 287, 351, and 352 (Nash Court) to redesignate 2.811 acres from Limited Development Area (LDA) to Intensely Developed Area (IDA). BY REPEALING AND READOPTING the Official Critical Area Overlay Map.

Jeff Thompson, Attorney, conduct the hearing on behalf of the County Commissioners and noted all legal requirements were met.

Ms. Stephanie Jones, Principal Planner, Department of Planning and Zoning gave an overview of the project.

Press and Public Comments:

1. Joe Stevens, Esquire, Representing the applicant
2. Linda Weimer – Opposed
3. Annie Richards – Opposed
4. Sandy Hoffer – Opposed
5. Jim Edwards – Opposed
6. Bob Zilly – Opposed
7. Kevin Shearon – In Favor
8. Heather Skipper – Opposed
9. Christine Carter - Opposed

August 8, 2023

AMENDMENT TO THE QUEEN ANNE'S COUNTY 2011 COMPREHENSIVE WATER AND SEWERAGE PLAN INFORMATIONAL MEETING:

Mr. Alan Quimby, Director of the Department of Public Works reviewed with the Board the following amendments to the Comprehensive Water and Sewerage Plan:

KN/S/G WASTEWATER TREATMENT PLANT RERATING – This text amendment reflects an increase in wastewater treatment capacity at the County’s sole wastewater treatment plant. The wastewater treatment plant, known specifically as the Kent Narrows/Stevensville/Grasonville treatment plant, has been tentatively approved by the Maryland Department of the Environment to expand its capacity by 10%, from 3.0 million gallons per day to 3.3 million gallons per day, via a rerating due to its superior performance with only minor improvements being necessary.

SEWER AND WATER ALLOCATION POLICY REVISION – This text amendment is to replace in total the current Allocation Policy, which resides as Appendix 1 within the Comprehensive Water and Sewerage Plan, to reflect the additional capacity gained by the above referenced treatment plant rerating.

CHESTER SEWER AND WATER MAPS - This ‘house-keeping’ map amendment reflects the adoption of the County’s 2022 Comprehensive Land Use Plan and its reduction in size of the Chester Growth Area. All properties residing within Tax Map 57 - all of parcel 39, and large portions of parcel 43 (Lot 1 and 2) and parcel 68 will be mapped from S-3/W-3 to S-6/W-6.

STEVENSVILLE SEWER AND WATER MAPS – This ‘house-keeping’ map amendment of the Bay City subdivision is to change the sewer and water service area designation from S-1/W-1 to S-6/W-6 for the following lots to reflect the then owners of the lots opting out of service due to severe environmental constraints when the subdivision was first served with sewer and water in 1994.

All properties reside on Tax Map 56:

Parcel 413 – Lot 32 – 502 Broad Creek Drive

Parcel 419 – Lot 12 – 501 Broad Creek Drive

Parcel 420 – Lot 8 – 605 Chesapeake Drive, Lot 9 – 603 Chesapeake Drive, Lot 10 – 209 Chenoweth Drive

Parcel 422 – Lot 4 – 519 Victoria Drive, Lot 5 – 517 Victoria Drive, Lot 6 – 515 Victoria Drive, Lot 26 – 518 Romancoke Road, Lot 27 – 600 Romancoke Road, Lot 28 – 602 Romancoke Road

Parcel 425 – Lot 26 – 415 Wallman Way

Parcel 426 – Lot 21 – 412 Wallman Way, Lot 22 – 414 Wallman Way, Lot 23 – 416 Wallman Way,

August 8, 2023

Lot 24 – 418 Wallman Way

KENT ISLAND ESTATES AND ROMANCOKE SEWER MAPS - This ‘house-keeping’ map amendment of the Kent Island Estate subdivision is to change the sewer service area designation from S-1 to S-6 for the following lots to reflect the then owners of the lots opting out of service due to severe environmental constraints when the subdivision was first served with sewer in 2016.

All properties reside on Tax Map 70:

Parcel 84 – Lots 2 and 4 – 0 Elm Road

Parcel 98 – Lot 8 – 0 Romancoke Road

Parcel 99 – Lots 22 & 23 – 0 North Lake Drive, Lots 50 & 51 – 0 North Lake Drive

Parcel 103 – Lot 1 – 0 Kent Road, Lot 2 – 0 Dorchester Road, Lot 14 – 0 Dorchester Road, Lot 15 – 0 Dorchester Road, Lot 16 – 0 Dorchester Road

Parcel 104 – Lots 66, 67, 71, 72, 73/74 – all of 0 Talbot Road

AMENDMENT NO. 1 TO COUNTY ORDINANCE NO. 23-04:

Commissioner Wilson introduced Amendment No. 1 to county Ordinance No. 23-04 An amendment to an act concerning Property Tax Credits for Certain Retired Veterans and their Surviving Spouses; FOR THE PURPOSE of clarifying the meaning of “disabled” in Section 5-10.6 of the Code of Public Local Laws of Queen Anne’s County; BY AMENDING pending County Ordinance No. 23-04.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to adopt Amendment No. 1 To County Ordinance No. 23-04.

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

COUNTY ORDINANCE NO. 23-04

A BILL ENTITLED AN ACT CONCERNING the Property Tax Credit for Certain

August 8, 2023

Retired Veterans and their Surviving Spouses; FOR THE PURPOSE of revising the current provisions on property tax credits for retired or disabled veterans and their surviving spouses; eliminating the five year duration of the tax credit; providing that the results of the annual audit conducted in connection with such tax credits shall be provided to the County Commissioners; and generally revising and updating the provisions regarding tax credits for dwellings of certain veterans and their surviving spouses.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt County Ordinance 23-04 .

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

PRESENTATION:

PRESENTATION FROM 4-H JAPANESE EXCHANGE:

The State 4-H program named 4-H Japanese Exchange has one of the short-term exchange youth here in Queen Anne's County being hosted by one of their Queen Anne's UME office educators, Tina Squibb. Ms. Maari Murakawa has a letter from the mayor of her town that she's been asked to give to the Commissioners. She also presented a booklet with information about her hometown.

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

CHARACTER COUNTS SPOTLIGHT – THE UNITED STATES NAVAL SEA CADET CORP & COMPASS REGIONAL HOSPICE:

Commissioner Dumenil read this month Character Counts Spotlight. The County Commissioners wanted to spotlight our local chapter of The United States Naval Sea Cadet Corp. Their mission is to provide young Americans skills, knowledge, and confidence through a variety of training opportunities. They also spotlight Compass Regional Hospice. Since 1985, Compass has been allowing patients to spend their final months the way they choose, guiding

August 8, 2023

loved ones after a life-limiting diagnosis, and showing individuals healthy ways to manage their grief. Compass promotes dignity and quality of life through respect, compassion, trust, and commitment.

CHURCH HILL ELEMENTARY SCHOOL PLAYGROUND REPLACEMENT

Mr. Steve Chandlee, Director of the Department of Parks and Recreation submitted to the Board for their review and approval the Church Hill Elementary School Playground Replacment. The Department of Parks and Recreation is recommending on behalf of the BOE to contract GameTime to replace the existing 2-5 year-old playground at Church Hill Elementary School for \$302,365.34. Parks and Recreation will be utilizing OMNIA Contract #2017001134. This playground was built in the 1990's and the cost of replacing the pieces would cost more than purchasing a new playground system. Funding shall come from BOE Playground Capital Project account.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to authorize the Department of Parks and Recreation to contract with Gametime to replace the existing 2-5-year-old playground at Church Hill Elementary School in the amount of \$302,365.34 utilizing the OMNIA Contract #2017001134. 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	absent	
Dumenil	x	
Corchiarino	x	

ROUND TOP PARK TENNIS COURT FENCE REFURBISHMENT:

Mr. Steve Chandlee, Director of the Department of Parks and Recreation submitted to the Board for their review and approval Round Top Park Tennis Court Fence Refurbishment. The Department of Parks and Recreation is recommending to contract ATC Corp. to replace the fencing on the tennis courts at Round Top Park for \$28,714. Parks and Recreation will be utilizing the National Cooperative Purchasing Alliance Contract #08-18. Funding shall come from Court Work Capital Project account.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Moran, the Board unanimously agreed to authorize the Department of Parks and Recreation to contract with

August 8, 2023

ATC Corp to replace the fencing on the tennis courts at Round Top Park in the amount of \$28,714, utilizing the National Cooperative Purchasing Alliance Contract #08-18.

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

RURAL LEGACY – AGREEMENT OF SALE AND PROJECT AGREEMENT – TOTTINGHAM FARMS LLC :

Ms. Donna Landis-Smith, Soil Conservation Aide submitted to the Board for their review and approval an agreement of sale and project for the Tottingham Farms LLC. This 51.05-acre property owned by Tottingham Farms LLC is ready to be submitted to the Maryland Department of Natural Resources for review and final approval. Total funding is being provided by the Rural Legacy grants program through Program Open Space, no County funds are being utilized. The Tottingham Farms LLC property is located within the Lands End Rural Legacy Area and will add to the 5,033 acres that are already preserved.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the Rural Legacy Agreement of sale and project agreement for the Tottingham Farms LLC property.

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

CULT CLASSIC LETTER OF SUPPORT FOR FUNDING:

Maryland Department of Housing and Community Development received an application from Cult Classic Brewing for financial assistance through the Neighborhood Business Works Program (NBW) to expand its event venue space at its current facility. DHCD has requested a letter of support from the commissioners as part of the loan application process. The total project cost is \$900,684 and their loan request is for \$630,000.

August 8, 2023

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to execute the letter of support for Cult Classic Brewing, LLC’s application for funding through DHCD’s Neighborhood Business Works program to support the expansion of their entertainment venue in Stevensville, MD. 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	absent	
Dumenil	x	
Corchiarino	x	

HAZARD MITIGATION GRANT PROGRAM – SUBAWARD AGREEMENT:

Mr. Scott Haas, DES Director submitted to the Board for their approval the Hazard Mitigation Grant Program Subaward Agreement. Hazard mitigation planning reduces loss of life and property by minimizing the impact of disasters. It begins with state, tribal, and local governments identifying natural disaster risks and vulnerabilities that are common in their area. To be compliant with the standards Queen Anne’s County must prepare and maintain a Multi-Hazard Mitigation Plan. Queen Anne’s County Department of Emergency Services sought funds for this project under the Hazard Mitigation Grant Program and has been awarded a total project cost of \$63,000, to reflect a 90%/10% cost share. A maximum of \$56,700 in federal grant funds, with the remaining non-federal funds to be reflected with an in-kind match. The use of this Federal Grant will allow the Queen Anne’s County Department of Emergency Services to secure a vendor for plan development.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to execute the Subaward Agreement relating to Hazard Mitigation Assistance under Hazard Mitigation Grant Program between the County Commissioners of Queen Anne’s County and the Maryland Department of Emergency Management . As part of the motion, Commissioners Dumenil and Wilson asked questions and/or made comments on this topic.

Commissioners	Yes	No

August 8, 2023

Moran	x	
J Wilson	x	
McLaughlin	absent	
Dumenil	x	
Corchiarino	x	

QUEEN ANNE’S COUNTY LIBRARY CERTIFICATION FOR STATE AID – FY2024:

Ms. Janet Salazar, Director, Queen Anne’s County Library submitted to the Board for their signature the Library Certification for FY24 State Aid. In order to be eligible for our State Share of the minimum cooperative local-state aid program, we must provide the required minimum contribution. The Maryland State Library Agency sends the required form for certifying that the local contribution matches the required minimum contribution of the cooperative local-state library aid program. The state share of \$210,000 was (over) matched by the County in the amount of \$2,598,152 (KI Library expansion).

On a motion made by Commissioner Dumenil, seconded by Commissioner Wilson, the Board unanimously agreed to approve and execute the FY2024 Certification for Cooperative Local-State Library Aid Programs for Queen Anne’s County Library.

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

BUDGET AMENDMENT #CC-6 – PARKS POS LAND ACQUISITION:

This amendment will establish additional budget authority in Project 44003, Parks POS Land Acquisition, from the DNR-POS Acquisition Grant for FY24. On June 5, 2023, the Department of Parks and Recreation received notification from the Maryland Department of Natural Resources that the FY24 Program Open Space local funding amount totaled \$660,534. According to the Land Preservation, Parks and Recreation Plan, 25% of the FY 2024 apportionment (\$165,134) may only be used for acquisition projects according to statute. The remaining \$495,400 is budgeted in Project 40913, Trail Development, pending the approval of budget amendment CC-7. NO NEW COUNTY FUNDS ARE REQUESTED.

August 8, 2023

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment #CC-6 – Parks POS Land Acquisition.

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

BUDGET AMENDMENT #CC-7 – TRAIL DEVELOPMENT:

This amendment will establish additional budget authority in Project 40913, Trail Development, from the DNR-POS Grant. Parks received the following amounts from DNR for each year as follows:

2023	\$460,800
2024	\$495,400
Total	\$956,200

This budget amendment recognizes both the 2023 and 2024 amounts. NO NEW COUNTY FUNDS ARE REQUESTED.

On a motion made by Commissioner Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to Budget Amendment #CC-7 – Trail Development. As part of the motion, Commissioners Dumenil and Moran asked questions and/or made comments on this topic.

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

August 8, 2023

BUDGET AMENDMENT #CC-8 - DISTRIBUTION OF FY 24 SALARY ENHANCEMENTS TO DEPARTMENTAL BUDGETS:

To move budget authority for employee COLA & average PFP from contingency in the General Fund to specific departments and for additional spending authority in non-general funds as required.

On a motion made by Commissioner Dumenil, seconded by Commissioner Moran, the Board unanimously agreed to approve Budget Amendment #CC-8 Allocate County Employee Cola and Pay for Performance.

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

BUDGET AMENDMENT #CC-9 – DEPARTMENT OF EMERGENCY SERVICES & ANIMAL CONTROL:

To establish budget authority in FY24 for a FY23 encumbrance. Emergency Services budgeted for and purchased three vehicles in FY23 (details below). However, these vehicles and/or modifications were not received and invoiced prior to 6/30/2023. Therefore, we encumbered the funds for these purchases in FY23 to use in FY24. An Animal Control truck was ordered on 11/15/2022 from Hertrich Fleet Services, the vehicle has not been received as of 7/20/2023. This vehicle will be outfitted with a Deerskin 6-unit slide to complete the package. An Admin vehicle was ordered on 11/16/2022 from Hertrich Fleet Services under order #8588, the vehicle has not been received as of 7/20/23. An EMS vehicle was ordered from SWAB wagon company on 10/18/2021, the remaining funds will be used for the vehicle for emergency equipment outfitting that has not been completed as of 7/20/2023.

On a motion made by Commissioner Moran, seconded by Commissioner Wilson, the Board unanimously agreed to approve Budget Amendment #CC-9 – Department of Emergency Services – Animal Control.

August 8, 2023

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

BUDGET AMENDMENT #CC-10 – AID TO AGENCIES:

This amendment establishes budget authority in the amount of \$42,000 to the Kent Narrows Development Foundation as part of the Aid to Agency payments. Funding will be used for landscaping and maintenance contracts from 7/1/23-6/30/24. In recent years, the allocation to the Foundation was included in the adopted budget. For the FY24 budget, the allocation was not included and should have been. This amendment authorizes the funding for FY24.

On a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to approve Budget Amendment #CC-10 – Aid to Agencies.

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

BUDGET AMENDMENT #CC-11 – AGING SENIOR CENTERS:

This amendment represents corrections to the current FY24 budget for the Aging Federal ARPA grants as well as additional ARPA funding received in the attached award letter. No additional County Funds Needed.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Wilson, the Board unanimously agreed to approve Budget Amendment #CC-11 – Aging Senior Centers.

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

August 8, 2023

BUDGET AMENDMENT #CC-12 – AGING ADMINISTRATION, STATE SENIOR CARE WAITLIST:

This amendment represents a new State grant for the Senior Care Program to address the needs of seniors who are currently on our waitlist for assistance. The total grant award for FY24 Senior Care Waitlist was \$553,012. Of this amount, \$55,301 will be used for Admin purposes and will be tracked separately. As a result of the Admin portion of this grant, the required County transfer is being decreased by \$55,301 as the grant will provide the funding. The remaining \$497,711 is budgeted in the Senior Care Waitlist code and authorizes a new part-time employee for this grant.

On a motion made by Commissioner Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment #CC-12 – Aging Administration, State Sr. Care Waitlist.

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

PRESS AND PUBLIC COMMENT:

None

COMMISSIONER’S ROUNDTABLE:

Commissioner Wilson discussed the following:
Talked about citizens comments

Commissioner Dumenil discussed the following:
Attended the 4-H Fair Opening Ceremony

Commissioner Corchiarino discussed the following:
Attended the 4-H Fair Opening Ceremony
Bridge Traffic

August 8, 2023

Commissioner Moran discussed the following:
Bridge Traffic and ramp closures

There being no further business, they adjourned at 7:35 p.m. to meet again on Tuesday, August 22, 2023.

EXECUTIVE ASSISTANT

PRESIDENT

August 8, 2023