

October 22, 2019

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

James J. Moran
Jack N. Wilson, Jr.
Stephen Wilson
Philip L. Dumenil
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 Wilson, at 5:00 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 5:30 p.m. Those in attendance were Mr. Todd Mohn, County Administrator; Ms. Margie Houck, Executive Assistant; and Ms. Beverly Churchill, Director of Human Resources.

The Board review the Sheriff's request to convert a part time Evidence Manager to a full-time Evidence Manager position. It was approved in open session.

The Board discussed the appointment of a new Economic & Tourism Development Director it was approved, subject to normal employment background screenings. It was approved in open session. An official announcement will be forthcoming.

MINUTES:

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve the Agenda for the current meeting and the Regular and Closed minutes of October 8, 2019.

PRESS AND PUBLIC COMMENTS:

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

1. Mary Margaret Goodwin

BAY BRIDGE UPDATE:

The Board gave an update to the public regarding the Bay Bridge Re-decking Project and surrounding issues.

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

2021 BUDGET CALENDAR & GUIDELINES:

Mr. Jonathan Seeman, Budget & Finance & IT Director, submits to the Board for their review and approval, 2021 Budget Calendar & Guidelines.

The Board reviewed the FY2021 Budget Calendar and Guidelines. The Guidelines are adopted by the Commissioners each budget year to establish the general outline and parameters for the upcoming budget cycle. The highlights of this year's Guidelines include:

- Budget growth will correspond to the growth in revenue estimates; current estimates are about a 3.5-4.0% increase over FY2020.
- Anticipated cost increases in fringe benefits, primarily in health benefits.
- Continued adherence to County policies regarding debt, fund balance, Rainy Day Fund.
- Budget requests will include the opportunity for Departments to submit well justified enhancements, including additional positions, services, etc.
- Enhancements may be identified by the Commissioners to achieve specified program goals such as reducing drug related emergency transports, improving health outcomes, or increasing participation in County programs.
- Capital budget guidelines spell out the general parameters for funding the capital budget primarily with bonds, paygo funds and capital fund balance.

The FY2021 Budget Schedule provides for the dates for submission of outside agency requests and the municipal tax differential. The County Administrator's budget is to be released on March 24, 2020, with Commissioner work sessions in April. The Commissioner's Proposed Budget is to be released on April 21, with public hearings in early May. Budget adoption is

scheduled for June 9.

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve the FY2021 Budget Calendar and Guidelines. As part of the motion, Commissioner S. Wilson made comments on this topic.

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

MACO - 2020 LEGISLATIVE COMMITTEE NOMINATIONS:

Ms. Natasha Mehu, Legislative Director, MACo, submitted to the Board for their review and approval, 2020 Legislative Committee Nominations — Member and Alternate.

The work of the Maryland Association of Counties (MACo) Legislative Committee is regarded as one of the organization’s most important and challenging functions. Local elected officials serve as members on this body to set legislative direction, advocate, and communicate on behalf of MACo before the Administration and the General Assembly.

MACo’s Legislative Committee meets weekly during the General Assembly Session to determine the Association’s positions on policy matters. Committee members are also responsible for contacting state legislators at critical points during Session to encourage their local elected colleagues to support county priorities in pending legislation.

As we are nearing January and the start of the 2020 General Assembly Session, we would request that you recommend a nominee and alternate to serve on the Legislative Committee. Again, involvement on the Legislative Committee is critical as MACo strives to protect county resources and further a positive Annapolis presence.

Except in special circumstances arising in charter counties with a separate executive branch, MACo’s Legislative Committee is composed of one member from each member subdivision. MACo’s By-Laws require each subdivision (the 23 counties and Baltimore City) to nominate an elected official for Committee membership. These nominees are officially “elected” during the Business Meeting at the Winter Conference that is scheduled this year for Thursday December 5th at the Hyatt Regency Chesapeake Bay Hotel in Cambridge, MD.

To promote full Legislative Committee representation, the By-Laws also provide for the appointment of an alternative member who may cast the subdivision’s vote if the subdivision’s

regular member is absent. Alternate members may participate in Committee deliberations and are urged to attend meetings. Alternate members need not be elected officials.

A charter county with a separate executive branch may have two members and alternates if the Executive and Council each choose to send their own representative. However, the subdivision still has only one vote with both representatives putting forth one-half of a vote.

The Legislative Committee generally meets weekly beginning approximately the third week of January until the first or second week of March during the regular General Assembly Session to determine MACo positions on pending county-relevant legislation. During the interim, the Committee meets twice to formulate Association legislative initiatives and to remain current on pending issues.

During the General Assembly Session, Legislative Committee meetings are held in the Association’s office located at 169 Conduit Street, Annapolis, MD usually from 10:30 am to around 1:00 pm on Wednesdays with a working lunch provided. All meetings of the Committee are announced in advance. Members and alternates will receive reminders and updates by email each week. Our first meeting will be held on Wednesday, January 15, 2020 at 10:30 am. Allison Valliant will provide a full schedule of meetings as it gets closer to the opening of the 2020 General Assembly Session.

On a motion made by Commissioner Corchiarino, seconded by Commissioner Dumenil, the Board unanimously agreed to appoint Jack Wilson as Member and Jim Moran as Alternate for the 2020 Legislative Committee.

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

BUDGET AMENDMENT:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil the Board unanimously agreed to approve Budget Amendment CC-9. As part of the motion, Commissioner J. Wilson made comments on this topic.

#	CC-9							Date	10/15/2019
Entered By	QUEEN ANNE'S COUNTY								
	REQUEST FOR BUDGET AMENDMENT								
	FY2020								
								Increase	
Description of expenditure/revenue accounts to								(Decrease)	
			Fund		Account Code			Amount	

increase	School Traffic Enforcement	Overtime Wages	500	511007	4004		\$	10,487
increase	School Traffic Enforcement	Social Security	500	511007	7100		\$	802
increase	School Traffic Enforcement	Workmen's Compensation	500	511007	7400		\$	711
		Total					\$	12,000
increase	School Traffic Enforcement	Other State Operating Grant	500	511007	33590		\$	12,000
Justification:								
The Maryland Center for School Safety awarded the Queen Anne's County Office of the Sheriff an FY20 School Traffic Enforcement Grant. This is to								
be used for School Bus Safety and School Zone Speed enforcement. The grant period runs from September 1, 2019 to June 30, 2020.								
No additional County funds are needed.								

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

MD TRANSIT ADMINISTRATION OPERATING GRANT AGREEMENTS:

Ms. Catherine R. Willis, Department of Community Services Director, submitted to the board for their review and approval, MD Transit Administration Operating Grant Agreement.

The Board the MTA Operating Grant Agreements packet for FY 2020. Signing these documents informs MTA that Queen Anne's County accepts the Federal and State funding to support transit services and County Ride the Locally Owned Transit System of Queen Anne's County.

The FY20 operating federal and state allocations remain the same while the county overmatch continues to increase to provide over 60 of the revenue. This is important to note as increasing cost and demand of the service will continue to weigh heavily on the county without additional funding from MTA. County Attorney, Patrick Thompson, has reviewed and signed the documents.

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to sign the Maryland Transit Administration (MTA) Operating Grant Agreements packet to certify that the Queen Anne's County Department of Community Services Area Agency on Aging will operate the Public Transit System and accept the awards as offered by the State for FY2020.

Commissioners	Yes	No
Moran	x	

J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

MD TRANSIT ADMINISTRATION CAPITAL GRANT AGREEMENTS:

Ms. Catherine R. Willis, Department of Community Services Director, submitted to the board for their review and approval, MD Transit Administration Capital Grant Agreement.

The Board reviewed the MTA Capital Grant Agreements packet for FY 2020. Signing these documents informs MTA that Queen Anne’s County accepts the Federal and State funding to support transit services and County Ride the Locally Owned Transit System of Queen Anne’s County.

This grant nets \$230,902 for preventative maintenance and 2 small replacement buses of which the county’s share is only 10%. Patrick Thompson, County Attorney, has reviewed and signed the documents.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the Maryland Transit Administration (MTA) Capital Grant Agreements packet to certify that the Queen Anne’s County Department of Community Services Area Agency on Aging will operate the Public Transit System and accept the awards as offered by the State for FY2020. 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	

CBEC’S GRANT SUPPORT LETTER:

A letter of support address to Mr. David Brinkley, Secretary Department of Budget and Management for Chesapeake Bay Environmental Center in the amount of \$250,000 of an operating grant. The County will commit an additional \$50,000 as a local share for this grant.

The County Commissioners of Queen Anne’s County are in support of the Chesapeake Bay Environmental Center’s (CBEC) grant request of \$250,000 in the FY21 Supplemental Budget to assist with their operational budget gap. This budget request will support CBEC’s award winning Environmental Education Programs that educate participants from preschoolers to seniors,

advancing Chesapeake Bay environmental restoration priorities, and providing year-round nature based recreational programs and opportunities. We are also setting aside \$50,000 to assist CBEC with their budget gap.

CBEC has taken on a unique regional role in its mission to provide education and restoration. An annual grant will support strategic and necessary operational upgrades, seed and matching funds for oyster restoration projects, purchasing of specialized educational materials and supplies for the new school season, and revamping the recreational experience for visitors of all ages.

CBEC is one of the largest intact tracts of marshland left in Queen Anne’s County and over 25,000 visitors of all ages visit the site to hike, kayak, bird watch, picnic, geocache and photograph wildlife. Queen Anne’s County Public Schools depend on CBEC for their outstanding hands-on multi-disciplinary environmental education programs and experiences.

We are asking for your support and consideration of this grant request for Chesapeake Bay Environmental Center.

On a motion made by Commissioner Dumenil, seconded by Commissioner Moran, the Board unanimously agreed to sign the support letter for Chesapeake Bay Environmental Center in the amount of \$250,000 of an operating grant. The County will commit an additional \$50,000 as a local share for this grant. As part of the motion, Commissioner S. Wilson made comments on this topic.

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

COMPASS REGIONAL HOSPICE SUPPORT LETTER:

A letter of support and endorsement address to Governor Larry Hogan for the expansion project for Compass Regional Hospice in Centreville Maryland in the amount of \$750,000.

Dear Governor Hogan;

We are writing to express our support and endorsement of the expansion project for Compass Regional Hospice in Centreville Maryland. This \$4.0 million project will enable Compass Regional Hospice to provide complete and comprehensive services to our residents for many years to come. Queen Anne’s County is providing gratis Construction Management and Inspection services for the project which began this spring. Compass Regional Hospice has

independently raised \$3.25 million dollars and has only \$750,000 left to cover the full project costs.

Compass Regional Hospice has been dedicated to supporting and helping people through the difficult and challenging time of living with a life-limiting illness. What began as an all-volunteer organization has developed into a visionary, state-of-the-art organization recognized locally, regionally and statewide for its excellence. Compass Regional Hospice accepts patients who meet the criteria for hospice care regardless of their ability to pay.

Compass Regional Hospice is now serving over 600 patients a year with a life limiting illness and over 900 people suffering from the loss of a loved one. They have increased their employees from approximately 60 in 2017 to over 100 today, becoming the largest nonprofit employers in Queen Anne's, Kent and Caroline Counties.

Compass Regional Hospice has made great progress toward our expansion in Centreville, Maryland. The following benchmarks have transpired:

- Completion of phase one construction of a newly designed Hope and Healing Center in early 2019. Our Hope and Healing center is where they provide grief services to over 900 people in our communities, free of charge.
- Underway is our final phase of construction, adding geothermal wells and system, expanding our bed capacity from six private rooms to ten, a commercial kitchen and more inviting grounds and additional parking for guests with completion estimated, summer of 2020.
- Opened our four-bed hospice facility at UMMS in Chestertown in 2018. This has been a win-win for the residence of Kent County and bringing some life back to the hospital.

Compass Regional Hospice is committed to our communities by independently raising \$3.25 million dollars with only \$750,000 left to cover the full project costs.

Thank you for supporting Compass Regional Hospice and consideration of their request for funding support.

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to sign the letter of support and endorsement address to Governor Larry Hogan for the expansion project for Compass Regional Hospice in Centreville Maryland in the amount of 750,000.

Commissioners	Yes	No
Moran	x	
J Wilson	x	

S Wilson	x	
Dumenil	x	
Corchiarino	x	

CHARACTER COUNTS:

The Board presented Citizenship Proclamation to Ms. Kelly Huber, Character Counts Coach Specialist:

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

WHEREAS, all citizens are called upon to embrace the “Six Pillars of Character” incorporating and modeling these traits in their daily activities; and

WHEREAS, the month of November focuses on the pillar of Citizenship and the cornerstone of Character Counts! is the “Six Pillars of Character” – trustworthiness, respect, responsibility, fairness, caring and citizenship. These Pillars serve as a platform for teaching values and behaviors associated with good character; and

WHEREAS, the purpose of the Americanism work of the Auxiliary is to promote patriotism and responsible citizenship and includes all activities tending to perpetuate American ideals and to uphold the principle of American democracy. The security of America lies in a Citizenry in whose mind and heart is ingrained a true understanding of and love for those ideals and principles upon which the nation was founded and who awake to the duties of citizenship and are willing to perform these duties even at the cost of great personal sacrifice. Americanism work is largely educational in character and is usually divided into three phases: work with the youth, the adult and the community. All matters pertaining to the flag or patriotic education are rightly classified as Americanism activities; and

WHEREAS, Patriotic Education, where every citizen should have a thorough knowledge and understanding of the Constitution of the United States. Therefore, the Auxiliary has a very definite objective in emphasizing through its Americanism program the teachings of good citizenship (i.e. promotion of the Oratorical and Americanism Essay contests); and

WHEREAS, the Auxiliary has begun the Five-Point Program: The five points of the program refer to active Americanism in the home, in the Unit, in youth groups and schools, in adult groups and in our community. Must be able to answer, “What kind of an American am I?” Take an interest in our country’s affairs. Express our belief in our love for America in our words and deeds. Inspire children and young people in our homes and schools to develop fine character, high ideals and a sincere appreciation of our heritage. Be tolerant in thought and deeds towards others. Vote intelligently after careful study of candidates and issues. Proudly fly our nation’s flag in front of your home; and

WHEREAS, all citizens understand the processes that create and maintain the laws and honor the value of volunteering within their communities to help others; and

THEREFORE, in the Spirit of Service, not Self, the Auxiliary of the Centreville American Legion encourages citizens to realize that the performance of even one good act can positively affect an entire community;

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

Written by The Auxiliary of the Centreville American Legion

COMPREHENSIVE PLAN UPDATE:

Mr. Michael Wisnosky, AICP, PP, Planning & Zoning Director and Ms. Amy G. Moredock, Principal Planner, presented to the Board for their review and approval, Comprehensive Plan Update.

Planning staff is pleased to introduce the County Commissioners to the Smith Planning and Design (SP&D) team whose services have been retained to draft the 2020 Comprehensive Plan Update. Virginia “Ginny” Smith, AICP, and Michele King, CFM, will attend the Commissioners meeting to meet the Board and discuss the County’s vision for the Comprehensive Plan update process. Ms. Smith is the SP&D Principal, the Senior Planner, and the Project Manager and Michele King is the SP&P Planner and Mapping Specialist, to be covered during this introduction include:

- County Commissioner overall vision for the update process
- Subcommittee structure
- Key stakeholders
- Public meetings
- Web-based outreach opportunities
- Proposed meeting and outreach initiatives

SHORE HEALTH UPDATE:

Mr. Kenneth Kozel, University of Maryland Shore Regional Health CEO presented to the Board for their review, Shore Health Update. The following was highlighted:

UM Shore Emergency Department at Queenstown:

- Volumes
- Observation Pilot Update
- Workplace/Patient/Visitor Safety

•Base Station Re-designation to 2024
Code Blue Bay Bridge Closure Response Impact
Behavioral Health Relocation to Chestertown — Update on process

QAC TRAFFIC SURVEY RESULTS:

Ms. Jean Fabi, Economic Development Manager met with the Board and gave an overview of the QAC Traffic Survey Results.

The Department of Economic and Tourism Development, at the request of the County Commissioners, conducted a survey of local businesses on the economic impact of seasonal beach traffic and bridge construction and how the continuing heavy congestion and increased traffic affects our County and daily livelihood. For the purpose of the survey, “seasonal traffic congestion” is defined as traffic that occurs generally from Memorial Day through Labor Day and is typically associated with people traveling to Maryland and Delaware Beach Resorts. The survey, which was open from August 29 to September 27, 2019, was sent electronically directly to business owners by the Department and the Chamber of Commerce. The survey was also promoted through social media.

A total of 115 responses were collected utilizing Survey Monkey. The majority of the respondents were service oriented businesses (including those classified as “other”), located in Stevensville and Grasonville. The majority of respondents experience a severe negative impact to their business operations as a result of seasonal traffic congestion. Many respondents cited that access to their locations by clients and customers, as well as delays in shipping and receiving, as significant problems caused by traffic.

PUBLIC HEARING:

Mr. Michael Clark, Chief of Housing & Family Services, and Ms. Anne Van Benschoten, Housing Program Administrator conducted the CDBG hearing.

The County Commissioners of Queen Anne’s County held a Public Hearing to obtain the views of citizens on community, economic development, and housing needs to be considered for submission of an application to the Maryland Community Development Block Grant (CDBG). This proposal is to conduct a housing study to evaluate the needs of Queen Anne’s County citizens. Citizens will have the opportunity to discuss proposed projects and to provide input on other needs to be considered. The hearing was held at the Liberty Building, at 107 N. Liberty Street, Centreville, MD 21617 at 7:00 p.m. on Tuesday, October 22, 2019. The draft application will be available for the public to review on October 15, 2019 at the Kramer Center, 104 Powell Street, Centreville, MD 21617 during normal business hours.

Citizens will be furnished with information including but not limited to:

- The amount of CDBG funds available for State Fiscal Year 2020;
- The range of activities that may be undertaken with CDBG funds; and

- The proposed projects under consideration by the County Commissioners of Queen Anne’s County.

The Maryland Community Development Block Grant (CDBG) Program is a federally funded program designed to assist governments with activities directed toward neighborhood and house revitalization, economic development, and improved community facilities and services. It 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 to 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.

Refer to the Citizens Information pertaining to CDBG funding for QAC Housing Study

- The amount of CDBG funds available for State Fiscal Year 2020 is \$7,778,516;
- The range of activities that may be undertaken with CDBG funds (the list of activities is available on the Citizens Information page)
- The proposed projects under consideration by the County Commissioners of Queen Anne’s County is a Housing Study for Queen Anne’s County in the amount of \$55,000

Public Comments:

1. Mr. Mike Wisnosky
2. Mr. Rob Marsh

On a motion made by Commissioner Moran, seconded by Commissioner Corchiarino, the Board unanimously agreed to authorize the application for the Community Development Block Grant (CDBG) for FY2020 by signing Resolution 19-44.

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

WHEREAS, State of Maryland through the Department of Housing and Community Development has solicited applications from eligible jurisdictions to apply for funding under the Maryland Community Development Block Grant program; and

WHEREAS, Queen Anne's County is eligible to apply for funds from the Maryland Community Development Block Grant program through the Maryland Department of Housing and Community Development; and

WHEREAS, the County Commissioners of Queen Anne's County have held the required public hearing related to the formulation of the Queen Anne's County Block Grant Application; and

WHEREAS, the County Commissioners of Queen Anne's County understand and acknowledge that they would be responsible for completion of grant activities and any corrective actions including the repayment of funds if necessary;

NOW, THEREFORE, BE IT RESOLVED, that the County Commissioners of Queen Anne's County authorize the submittal of an application for Community Development Block Grant funds in the amount of \$55,000 this 22nd day of October 2019 for the following project: Queen Anne's County Housing Study.

BE IT FURTHER RESOLVED, that Michael Clark, Chief of Housing and Family Services, is authorized and empowered to execute any and all documents required for the submission of the application.

LEGISLATIVE SESSION:

On a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to adopt county ordinance 19-15

COUNTY ORDINANCE NO. 19-15

A BILL ENTITLED

AN ACT CONCERNING the Prohibition of the Use of Shipping Containers as Accessory Structures in Queen Anne's County.

FOR THE PURPOSE of establishing a definition of "shipping container" in Chapter 18App and prohibiting the use of shipping containers as accessory structures in Queen Anne's County.

BY ADDING a definition of "Shipping Container" to Chapter 18App 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 the following definition be ADDED to Chapter 18App of the Code of Public Local Laws:

"Chapter 18App Appendix a: Glossary

. . .

Shipping containers: A container that is resealable and lockable that is used with standard equipment for intermodal shipments; often found on shipping ships, trains, and trucks for the transport of goods."

. . .

SECTION II

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

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

PRESS AND PUBLIC COMMENTS:

No persons spoke to the Commissioners on subjects of interest to them.

COMMISSIONER'S ROUNDTABLE:

Commissioner Dumenil discussed the following:

Asked citizens to understand the Commissioners are working on the Bay Bridge issues

Commissioner Moran discussed the following:

Haunted Trap House

There being no further business, they adjourned at 7:15 p.m. to meet again on Tuesday, November 12, 2019.

EXECUTIVE ASSISTANT

PRESIDENT