



UPPER SHORE Regional Council

FULL COUNCIL MEETING MINUTES

MACo Summer Conference, Powell Convention Center Rm 217

August 19, 2022

Council Members in Attendance:

Chris Corchiarino (Chairman), Q.A.'s County Commissioner
Bob Meffley (Treasurer) Cecil County Councilman
Jack Wilson (3rd Vice Chair) Queen Anne's Commissioner
Tom Mason (1st Vice Chair) Kent County Commissioner
Ron Fithian (Secretary) Kent County Commissioner
Jackie Gregory (2nd Vice Chair) Cecil County Councilwoman
Bill Coutz, Councilman, Cecil County
Al Miller, Councilman, Cecil County

Guests:

Jim Massey, Cecil Council Manager
Danielle Hornberger, Cecil County Executive
Lori Ratzburg, Sr. Director, Commerce
Nancy LaJoice, Sr. Director, Commerce
Sandra Edwards, Economic Development Director, Cecil
Jamie Williams, Economic Development Director, Kent
Heather Tinelli, Economic Development Director, Queen Anne's
Rebecca Lepter, Economic Development, Queen Anne's
Scott Flanigan, Director, DPW, Cecil
Todd Mohn, Administrator, Kent County
Dan Schneckenburger, Workforce Investment Board
Bill Mackey, Director, Planning & Zoning, Kent

Staff:

Susan O'Neill, USRC Executive Director
Janice Palmer, USRC Executive Assistant

I. WELCOME AND INTRODUCTIONS

Board Chairman Chris Corchiarino welcomed everyone opening the meeting at 11:05 am. All in attendance introduced themselves. Each board member received a packet containing the Meeting Agenda, June 15, 2022, Executive BOD Minutes, December 8, 2021, Full Council Meeting Minutes, February 23, 2022, Executive BOD Minutes, April

20, 2022 Executive Board Minutes, spreadsheets of the Rural Maryland Economic Development Funds (Rural \$10MM) proposed projects.

II. APPROVAL OF MINUTES

- A. Chair Corchiarino requested a motion to approve the June 15, 2022, Executive Board Meeting Minutes. Jack Wilson motioned approval. Bob Meffley provided a second. All were in favor.
- B. Chair Corchiarino requested a motion to approve Full Council Minutes for December 8, 2021. Jack Wilson motioned approval, Ron Fithian provided a second. All were in favor.

III. RATIFICATION OF MINUTES

- A. Chairman Corchiarino requested a motion to ratify the December 8, 2021, Full Council Minutes. Jack Wilson motioned. A second was provided by Bob Meffley. All were in favor.
- B. Chairman Corchiarino requested a motion to ratify the February 23rd, April 20th, and June 15, 2022, Executive Board Meeting Minutes. Jack Wilson motioned, and Bob Meffley seconded. All were in favor.

IV. RURAL MARYLAND ECONOMIC DEVELOPMENT FUND

a. Overview/Review/Process

The Rural Maryland Economic Development Fund is for infrastructure projects supporting economic development activity, stimulating private investment, and growing jobs in the state's rural counties. Executive Director Susan O'Neill reviewed the application process outlined by the Maryland Dept. of Commerce. The Upper Shore Regional Council Board of Directors voted to divide the allocated the \$10 million as follows:

- Cecil County - \$2.9 million
- Kent County - \$2.9 million
- Queen Anne's County - \$2.9 million
- Regional Projects - \$1.3 million

Each county selected the projects they would present to the USRC Board of Directors to be voted upon and approved before forwarding to Commerce. Details of each project can be found in the attached documents.

b. Presentations

Cecil County:

Cecil Economic Development Acting Director Sandra Edwards presented one of three projects submitted on behalf of Cecil County.

1. The Belvidere Road Project will request \$2 million for road improvements needed for a new I-95 interchange.

Cecil Council President Bob Meffley presented two projects.

1. Cecil County Farm Museum & Regional Ag Center. Construction of ADA compliant bathrooms and commercial kitchen.
2. Paris Foundation & Community Center. Construction of an industrial kitchen to be housed within a new pole barn for The Paris Foundation. The Foundation will provide The Food Service Industry Training Program: SERV Safe Food Handlers Certification Program, Life Skills, and Job Match link to area employers.

Kent County:

Economic Development Director Jamie Williams reported that 12 applications were received requesting \$6.9 million. The Kent County Commissioners whittled down the applications and requests to three projects. The three projects will cost more than the allotted \$2.9 million, however, Kent has committed to finding more funds to complete the projects.

1. Worton Service District Water & Sewer Extension provides the extension of water & sewer mains into the planned industrial-zoned service area so it can be utilized for business development.
2. Millington Wastewater facility expansion.
3. Construction of an entrance from Rt. 213 into a new Chestertown Business Campus.

Queen Anne's County:

Economic Development Director Heather Tinelli reported that \$6.9 million was received in funding requests. The reviewing committee recommended the following 11 projects: :

1. Queen Anne's County 4-H Park
2. QA Strategic Asset & Industry Analysis Study
3. Town of Centreville Wastewater Treatment Plant Upgrades
4. Cell Phone Tower - Town of Church Hill
5. Minority Entrepreneurship Training Accelerator
6. Workforce Development - Chesapeake College
7. Career Centers in 2 High Schools
8. Town of Sudlersville - ED consultant, comprehensive plan update, placemaking study
9. High Speed Fiber Connection in Chesapeake Bay Business Park
10. Oyster Spat Planter on existing beds - QAC Watermen Assoc.
11. Growing Agribusiness in QAC - An Economic Feasibility Study

Regional Projects:

Prior to the Regional Projects Presentation, the attendees broke for lunch at 11:57 am. The meeting resumed with a presentation of the regional projects by USRC Executive Director Susan O'Neill. She presented 7 projects totaling \$1.3 million in requests.

1. Cecil College - Workforce Development (Cecil)
2. Chesapeake College - Workforce Development (Kent & QA)
3. Susquehanna WIB (Cecil)
4. Upper Shore WIB (Kent & QA)

5. USRC - Comprehensive Economic Development Strategy
6. Regional CTE program
7. Regional Attraction/Expansion Marketing
8. Small Business Counseling

c. Discussion/Revisit: Administrative Fee

At the last Executive USRC Board meeting the board members voted to deduct the allowable \$300,000 in administrative fees from the Regional Projects. It is requested that this be revised to \$37,500 be deducted from each county so that USRC can use these allotted funds to hire a manager to administer the Rural Maryland Economic Development Fund. A motion was made by Jack Wilson and seconded by Ron Fithian. All were in favor.

Chris Corchiarino requested a motion to accept all projects to be presented as one grant request to Commerce. A motion was made by Jack Wilson and a second was provided by Ron Fithian. All were in favor.

Susan O'Neill thanked the Economic Development Directors, Lori Ratzburg and all board members who worked together to compile the grant package. The grant package will be presented to Commerce, along with letters of support from each county on September 12, 2022.

V. OLD BUSINESS

- A. Susan reminded everyone that a stakeholders meeting will take place for CTE stakeholders on August 22, 2022, at 7 pm and a second meeting will take place on August 24, 2022, at 1:00pm.
- B. A new rack card regarding a CTE Equipment grant has been printed and will be disseminated throughout the upper shore. All area high schools are being notified and applications are available on the USRC website.

VI. UPDATES

No county updates were shared.

VII. ADJOURNMENT

With no further discussion, Chris Corchiarion requested a motion for adjournment. Jack Wilson provided a motion, and Bill Coutz provided a second. All were in favor. The meeting was adjourned at 12:20 pm.

Respectfully submitted,
Janice Palmer
USRC Executive Assistant