COUNTY COUNCIL OF CECIL COUNTY, MARYLAND
LEGISLATIVE SESSION 2020-08

RESOLUTION NO. 21-2020

Title of Resolution: Supplemental Appropriation and Budget Transfer – Emergency Medical Services – COVID-19 Expenses

Synopsis: A Resolution to amend the Annual Budget and Appropriation Ordinance for Cecil County, Maryland for the fiscal year ending June 30, 2020 in order to transfer expenditure authority from various departmental expenditures per Appendix 1 to provide a total of $450,000 in additional expenditure authority to the General Fund Emergency Medical Services Department to provide funding for COVID-19 pandemic related expenses.

Introduced by: Council President on behalf of the County Executive

Introduced and order posted on: April 21, 2020

Consideration scheduled on: May 5, 2020

By: James Massey
Council Manager

PUBLIC HEARING

Notice of title of Resolution having been posted on April 21, 2020 at the County Administration Building, 200 Chesapeake Blvd., Elkton, MD, and consideration by the Council having been scheduled on May 5, 2020.

By: James Massey
Council Manager

Explanation: CAPITAL LETTERS INDICATE LANGUAGE ADDED TO EXISTING DOCUMENT
~~Strike through~~ indicates language deleted from existing document
Underlining indicates language added to document by amendment.
~~Double Strike through~~ indicates language stricken from document by amendment.

WHEREAS, in accordance with Section 505 of the Cecil County Charter, on April 1, 2019, the County Executive submitted a proposed budget to the County Council for Fiscal Year 2020; and

WHEREAS, in accordance with Section 506 of the Cecil County Charter, the County Council held public hearings on the proposed budget submitted by the County Executive for Fiscal Year 2020; and

WHEREAS, in accordance with Section 507(b) of the Cecil County Charter, on June 4, 2019, the County Council adopted the budget for Fiscal Year 2020; and

WHEREAS, the County Executive is revising the Fiscal Year 2020 General Fund Budget Cecil County to transfer the following amounts within the General Fund (further detail in Appendix 1) as follows:

a) To transfer $5,000 from the expense line item Supplies account within the Stormwater Management Department, according to Appendix 1, due to postponement of educational activities, and

b) To transfer $43,000 from the expense line item Travel account from various General Fund Departments, according to Appendix 1, due to COVID-19 travel related restrictions, and

c) To transfer $39,000 from the expense line item Training and Education account from various General Fund Departments, according to Appendix 1, due to COVID-19 restrictions on the congregating of people in one place, and

d) To transfer $86,000 from the Professional Services account from various General Fund Departments, according to Appendix 1, and

e) To transfer $27,000 from the expense line item Vehicle Gas and Oil and $250,000 from the Snow Removal expense account, within the Roads Administration and Maintenance Departments, because of the lack of snow, related expenses for FY2020, and;

f) To transfer the total of $450,000 from various General Fund Departments listed above, according to Appendix 1, to the Emergency Medical Services Department, in order to have expenditure authority available for COVID-19 related expenses, and;

WHEREAS, the County Executive is transferring available expenditure authority, within the General Fund to the Emergency Medical Services Department, to allow sufficient resources to secure a location for extended care, in conjunction with Union Hospital/Christiana Care and a location for convalescent care for County citizens who contract the COVID-19 virus. The funding will provide $400,000 in Professional

Services and $50,000 in Supplies to fund the expenses related to contracting the locations, supplies and cleaning of those facilities after the County no longer needs the facilities for COVID-19 patients.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE COUNTY COUNCIL OF CECIL COUNTY, MARYLAND, that the Annual Budget and Appropriation Ordinance for Cecil County, Maryland, for Fiscal Year 2020 is hereby amended to transfer available expenditure authority from various County General Fund Departments, according to Appendix 1, in order to increase the Emergency Medical Services Department budget in the amount of $450,000 to provide funding for COVID-19 pandemic related expenses.

AND BE IT FURTHER RESOLVED BY THE COUNTY COUNCIL OF CECIL COUNTY, MARYLAND, that this Resolution shall take effect on the date of its passage.

INTRODUCED: **April 21, 2020**

ADOPTED: **May 5, 2020**

President of the Council

ATTEST:

James Massey
Council Manager

RESOLUTION NO. 21-2020
APPENDIX 1

Prepared By: Finance
4/20/2020

Cecil County, Maryland
Departmental Transfers for COVID-19 Related Expenditures
Appendix 1

ORG	DEPT	DESC	OBJECT	Amount Transferred Out	
00140200	DPW-Stormwater	SUPPLIES	503100	5,000.00	Postponement of educational activities
00112100	Administration	TRAVEL	504100	1,000.00	COVID-19 travel restrictions
00112800	Legal	TRAVEL	504100	500.00	COVID-19 travel restrictions
00113000	Ethics	TRAVEL	504100	1,000.00	COVID-19 travel restrictions
00113100	Human Resources	TRAVEL	504100	3,000.00	COVID-19 travel restrictions
00115100	States Attorney	TRAVEL	504100	5,000.00	COVID-19 travel restrictions
00118100	Elections	TRAVEL	504100	4,000.00	COVID-19 travel restrictions
00119200	Finance	TRAVEL	504100	4,000.00	COVID-19 travel restrictions
00119600	Purchasing	TRAVEL	504100	1,500.00	COVID-19 travel restrictions
00121100	Liquor Board	TRAVEL	504100	1,000.00	COVID-19 travel restrictions
00131100	Law Enforcement	TRAVEL	504100	3,000.00	COVID-19 travel restrictions
00133300	Corrections	TRAVEL	504100	2,500.00	COVID-19 travel restrictions
00136100	Permits	TRAVEL	504100	2,000.00	COVID-19 travel restrictions
00141200	Roads Admin	TRAVEL	504100	2,000.00	COVID-19 travel restrictions
00161100	Parks & Rec	TRAVEL	504100	2,500.00	COVID-19 travel restrictions
00173100	Econ Dev	TRAVEL	504100	5,500.00	COVID-19 travel restrictions
00112100	Administration	TRAINING & EDUCATION	504200	2,500.00	COVID-19 travel restrictions
00113100	Human Resources	TRAINING & EDUCATION	504200	8,000.00	COVID-19 travel restrictions
00114100	Circuit Court	TRAINING & EDUCATION	504200	1,000.00	COVID-19 travel restrictions
00119200	Finance	TRAINING & EDUCATION	504200	6,000.00	COVID-19 travel restrictions
00119600	Purchasing	TRAINING & EDUCATION	504200	3,000.00	COVID-19 travel restrictions
00123100	Maintenance	TRAINING & EDUCATION	504200	500.00	COVID-19 travel restrictions
00123200	Maintenance	TRAINING & EDUCATION	504200	1,000.00	COVID-19 travel restrictions
00124600	Maintenance	TRAINING & EDUCATION	504200	1,000.00	COVID-19 travel restrictions
00131100	Law Enforcement	TRAINING & EDUCATION	504200	3,000.00	COVID-19 travel restrictions
00131100	Law Enforcement	TRAINING & EDUCATION	504200	3,000.00	COVID-19 travel restrictions
00136100	Permits	TRAINING & EDUCATION	504200	2,000.00	COVID-19 travel restrictions
00140100	DPW-OFD	TRAINING & EDUCATION	504200	1,000.00	COVID-19 travel restrictions
00141200	Roads Admin	TRAINING & EDUCATION	504200	4,000.00	COVID-19 travel restrictions
00161100	Parks & Rec	TRAINING & EDUCATION	504200	2,000.00	COVID-19 travel restrictions
00173100	Econ Dev	TRAINING & EDUCATION	504200	1,000.00	COVID-19 travel restrictions
00118100	Elections	PRINTING	505900	4,500.00	Primary Election - All Mail Ballot
00119200	Finance	PROFESSIONAL SERVICES	504400	12,000.00	Tyler Software Updates
00122100	P&Z	PROFESSIONAL SERVICES	504400	12,000.00	FY21 Reduction
00140300	DPW-E&C	PROFESSIONAL SERVICES	504400	25,000.00	Perryville Sidewalk Project "Timing"
00173100	Econ Dev	PROFESSIONAL SERVICES	504400	25,000.00	Halt on "Traditional Services"
00173200	Tourism	PROFESSIONAL SERVICES	504400	12,000.00	Halt on "Traditional Services"
00141200	Roads Admin	GASOLINE & OIL	505400	27,000.00	Lack of Snow
00147100	Roads Maint	SNOW REMOVAL	507300	250,000.00	Lack of Snow
				450,000.00	

CECIL COUNTY, MARYLAND
DEPARTMENT OF FINANCE

FISCAL IMPACT NOTE

SUMMARY OF LEGISLATION

SPONSOR: Council President at the request of the County Executive

RESOLUTION NO. 21-2020 – BUDGET AMENDMENT – SUPPLEMENTAL APPROPRIATION & BUDGET TRANSFER – EMERGENCY SERVICES-COVID-19 EXPENSES

SYNOPSIS: A resolution to amend the Annual Budget and Appropriation Ordinance for Cecil County, Maryland for the fiscal year ending June 30, 2020 in order to transfer expenditure authority from various departmental expenditures per Appendix A to provide a total of $450,000 in additional expenditure authority to the General Fund Emergency Medical Services Department to provide funding for COVID-19 pandemic related expenses.

FISCAL IMPACT SUMMARY: Net fiscal impact to the County will be zero for Fiscal 2020. The funds needed to provide the necessary care to those affected with COVID-19 will be transferred from other departmental budgets that have been saved as a result of the pandemic.

FISCAL ANALYSIS:

According to Cecil County Code Section;
§ 34-3 Emergency Management, the Department of Emergency Services shall maintain an Office of Emergency Management responsible for:

a. Managing and implementing all emergency plans for major emergencies and disasters;
b. Controlling and coordinating the County's response to major emergencies and disasters;
c. Functioning as the County organization for emergency management pursuant to:
    1. Section 14-109 pf the Public Safety Article, Annotated Code of Maryland.
    2. The Superfund of Amendments and Reauthorization Act of 1986.
    3. The Emergency Planning and Community Right to Know Act of 1986.

§ 34-3 Emergency medical services.
The Department of Emergency Services shall be responsible for coordinating emergency medical services within Cecil County in accordance with Code of Maryland Regulations (COMAR) Title 30.

In line with the guidance above, the County's Department of Emergency (DES) has been coordinating with the Cecil County Health Department, the Department of Social Services and Union Hospital/Christina Care to provide the necessary accommodations for residents who may need care

associated with contracting COVID-19. It may be necessary to provide an extended care facility if Union Hospital/Christiana Care is unable to provide space for all of those infected. It also may be necessary to provide a place for convalescence if there are people in the community who cannot be at their homes, but do not need hospital level of care. DES/County Administration has been negotiating with places within the County that would be able to accommodate the need. The County needs to have the funds available to contract the service as soon as the service is needed by County residents. The following budget has been submitted to Finance, and is the basis for the amount of the transfer:

	Number	Unit	Each	Extended
Health Department				
Supplies and PPE	1	Batch	50,000	$ 50,000.00
Convelescent Care				
Shelter Client/days	2500	Client/Day	100	$ 250,000.00
Post Use Sanitation	32200	SqFt	0.6	$ 19,320.00
Extended Care				
Pre Use Cleaning	25,000	SqFt	0	$ -
Generator connection	1	Connection	8000	$ 8,000.00
Generator Rental	1	Month	4800	$ 4,800.00
Post use Sanitation	25000	SqFt	0.6	$ 15,000.00
Food	1000	Days	40	$ 40,000.00
Medical Gases	1	Contract	5000	$ 5,000.00
DES Expenses				$ -
PPE	1	Batch	30,000	$ 30,000.00
Staff expenses and Overtime	1,000	Hours	20	$ 20,000.00
Cleaning and sterilization supplies	1	Batch	7880	$ 7,880.00
TOTAL				$ 450,000.00

The County implemented a budget freeze of all non-essential spending and a hiring freeze as a result of the pandemic. Administration has determined using emergency reserves should be a last resort. Departmental spending that will not happen as long as the County is under a stay at home order avails the County Executive the ability to transfer budget from other accounts to provide enough funding for the current possible need.