



**COUNTY COMMISSIONERS SCHEDULE  
TUESDAY, SEPTEMBER 18, 2018  
LEGISLATIVE DAY**

1. CALL TO ORDER

2:15 p.m. District 36 Delegation:  
Senator Steve Hershey  
Delegate Steve Arentz  
Delegate Jay Jacobs  
Delegate Jeff Ghrist  
"FY2019 Legislative Initiatives"

3:00 p.m. MDOT - CTP Annual Tour

5:00 p.m. Patrick Thompson, Esquire, County Attorney  
Closed Session  
"Consult with Counsel"  
5:30 p.m. Call to Order,  
Pledge of Allegiance,  
Moment of Silence,  
Approval of Agenda

5:32 p.m. Accept County Commissioners' Minutes  
- Regular Minutes – September 11, 2018  
- Closed Session – September 11, 2018

5:35 p.m. Press and Public Comments\*\*

2. NEW BUSINESS

5:40 p.m. Mr. Gregg Todd, County Administrator  
"Presentation of Documents for Signatures and Weekly Correspondence"  
Action  
1. Services for Daniel Lister letter  
2. Resolution 18-46 – Cloverfields Property Owners Association  
3. Property Tax Credit for Disabled or Fallen Emergency Workers  
4. Matapeake Landing Paving  
5. Resolution 18-60 – Animal Control Commission and the Animal  
Welfare League

Documents:

[09.18.2018Action.pdf](#)

3. PRESENTATIONS

6:00 p.m. Ms. Elaine Butler, Character Counts!  
Character Counts – "Trustworthiness"

6:15 p.m. Ms. Chris Perkins  
"Rotary Proclamation"

6:30 p.m. Public Hearing  
County Ordinance 18-02 - Mini Warehouses in the Town Center (TC)  
Zoning District in Queen Anne's County

6:35 p.m. Public Hearing  
County Ordinance 18-10 - Property Tax Credits for Certain Veterans and  
their Spouses

6:40 p.m. Press and Public Comments\*\*

4. REPORTS

6:50 p.m. Commissioner's Roundtable

**\* Please note that Schedule times are subject to change, except for public hearings.**

**\*\* Press and Public Comments at the beginning of the meeting will last 15 minutes. Additional time will be available at the end of the meeting for anyone wishing to speak. Comments are limited to 3 minutes in length. Comments longer than 3 minutes must be submitted in writing.**

**\*\*\* Part of the meeting may be closed to the Public in accordance to the Open Meetings Act procedures.**

**\*\*\*\*Agendas will be posted by 4:30 pm the Friday prior to the meeting. The meeting attachments will be posted on the agenda by 4:30 pm the Monday prior to the meeting.**

Three or more of the County Commissioners will be attending the following events in the next few weeks:  
9/19 Hospice Center Expansion Groundbreaking



*Queen  
Anne's  
County*

**THE COUNTY COMMISSIONERS OF  
QUEEN ANNE'S COUNTY**

The Liberty Building  
107 North Liberty Street  
Centreville, MD 21617

Telephone: (410) 758-4098

Fax: (410) 758-1170

e-mail: [QACCommissioners&Administrator@qac.org](mailto:QACCommissioners&Administrator@qac.org)

**County Commissioners:**

- James J. Moran, At Large
- Jack N. Wilson, Jr., District 1
- Stephen Wilson, District 2
- Robert Charles Buckey, District 3
- Mark A. Anderson, District 4

*County Administrator: Gregg A. Todd*

*Executive Assistant to County Commissioners: Margie A. Houck*

*County Attorney: Patrick Thompson, Esquire*

September 18, 2018

Dr. Cliff Coppersmith, President  
Chesapeake College  
P.O. Box 8  
Wye Mills, Maryland  
21679

Re: Services for Daniel Lister

Dear Dr. Coppersmith:

We would like to thank you and the Chesapeake College family for so graciously allowing the services for Danny Lister to be held at the Todd Performing Arts Center. This tragic loss, that affected so many in our community, required a location to celebrate Danny's life that only Chesapeake College could provide.

Your leadership and compassion in allowing Danny to reside in the Todd Performing Arts Center overnight Friday provided Danny's family, colleagues, friends and fellow members of the volunteer fire community a sense of peace by easing the logistics of the weekend. It also provided his Queen Anne/Hillsboro VFD brothers an opportunity to say their goodbyes and, rumor has it, include Danny in one last night of Texas Hold'em.

Thank you again for ensuring Chesapeake College is a true "Community" college.

Sincerely,

THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY

\_\_\_\_\_  
Stephen Wilson, President

\_\_\_\_\_  
James J. Moran

\_\_\_\_\_  
Jack N. Wilson

\_\_\_\_\_  
Robert Charles Buckey

\_\_\_\_\_  
Mark A. Anderson

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RESOLUTION NO. 18-46

A RESOLUTION OF THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND EXEMPTING THE CLOVERFIELDS PROPERTY OWNERS ASSOCIATION, INC. FROM ADMISSION AND AMUSEMENT TAX.

WHEREAS, the Cloverfields Property Owners Association, Inc. has petitioned the County Commissioners of Queen Anne's County to be exempted from Admission and Amusement Tax;

And WHEREAS, the authority for such exemptions is granted to the County Commissioners by Section 4-104 of the Tax-General Article of the Annotated Code of Maryland;

AND WHEREAS, the gross receipts from guest fees and other admissions and amusements provided the membership of the Association are used exclusively for community improvement by a not for profit community association that is organized and operated to promote the general welfare of the community that the association serves and the net earnings of which do not inure to the benefit of any stockholder or member of the association;

NOW THEREFORE, BE IT RESOLVED, by the County Commissioners of Queen Anne's County this \_\_\_\_ day of \_\_\_\_\_, 2018, as follows:

1. That guest fees, admission charges, and amusement revenues collected by the Cloverfields Property Owners Association Inc. shall be exempt from Admission and Amusement Tax.
2. That this Resolution shall be retroactively applied to April 1, 2014.
3. That this exemption shall remain in effect until further action by the County Commissioners of Queen Anne's County.

WITNESS the hands and seals of the County Commissioners of Queen Anne's County, Maryland the day and year above written.

**ATTEST:**

**THE COUNTY COMMISSIONERS OF  
QUEEN ANNE'S COUNTY**

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**Stephen Wilson**

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**James J. Moran**

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**Margie Houck**

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**Jack N. Wilson, Jr.**

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**Robert Charles Buckey**

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**Mark A. Anderson**



**Queen  
Anne's  
County**

**OFFICE OF BUDGET, FINANCE AND  
INFORMATION TECHNOLOGY**

The Liberty Building  
107 North Liberty Street  
Centreville, Maryland 21617

Telephone: (410) 758-4064  
Fax: (410) 758-3036

*County Administrator: Gregg A. Todd  
Director, Budget, Finance and IT: Jonathan R. Seeman  
Chief Treasury Officer: Jeffrey A. Rank  
Information Technology Manager: Megan DelGaudio*

**County Commissioners:**

James J. Moran, At Large  
Jack N. Wilson Jr., District 1  
Stephen Wilson, District 2  
Robert Charles Buckey, District 3  
Mark A. Anderson, District 4

**MEMORANDUM**

DATE: September 18, 2018.

TO: County Commissioners

FROM: Jonathan R. Seeman 

**ACTION ITEM**

RE: Property Tax Credit for Disabled or Fallen Emergency Workers

The following application for the Property Tax Credit for Dwelling owned by a Disabled Emergency Worker, which has been reviewed by the County attorney Patrick Thompson, is recommended for approval.

**Matthew J. Kempel \$2,964.57**

The amount of the credit is 100% of the County tax. Based on the current tax rate the credit amount is **\$2,964.57** for the 2018-19 tax year. Upon this approval, this applicant can certify eligibility each year but no additional approval is required.

**Recommended Action:**

**I move that the County Commissioners approve the Property Tax Credit for Dwelling owned by disabled Emergency Worker Matthew J. Kempel for the 2018-19 tax year.**





**Queen  
Anne's  
County**

**DEPARTMENT OF PARKS AND RECREATION  
QUEEN ANNE'S COUNTY**

1945 4H Park Rd.  
Centreville, MD 21617

Telephone: (410) 758-0835  
Fax: (410) 758-0566

**County Commissioners:**

- James J. Moran, At Large
- Jack N. Wilson, Jr., District 1
- Stephen Wilson, District 2
- Robert Charles Buckey, District 3
- Mark A. Anderson, District 4

**MEMORANDUM**

Date: September 18, 2018

To: County Commissioners

**ACTION ITEM**

From: Steve Chandlee, Director, Department of Parks and Recreation *SC*  
James Wood, Public Landings Supervisor, Department of Parks and Recreation *JW*

Subject: Matapeake Landing Paving

The Department of Parks and Recreation is requesting to contract with David A. Bramble, Inc. to pave the parking lot at Matapeake Landing. The project will use State Highway Administration's (SHA) current Paving Contract XY6175177 and 100% reimbursable grant funding from the Maryland Department of Natural Resources.

This paving project will pave approximately 52,483 square feet with a 2 inch lift of 9.5 mm Hot Mix Asphalt (HMA). The present parking lot includes a swale that is too deep for many trailers and the asphalt surface is in poor condition with many potholes, and other signs of wear. The resurfacing is part of the Department of Parks and Recreation's preventative maintenance effort. An asphalt wedge will raise and widen the swale to provide better access for trailers. New asphalt will provide a durable and appropriate surface for boaters and other users.

This project will be 100% funded from previously awarded MD-Department of Natural Resources – Waterway Improvement Program funds. The cost estimate for the project is \$72,800. These funds are available from two previously approved Capital projects. Funding will be allocated in the amounts of \$70,000 from Matapeake Pier Parking (Lot Paving) project #330069 and \$2,800 from the Maintenance and Improvement Capital Project #330067.



**Requested Action:**

**I move to authorize the Department of Parks and Recreation to contract with David A. Bramble to pave the parking lot at Matapeake Landing using \$72,800.00 from MD-Department of Natural Resources – Waterway Improvement Program grant funds as identified in the Public Landings Capital Projects #330069 and #330067.**

cc: Jon Seeman

# David A. Bramble, Inc. *General Contractors*

410-778-3023 / 410-778-3427 (FAX) • 705 MORGNEC ROAD • P.O. BOX 419 • CHESTERTOWN, MARYLAND 21620

August 29, 2018

To: QA County Parks and Public Landings  
1945 4-H park Road  
Centreville, MD 21617  
PH: 410-758-0835 ext 2505  
Cell 410-490-1690  
Email: [jwood@qac.org](mailto:jwood@qac.org)

From: Keith Harris  
RE: Matapeake

Attn: James Wood

David A. Bramble, Inc. is pleased to present this price for the paving at Matapeake Pier and Landing Parking Paving.

**Scope of work:**

1. Prep parking area for paving clean and dispose of loose material off site. Mill tie-ins as needed for smooth transition for new hot mix asphalt.
2. Wedge and level as needed across low areas of swale and pothole areas. Total amount asphalt required will be approximately 120 tons.
3. Pave a compacted 2 inch of 9.5mm hot mix asphalt surface. Total paving area approximately 52,483 SF. Total amount of asphalt required will be approximately 680 tons.
4. Initial if work to be preformed \_\_\_\_\_.

**Price: Includes labor, equipment, and material to performer work listed below.**

Item	Description	Quantity	Unit	Unit Price	Total Price
1	9.5mm HMA Surface Paving	800	Ton	\$91.00	\$72,800.00

**Price Excludes:**

1. Maintenance of Traffic.
2. Excavation, Grading and/or Compaction of Sub-Base.
3. Utility location/ Adjustment/ Test Pitting.
4. Any engineering for grades, layout, and stakeout.
5. Milling Concrete.
6. Field in-place compaction and density testing by independent testing agency.
7. Proof Rolling.
8. Striping.

**Terms and Conditions**

1. When scheduling, please provide DAB, Inc. three weeks' notice of the intended start date.
2. The pricing herein is for work during the 2018 Construction Season, with completion by December 21, 2018. Any work remaining after December 21, 2018 will be subject to renegotiation.
3. Pricing for this project is based on unit prices. Billing will be based on the actual quantities placed on the project.
4. Any item not specifically referenced in the Scope of Work is excluded from the contract pricing.
5. Pricing does not include any testing, required permits, inspection fees, or bonds of any type.
6. Pricing is based on one mobilization for paving. Any additional remobilization will be \$2,500.00 each.
7. Please note, DAB takes no responsibility for the existing condition of the owner's roadways or haul routes, and will not be liable for damages to roadways or haul routes that cannot support the construction equipment required to complete the work.
8. Pricing is based on soils encountered at designed subgrade elevations being suitable to support the proposed improvements. Should this material be determined to be unsuitable, removal and replacement with imported borrow shall be a negotiated extra.



# David A. Bramble, Inc. *General Contractors*



410-778-3023 / 410-778-3427 (FAX) • 705 MORGNEC ROAD • P.O. BOX 419 • CHESTERTOWN, MARYLAND 21620

9. Pricing is based on the Maryland Index for Liquid Asphalt in the current month. If the index changes, than a price adjustment will be billed to the customer based on the use of 3.0% liquid asphalt in the hot mix asphalt recipe. The current MD Index can be found at <http://mdasphalt.org/asphalt-index/>.
10. New hot mix asphalt is prone to scuff marks created by automobile tires. This is normal, and the scuff marks will wear off as the asphalt cures and vehicle weight continues to provide residual compaction. To minimize scuff marks, avoid turning vehicle tires while in a parked position, but instead begin to turn while the vehicle is in motion. David A. Bramble, Inc. is not responsible for scuff marks.
11. Please note, Contractor cannot guarantee positive drainage where design elevations yield less than 1.5% slope.
12. David A. Bramble, Inc. will warranty all material and workmanship for 1 year from the date of completion. Warranty does not include materials placed on unsuitable ground, such as areas that are too wet, or areas where the ground yields beneath a loaded dump truck.
13. Price is good for 30 days. A signed proposal or subcontract must be returned to David A Bramble Inc. prior to the start of work.
14. Payment is net 30. Bills left unpaid for over 30 days will be assessed finance charges at a rate of 18% per annum.
15. All executed proposals are subject to the approval of our credit department. Please contact Debbie Glebe at 410-778-3023 to request a credit application.

Thank you for the opportunity to provide you with a price quotation for this project. Should you have any questions, comments, or concerns, please call me at 443-480-2403.

Keith A. Harris  
David A. Bramble, Inc.

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and hereby agreed to and accepted. David A. Bramble, Inc. is authorized to perform the work as specified. Payment will be made as outlined above.

AGREED AND ACCEPTED

QA County Parks and Public Landings

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Please sign and return this proposal by fax, email, or mail to attention Keith Harris at David A. Bramble, Inc.  
Fax: 410-778-3427  
Email: [kharris@davidabrambleinc.com](mailto:kharris@davidabrambleinc.com)

QUEEN ANNE'S COUNTY, MD  
 PARKS DEPARTMENT - PUBLIC LANDINGS DIVISION  
 MATAPKE PIER PARKING: 330069

	To Date as of 9/11/18	Proposed in bold
	\$62,500.00	
Approved Budget		
9/18/2018 Proposed Budget Amendment: \$70,000 Grant award from MD-DNR.		\$70,000.00
9/18/2018 Proposed Budget Amendment: Reduce Prior Year Fund Balance		-\$62,500.00
<b>Total</b>	\$62,500.00	\$70,000.00
<b>Expenditures:</b>		
Actual Cost		Proposed
Subtotal	\$0.00	\$0.00
9/18/2018 (Proposed) David A Bramble - Matapeake Landing Parking Lot Paving, Fall 2018 (partial funding)		\$70,000.00
Total Expenditures	\$0.00	\$70,000.00
Remaining Balance	\$62,500.00	\$0.00

QUEEN ANNE'S COUNTY, MD  
 PARKS DEPARTMENT - PUBLIC LANDINGS DIVISION  
 MAINTENANCE & IMPROVEMENT CAPITAL PROJECT: 330067

		To Date as of 9/11/18	Proposed in bold
9/11/2018	Approved Budget (MD-DNR Waterway Improvement Grants allocated to 330067)	\$138,566.00	
9/18/2018	<b>Proposed Budget Amendment: Adjust to reflect actual FY19 Grant Award</b>		<b>-\$5,000.00</b>
<b>Total</b>		\$138,566.00	\$133,566.00
<b>Expenditures:</b>			
	Item / Description	Actual Cost	Proposed
9/11/2018	Expenditures incurred as of 9/11/2018	\$81,462.95	\$81,462.95
9/18/2018	<b>David A Bramble - Matapeake Landing Parking Lot Paving, Fall 2018 (partial funding)</b>		<b>\$2,800.00</b>
<b>Total</b>	<b>Expenditures</b>	\$81,462.95	\$84,262.95
	<b>Remaining Balance</b>	\$57,103.05	\$49,303.05

RESOLUTION NO. 18-60

A RESOLUTION OF THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND REGARDING THE ANIMAL CONTROL COMMISSION AND THE ANIMAL WELFARE LEAGUE OF QUEEN ANNE'S COUNTY.

BE IT RESOLVED this \_\_\_\_ day of \_\_\_\_\_, 2018, by the County Commissioners of Queen Anne's County, Maryland, as follows:

- A. The Queen Anne's County Animal Control Commission ("ACC") shall designate one of their members to attend the meetings of the Board of Directors of the Animal Welfare League of Queen Anne's County ("AWL");
- B. A member of the ACC shall conduct a walk-through visit of the AWL kennel and facility at 201 Clay Drive, Queenstown, Maryland 21658 no less than once monthly.
- C. The ACC shall review the findings resulting from the walk-through visits and shall refer any significant findings to the County Commissioners of Queen Anne's County.

WITNESS the hands and seals of the County Commissioners of Queen Anne's County the year and date above written.

ATTEST:

THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY

\_\_\_\_\_  
Stephen Wilson

\_\_\_\_\_  
James J. Moran

\_\_\_\_\_  
Margie Houck

\_\_\_\_\_  
Jack N. Wilson, Jr.

\_\_\_\_\_  
Robert Charles Buckey

\_\_\_\_\_  
Mark A. Anderson