

January 9, 2017

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

Stephen Wilson  
James J. Moran  
Jack N. Wilson, Jr.  
Robert Charles Buckey  
Mark A. Anderson

**MEETING CALLED TO ORDER:**

The meeting was called to order at 8:00 a.m.

**CLOSED SESSION:**

Commissioner Moran not present during this portion of the meeting.

Pursuant to Section 10-503(c) of the State Government Article of the *Annotated Code of Maryland*, the County Commissioners went into closed session for the purpose of conducting an administrative function meeting; "The County Commissioners held a Closed Session on a motion of Commissioner Anderson, seconded by Commissioner S. Wilson, at 8:00 a.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 8:07 a.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant;

The Board discussed EDC by-laws and appointments.

**CLOSED SESSION:**

Pursuant to State Government Law Section 3-305(b), (7) to consult with counsel to obtain legal advice on a legal matter; "The County Commissioners held a Closed Session on a motion of Commissioner J. Wilson, seconded by Commissioner Anderson, at 8:30 a.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 8:45 a.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant; Patrick Thompson, Esquire, County Attorney; Lance Richardson and Rob Penny, QAC State's Attorney's Office.

The Board discussed acquiring reports from a county board.

**In open session:**

On a motion made by Commissioner Buckey, seconded by Commissioner Anderson, the Board unanimously agreed to forward the Bylaw changes to the EDC.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

On a motion made by Commissioner Buckey, seconded by Commissioner S. Wilson, the Board unanimously agreed to appoint Helen Bennett and Steve Donovan to a three year term to begin immediately and end December 31, 2020 and to appoint Jesse Parks to fill Kate Gray's remaining term on the Economic Development Commission to begin immediately and end December 31, 2018.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**MINUTES:**

On a motion made by Commissioner Buckey, seconded by Commissioner Anderson, the Board unanimously agreed to approve the Agenda, as revised, for the current meeting and Regular minutes of the December 12, 2017 meeting and Closed minutes of the December 12, 2017 meeting and ordered them stand as recorded.

**PRESS AND PUBLIC COMMENTS:**

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

**WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:**

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

**RES 18-01 – BROADBAND ADVISORY COUNCIL:**

On a motion made by Commissioner Buckey, seconded by Commissioner S. Wilson, the Board unanimously agreed to sign Resolution 18-01, to establish the Broadband Advisory Council. As part of the motion, Commissioner Anderson made comments on this topic.

**A RESOLUTION OF THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND ESTABLISHING THE BROADBAND ADVISORY COUNCIL; PROVIDING FOR THE DUTIES, MEMBERSHIP AND TERMS OF MEMBERSHIP THEREOF.**

WHEREAS, the County Commissioners of Queen Anne’s County deem it advisable to facilitate and expedite the provision of broadband internet service to the citizens of Queen Anne’s County;

AND WHEREAS, an advisory council with respect to the provision of broadband service and the financing thereof will provide assistance in achieving such broadband service;

NOW THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND this 9th day of January, 2017, as follows:

- A. There shall be a Broadband Advisory Council in Queen Anne’s County.
- B. The Broadband Advisory Council shall be comprised of members appointed by the County Commissioners and shall include up to two citizens residing in each County Commissioner District, one representative from the broadband industry who shall not necessarily be a resident of Queen Anne’s County, the Queen Anne’s County Director of Budget, Finance and Information Technology, the Queen Anne’s County Manager of Information Technology, a liaison from the County Commissioners and an alternate who shall serve in the absence of any other member.
- C. The members so appointed, with the exception of County staff, shall be given staggered terms of 1, 2 or 3 years upon their appointment. Therefore all members shall serve terms of three (3) years. Members may, in the discretion of the County Commissioners, be reappointed for subsequent terms.
- D. The Broadband Advisory Council shall advise and provide recommendations to the County Commissioners on the provision of broadband services in Queen Anne’s County, broadband infrastructure, financing of the same and any related matters.
- E. The Broadband Advisory Council shall adopt rules and regulations for the conduct of its meetings and shall annually select a Chairman, Secretary and any other officers deemed advisable or necessary.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**CLEAN CHESAPEAKE COALITION – FY 2018 CONTRIBUTION:**

On a motion made by Commissioner Buckey, seconded by Commissioner Anderson, Commissioner Moran opposed, Commission J. Wilson abstained, the Board agreed to approve the 2018 fees for the Clean Chesapeake Coalition. As part of the motion, a discussion was held between Commissioners Anderson, Buckey, Moran and Wilson on this topic.

Commissioners	Yes	No	Abstain
Moran		x	
J Wilson			x
S Wilson	x		
Buckey	x		
Anderson	x		

On a motion made by Commissioner S. Wilson, seconded by Commissioner Buckey, the Board unanimously agreed to appoint Commissioner Buckey as a member to the Clean Chesapeake Coalition and Commission S. Wilson as the alternate.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**SOLE-SOURCE PROCUREMENT FROM CAROUSEL/AIRBUS:**

Mr. Scott A. Haas, Department of Emergency Services Director, presented to the Board for their review and approval, Sole-Source Procurement from Carousel/Airbus.

The Department of Emergency Services has been awarded grant funding from the Emergency Number Systems Board (ENSB), Project # 18-089 for \$366,501.76. The purpose of this grant is to update the current VESTA 9-1-1 telephone system software and mapping solution. This update is necessary as the agency prepares for text2 9-1-1 and NG9-1-1 implementation. Enhancements as part of this grant include:

VESTA 7.1 Software update, SMS deployment ready  
 VESTA NG 9-1-1 Nena 13 Mapping solution  
 VESTA 9-1-1 Heads-Up Display  
 VESTA Analytics 3.1

This grant will also fund the on-site installation and all administrative training necessary for system implementation. The grant funds training for staff on how to answer text2 9-1-1 calls and utilizing the new VESTA mapping program. Once the installation is complete, the software and preventative maintenance obligation of the system will reside with the Department of Emergency Services with no increase to *any* existing maintenance contracts.

Due to already existing hardware, maintenance, and system monitoring agreements for the current VESTA 9-1-1 phone system, Department of Emergency Services is requesting sole source procurement from Carousel, to maintain continuity in the expansion of the system.

On a motion made by Commissioner Anderson, seconded by Commissioner Buckey, the Board unanimously agreed to approve the SoleSource Procurement Request for Carousel to provide supplies, materials, and labor in regards to the new installation of the VESTA 9-1-1 phone software totaling \$366,501.76. As part of the motion, a discussion was held between Commissioners Anderson, Buckey and J. Wilson on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**BLUE HERON NATURE PRESERVES – DNR/QAC GRANT AGREEMENT:**

Ms. Nancy E. Scozzari, Chief of Parks & Resource Planning, submitted to the Board for their review and approval, Blue Heron Nature Preserve – DNR/QAC Grant Agreement.

In October, 2017, the Queen Anne's County Commissioners, accepted the Chesapeake & Atlantic Coastal Bays Trust Fund grant awarded by the MD Department of Natural Resources in the amount of \$300,000. The Preserve consists of more than 300 acres lying just to the south of the Blue Heron Golf Course, bordered by Price Creek to the west and Maryland Route 8/Romancoke Road to the east.

The project will provide a measurable positive impact on water quality and habitat in the southern Kent Island area. This grant award will serve to develop pollinator habitat, habitat for ground dwelling and forest interior dwelling bird species, develop riparian buffers and vegetative

filter strips, conserve existing wetland habitat and exercise best management practices on-site to control runoff, and provide nutrient reduction from entering the waters of Price Creek and the Chesapeake Bay. Additionally, this project will provide a large tract of open space for passive recreation such as walking/hiking/birding/kayaking/primitive camping for scout groups, and wildlife observation.

There is no match funding required, however, WIP funds have been earmarked to be leveraged in order to help further the implementation of the grant objectives.

The Department of Parks in cooperation with DNR has completed the project Scope of Work. We are in receipt of the Grant Agreement between DNR and Queen Anne's County. Upon approval and signature from this Board of Commissioner St work may commence on January 15, 2018.

On a motion made by Commissioner Buckey, seconded by Commissioner Anderson, the Board unanimously agreed to sign the Grant Agreement between the MD Department of Natural Resources and Queen Anne's County, for the purposes of implementing the scope of work for the Blue Heron Nature Preserve; subject of the Chesapeake & Atlantic Coastal Bays Trust Fund 2017 Grant Award. As part of the motion, Commissioner Buckey made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**DRUG FREE COALITION BUDGET REQUEST:**

Sheriff Hofmann submitted to the Board for their review and approval, Drug Free Coalition Budget Request.

On behalf of the Queen Anne's County Drug-Free Coalition, and the Queen Anne's County Sherriff's Office, The Sheriff requested the County to amend the current County Budget in the amount of \$13,000. The funding will be allocated in the following way: \$12,500 for saturation patrols (proms, graduations, and "June Bug" week), and for "shoulder taps" at the local liquor stores; \$500 for advertisement of the events to youth, adults, and liquor stores. This request is for the balance of Fiscal Year 2017, January 1, thru June 30, 2017.

The Sheriff also requested \$15,000 for budget year 2018. This will be to continue saturation patrols, with similar emphasis, in the amount of \$14,000. Staff believes promotion, printing costs to be in the amount of \$1,000. The funding award is dependent on the continued success of the program.

Mr. Warren Wright explained, saturation patrols and alcohol compliance checks are evidence-based environmental strategies that are used throughout the nation to combat underage drinking. Environmental strategies change the community's behavior. The Office of the Sheriff has "zero tolerance" for violations of Maryland Laws pertaining to youth alcohol possession and use. The deputies observe and take enforcement actions on offenses such as Fake IDs, the purchase/furnishing alcohol to someone under age 21, enforcement on school grounds during events or dances, and interdiction of alcoholic beverages that pass thru Queen Anne's County during school graduation periods. With your help, alcohol compliance checks are regularly being done by the County Liquor Inspector, at a great savings to the County.

Although, lower than in previous years, the Youth Behavior Risk Survey still shows that Queen Anne's County youth "binge drink and drive" at alarming rates. Twenty-four percent of our Middle and High School Youth report that they have ridden in a vehicle with other youth who were drinking and driving.

On a motion made by Commissioner Moran, seconded by Commissioner Buckey, the Board unanimously agreed to approve \$13,000 allocation; \$12,500 for saturation patrols and \$500 for Advertising. As part of the motion, a discussion was held between Commissioners Buckey and J. Wilson on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**BUDGET AMENDMENT:**

On a motion made by Commissioner Buckey, seconded by Commissioner Anderson, the Board unanimously agreed to approve Budget Amendment CC-21. As part of the motion, a discussion was held between Commissioners Anderson and J. Wilson on this topic.

#	CC-21						Date	8/24/2017
Entered By _____								
<b>QUEEN ANNE'S COUNTY</b>								
<b>REQUEST FOR BUDGET AMENDMENT</b>								
<b>FY 2019</b>								
								Increase (Decrease) Amount
<b>Description of expenditure/revenue accounts to inc/(dec):</b>				<b>Fund</b>	<b>Account Code</b>			
increase	Aid to Agencies	Other Operating Grants		100	165040	34190	\$	68,523
increase	Aid to Agencies	Full Time Salary		100	165040	4003	\$	55,675

increase	Aid to Agencies	Social Security	100	165040	7100	\$	4,207
increase	Aid to Agencies	Health Insurance	100	165040	7200	\$	3,592
increase	Aid to Agencies	Pension System	100	165040	7300	\$	4,766
increase	Aid to Agencies	Workers Comp	100	165040	7400	\$	189
increase	Aid to Agencies	Life Insurance	100	165040	7600	\$	94
						<b>Net Increase in Expenditures</b>	<b>\$ 68,523</b>
<b>Justification:</b>							
This amendment provides budget authority to cover the salary and benefit costs for the Director of the Upper Shore Regional Council. The County will process							
payroll for this position and will receive reimbursement from the Upper Shore Regional Council. The total cost for the annual salary and benefits is \$104,981,							
however this position was vacant until December 5, 2017 therefore only 65% will be paid out in FY18.							
No additional County funds are requested.							

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**CHARACTER COUNTS:**

The Board presented Ms. Elaine Butler, Character Counts! the following Proclamation;

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

**WHEREAS**, all citizens have been called upon to embrace the “Six Pillars of Character” and incorporate these traits of good character into their daily lives; and

**WHEREAS**, the Character Counts! Pillar of the Month for January is “Fairness”; and

**WHEREAS**, Fairness is defined as impartial and just treatment or behavior without favoritism or discrimination; and

**WHEREAS**, Fairness has been a topic of much debate in the news recently, and considered a complicated and weighty issue; and

**WHEREAS**, Fairness is a simple practice our Character Counts students understand instinctively and are willing to embrace, it’s a lesson we adults can benefit from; and

**WHEREAS**, Fairness is the manner in which all citizens would wish to be treated, and how we should, in turn, treat others, we know when we are not being fair or not being treated with Fairness; and



**WHEREAS**, Fairness is a worthy goal, a community sharing the spirit of Fairness is a better, kinder place to live; and

**WHEREAS**, at this beginning of a new year it seems only Fair to consider how to help those who need assistance. There are numerous ways to aid those in need, doing so will make both the recipient and giver feel better; and

**WHEREAS**, Winter is dark and cold, with flurries of stress, and schedules and deadlines more numerous than the bright stars glittering through the night overhead, it seems only Fair to remind ourselves to take the time to enjoy the warmth of our community, to bask in the glow of family and friends;

**NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY**, do hereby designate the Character Counts! Pillar of the Month for January to be "Fairness".

**CERTIFICATE PRESENTATION:**

The Board presented Mr. Frank DiGialleonardo, a certificate for 10 years of loyal dedication and commitment to the Parks and Recreation Advisory Board.

The Board also presented Mr. Mark Lee (not present), a certificate for 11 years of loyal dedication and commitment to the Parks and Recreation Advisory Board.

**CARVILLE SUBSTATION UPGRADES OVERVIEW:**

Mr. Daryl Johnson, Delmarva Power Project Manager; Ms. Renee Stephens, Senior Public Affairs Manager for Government Affairs; Mr. John Helm, CAP Program Manager and Mr. Cory Buxton, Supervisor Engineers, Centreville presented to the Board for their review, Carville Substation Upgrades Overview.

- The corrective action plan (CAP) was filed in 2014 with the MD Public Service Commission in response to Delmarva Power failing to meet regulatory targets
- The corrective action plan currently underway is a commitment to a multi-year program to improve reliability of the system and optimize the way the system is operated.
- The key objectives of the plan are:
  - Addition of automated switches on the transmission system to speed restoration
  - Increase distribution tie switches and additional substation capacity
  - Evaluate overhead design when significant upgrades are planned and evaluate benefit to convert to underground construction
  - Advance the completion of the first cycle of tree trimming
  - Analyze significant outages and improve process to respond to outages
  - Distribution automation/recloser installation and operation

The Centreville Plan Is designed to:

- Improve reliability performance in the Centreville district to provide comparable performance for all Delmarva Maryland districts
- Provide a synergistic plan between transmission, substation, and distribution planning and engineering
- Upgrade feeders and substations to allow for a DA scheme to assure that no more than 500 customers lose power from a single outage
- Plan complete by year end 2018, full system reliability impacts will be seen in 2019

The Carville Substation Project Key Facts:

- Build a new 2SkV Carville Substation converting the existing 12kV feeders to 2SkV
- The new substation will be built on the existing #13723 Wye Mills to Church Line between Price Substation and Wye Mills Substation
- This will enhance reliability by creating additional tie points for all surrounding 25kV feeders including Chestertown Substation, Price Substation, Hillsboro Substation, Wye Mills Substation, and Grasonville Substation
- Tie points will be created that would minimize outages to 500 customers or less
- Will result in creation of new Distribution Automation (DA) Scheme in Centreville Region
- Construction start: Jan 2018
- Construction finish: Nov 30, 2018

## **LEGISLATIVE SESSION:**

Commissioner Moran introduced Amendment 2 to County Ordinance 17-17.

### **AMENDMENT NO. 2 TO COUNTY ORDINANCE NO. 17-17**

#### **AN AMENDMENT TO A BILL ENTITLED**

**AN ACT CONCERNING Amendments to Chapter 18:1 of the Code of Public Local Laws (the Queen Anne's County Zoning and Subdivision Regulations) Regarding Conditional Use Standards for Solar Arrays, Standards for Accessory Solar Arrays and Elimination of Solar Arrays in Open Space;**

**FOR THE PURPOSE OF amending pending County Ordinance No. 17-17 to revise the setback requirements contained therein;**

**BY AMENDING Section 18:1-95.S.(3)(d) in County Ordinance No. 17-17 as amended.**

#### **SECTION I**

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that County Ordinance No. 17-17 as amended by Amendment No. 1 thereto, be and is AMENDED by repealing and replacing Section 18:1-95.S(3)(d) as contained therein to read as follows:

Chapter 18 Land Use and Development

County Ordinance 17-17 will be forwarded to the Planning Commission for review and recommendations.

Commissioner Moran stepped out during this portion of the meeting.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Buckey, the Board unanimously agreed to adopt County Ordinance 17-18.

A BILL ENTITLED

“PUBLIC FACILITIES  
BOND AUTHORIZATION OF 2018”

A PUBLIC LOCAL LAW TO AUTHORIZE AND EMPOWER QUEEN ANNE'S COUNTY, MARYLAND, FROM TIME TO TIME, TO BORROW NOT MORE THAN SIXTEEN MILLION DOLLARS (\$16,000,000) FOR THE PUBLIC PURPOSE OF FINANCING OR REFINANCING CERTAIN PUBLIC FACILITIES, ALL AS MORE PARTICULARLY DESCRIBED HEREIN, AND TO EVIDENCE SUCH BORROWING BY THE ISSUANCE AND SALE AT PUBLIC OR PRIVATE SALE, UPON ITS FULL FAITH AND CREDIT, OF ONE OR MORE SERIES OF ITS GENERAL OBLIGATION BONDS IN LIKE PAR AMOUNT; EMPOWERING AND DIRECTING THE COUNTY TO ADOPT A RESOLUTION IN ACCORDANCE WITH SECTION 19-504(d) OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND (2013 REPLACEMENT VOLUME AND 2017 SUPPLEMENT) (THE “CODE”) PRIOR TO ISSUING ALL OR ANY PART OF THE BONDS; EMPOWERING AND DIRECTING THE COUNTY TO LEVY AD VALOREM TAXES IN RATE AND AMOUNT SUFFICIENT TO PROVIDE FUNDS FOR THE PAYMENT OF THE MATURING PRINCIPAL OF AND INTEREST ON THE BONDS AND PLEDGING THE COUNTY'S FULL FAITH AND CREDIT AND UNLIMITED TAXING POWER TO THE PAYMENT THEREOF; EXEMPTING THE BONDS FROM THE PROVISIONS OF SECTIONS 19-205 TO 19-206, INCLUSIVE, OF THE CODE; AUTHORIZING THE ISSUANCE OF REFUNDING BONDS; AND RELATING GENERALLY TO THE ISSUANCE AND SALE OF SUCH BONDS

Commissioners	Yes	No
Moran	absent	
J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**PRESS AND PUBLIC COMMENTS:**

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

**COMMISSIONER’S ROUNDTABLE:**

Commissioner J. Wilson discussed the following:

Wished everyone a Happy New Year  
 New Smoke Alarm Law, effective January 1, required to have 10 year lithium batteries smoke alarm if you plan to sell your home

Commissioner Buckey discussed the following:

Wished everyone a Happy New Year  
 Announced new jobs available in Queen Anne’s County

Commissioner Anderson discussed the following:

Hired New Parks & Recreation Director

Commissioner S. Wilson discussed the following:

Coldest time he can remember.

**CLOSED SESSION:**

Commissioner Buckey was absent during this portion of the meeting.

Pursuant to Section 10-503(c) of the State Government Article of the *Annotated Code of Maryland*, the County Commissioners went into closed session for the purpose of conducting an administrative function meeting; “The County Commissioners held a Closed Session on a motion of Commissioner J. Wilson, seconded by Commissioner Anderson, at 10:40 a.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland.” The Board adjourned in Closed Session at 10:50 a.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant;

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, Commissioner Anderson opposed, the Board agreed to extend the Shine Like Stars Preschool lease for one year at a cost of \$6.00 a sq. foot plus utilities.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Buckey	absent	
Anderson		x

There being no further business, they adjourned at 10:50 a.m. to meet again on Tuesday, January 23, 2018.

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EXECUTIVE ASSISTANT

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PRESIDENT