

March 13, 2018

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 8:15 a.m.

CLOSED SESSION:

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 J. Wilson, at 8:15 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 8:30 a.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant;

The Board discussed Boards/Commissions appointments.

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 J. Wilson, seconded by Commissioner Moran, at 8:45 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 9:00 a.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant; Kevin Karpinski, Esquire; Ms. Beverly A. Churchill, Department of Human Resources Director;

The Board discussed sexual harassment in the work place.

Commissioner Buckey left during this portion of the meeting.

IN OPEN SESSION:

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to appoint reappoint Paul Lombardo and Bob Zillig and appoint Leslie Sandoz to a three year term on the Bicycle & Pedestrian Committee to begin immediately and end February 29, 2021.

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

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to appoint Dale Walls, Ben Schaffle and Andrew Costello to a three year term on the Broadband Advisory Board to begin immediately and end March 31, 2021; to appoint Alison Davis to a two year term on the Broadband Advisory Board to begin immediately and end March 31, 2020; and to appoint Frank Frohn and Jacob Wargotz to a one year term on the Broadband Advisory Board to begin immediately and end March 31, 2019.

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

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to appoint Commissioner J. Wilson as the liaison and Commissioner Moran as the alternate on the Broadband Advisory Board.

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

MINUTES:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to approve the Agenda for the current meeting and Regular minutes of the February 27, 2018 meeting, as amended, and Closed Session minutes of the February 27, 2018 meeting and ordered them stand as recorded.

PRESS AND PUBLIC COMMENTS:

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

1. Alison Davis

DEPARTMENT OF PUBLIC WORKS – ADMINISTRATIVE/ENGINEERING:

Mr. Todd Mohn, Director of the Department of Public Works; Mr. David Remaniak, Chief of Engineering; Mr. Alan Quimby, Chief Sanitary Engineer; Mr. Shane Moore, Chief Roads Engineer and Mr. John Walden, Library Director met with the Board.

KENT ISLAND BRANCH LIBRARY:

Mr. Ramaniak presented to the Board for their review and approval, Kent Island Branch Library - Design and Contract Administration Services.

Manns Woodward Studios presented the results of their feasibility study and design program to the County Commissioners on February 13, 2018 recommending the design alternate that best fit the needs of the library and the constraints of the site and zoning requirements. The 12,200 sf addition with renovations to the existing library with associated improvements to the parking and storm water management was recommended. The Schematic Cost Estimate for this recommendation is \$7,172,278.69. It is estimated that the state will grant between \$1,000,000 to \$1,500,000 to the construction, furnishings and equipment for this project yielding an estimated net County cost for the construction of this project at approximately \$5,700,000 - \$6,200,000.

FY-18 the County Commissioners approved the funding of the design and construction contract administration with \$325,000 in capital funding to match the Maryland State reimbursable grant of \$325,000 for a total of \$650,000. In order to further maintain the continuity in funding from the state, Staff recommends proceeding with the procurement of architectural services. The first step is the advertisement of a Request for Proposals (RFP) for the architectural & engineering services necessary for the complete design along with construction contract administration.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to direct the Department of Public Works to publicly advertise an RFP for the architectural & engineering services necessary for the complete design and construction contract administration for the Kent Island Library Expansion & Renovation Project and proceed with the procurement process in accordance with the County's procurement policy. As part of the motion, a discussion was held between Commissioners Anderson, Moran, J. Wilson and S. Wilson on this topic.

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

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

CENTREVILLE TRAFFIC ENFORCEMENT LETTER:

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to sign the Centreville Traffic Enforcement thank you letter.

We wanted to take this opportunity to thank you and your fellow councilmen, Police Chief Charlie Rhodes and his officers and Town Manager Steve Walls and his staff for working tirelessly to ensure the traffic pattern changes in town run smoothly and efficiently.

Centreville Police officers have been directing traffic on Commerce Street through all types of weather to ensure motorist safety and your Public Works Department has been proactive in making the necessary traffic marking and signage changes to ease congestion and confusion. Without this level of involvement, the traffic in town could have been a complete nightmare.

Thank you and your staff again for a job well done! We would also encourage you to consider leaving Water Street permanently open to two-way traffic. This route seems to be much easier for the school buses and would ease congestion at Commerce and Broadway.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	

Buckey	absent	
Anderson	x	

KENNARD ALUMNI ASSOCIATION REQUEST FOR MHAA:

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to sign the Kennard Alumni Association request for MHAA grant funding Letter:

The Kennard Alumni Association seeks to secure funding to assist with the development, design, and installation of exhibits for the Kennard High School Cultural Heritage Center and African American History Museum, the upgrade of its website, and the development of new promotional materials for the center and its programs. The school is an important cultural and historic site in Queen Anne's County and served African American students for 30 years until the opening of an integrated high school in Centreville in 1966.

The Commissioners of Queen Anne's County fully supports the Kennard Alumni Association in its efforts to secure funds to complete this project. To date, the county has provided capital project funds totaling \$590,000 toward the building's restoration, which is almost complete.

The building will serve as a heritage center and museum, a destination for school groups and tourist alike, as well as providing educational and cultural programs for the youth and adults of Queen Anne's and neighboring counties.

Thank you for your consideration of this grant request and for your interest in the heritage and culture of Maryland's Eastern Shore.

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

FY2019 BUDGET – SPENDING & AFFORDABILITY REVIEW:

Mr. Jonathan Seeman, Budget & Finance & IT Director, submitted to the Board for their review and approval, FY2019 Budget – Spending & Affordability Review.

The County Code (Sections 5-25 and 5-26) establishing the Spending Affordability Committee (the "Committee") provides for advisory recommendations and other matters requested by the County Commissioners. There are several matters relating to the FY2019 budget which call for consideration by the Committee.

Mr. Seeman recommended a letter for the Commissioners to send to the Spending Affordability Committee (John Wilson, Anne MacKinnon, and Joe Zimmerman) for their review of spending affordability issues associated with the FY2019 budget.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to sign the letter to request a review by the Spending Affordability Committee of spending and affordability considerations with regard to the FY2019 budget. As part of the motion, Commissioner Anderson made comments on this topic.

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

PROPOSED CHANGE TO SANITARY DISTRICT MONTHLY BILLING ACCOUNTS:

Mr. Jonathan Seeman, Budget & Finance & IT Director, submitted to the Board for their review and approval, Proposed Change to Sanitary District Monthly Billing Accounts.

In the early 1990's, the Cloverfield's and Bay City subdivisions were levied an assessment to cover the cost of construction of water and sewer lines in their communities. As with all utility assessments, the fees are included with the customer's periodic utility bill.

At the time of this assessment, these customers were given the option to pay the assessment either monthly or quarterly (with the idea that being able to pay the assessment monthly may be easier for some customers). Only 571 customers chose the monthly billing plan at the time (the Sanitary District has over 7,500 customers in total, so this represents approximately 8% of accounts).

Now in 2018, with all of the assessments paid off, staff would like to move the monthly customers to a quarterly billing to be consistent with the vast majority of our accounts. Having all quarterly billings, rather than billings every month, would save the staff considerable time and make the utility billing process more efficient and provide cost savings for the Sanitary District.

Staffed requested to move the 571 Sanitary District Accounts that are billed on a monthly basis to be billed on a quarterly basis. The County Attorney has reviewed the request and has noted that the change would only require Sanitary Commission approval of the removal of the monthly rates from the schedule.

The customers of the Sanitary District would still be able to send monthly payments if they wish to do so. Since payments can be paid online and without a physical invoice payments can be made at any time - including the acceptance of pre-payments.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, Commissioner Anderson opposed, the Board agreed to change all monthly Sanitary District utility bill accounts to quarterly effective with the July 2018 billing. As part of the motion, Commissioner Anderson made comments on this topic.

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

FTA & MTA CERTIFICATES & ASSURANCES:

Ms. Catherine R. Willis, Department of Community Services Director, submitted to the Board for their review and approval, Federal Transit Administration (FTA) and Maryland Transit Administration (MTA) Certifications and Assurances.

The Board reviewed the FTA and MTA Certifications and Assurances packet required of the FY2019 Annual Transportation Plan for Queen Anne's County. Signing these documents informs FTA and MTA that the Queen Anne's County Area Agency on Aging certifies that it will operate the Public Transit System and the Statewide Specialized Transportation Assistance Program (SSTAP) in compliance with those certifications and assurances.

Patrick Thompson, County Attorney, has reviewed these documents and included a letter of Opinion of Counsel.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to sign the Authorizing Resolution for the Federal Transit Administration (FTA) and Maryland Transit Administration (MTA) Certifications and Assurances FY2019 packet to certify that the Queen Anne's County Department of Community Services Area Agency on Aging will operate the Public Transit System and the Statewide Specialized Transportation Assistance Program (SSTAP).

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

Anderson	x	
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REQUEST APPROVAL OF PLANS FOR THE CDBG PROGRAM:

Mr. Michael Clark, Chief of Housing & Family Services, submitted to the Board for their review and approval, Request approval of plans for the CDBG Program.

As recipients of a Maryland State Community Development Block Grant (CDBG) for the Chesterwye house on State St. in Stevensville, Maryland, and other future CDBG grant the following plans are required to be in place: Citizen Participation Plan, Residential Anti-Displacement and Relocation Assistance Plan, Fair Housing and Equal Opportunity Plan, Section 3 Plan, and Minority Business Plan. We are requesting the Commission's approval for each of these plans. These plans have been in place in Queen Anne's County for many years but must be approved every so often. Patrick Thompson, County Attorney, has reviewed these plans.

The Board reviewed a brief overview of each plan, provided below

Citizen Participation Plan:

The State requires a jurisdiction to adopt and maintain a written Citizen Participation Plan, which outlines and describes their efforts in soliciting citizen input and responding to concerns and questions. A jurisdiction's Citizen Participation Plan is effective for a five-year period.

Residential Anti-Displacement and Relocation Assistance Plan:

As a recipient of CDBG funds, grantees are required to adopt and maintain a Residential Anti-Displacement and Relocation Assistance Plan. This plan outlines the basic steps that would need to be taken to ensure that those displaced are made "whole" and do not suffer any economic loss. It is effective for a three-year period and must be updated and re-adopted when it expires if the grantee has active grants. This plan is rarely, if ever, relevant to the projects Queen Anne's County selects.

Fair Housing and Equal Opportunity Plan:

Each grantee must develop a Fair Housing and Equal Opportunity Plan. While it is required because the grantee received funding which passes through HUD, it is not just about the specific grant project. It is an encompassing look at the local jurisdiction and their policies and practices. The plan is also another certification by the grantee that they will promote equal access and nondiscrimination.

The grantee must assure that all CDBG funded projects and activities resulting from them are conducted in a manner, which will not cause discrimination on the basis of race, color, religion, sex, disability, familial status or national origin. The plan should certify that the grantee will comply with all State and federal laws and regulation regarding fair housing, non-discrimination, equal opportunity and civil rights. It is effective for a three-year period.

Section 3 Plan:

Section 3 of the Housing and urban Development Act of 1968, as amended, requires that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to low and very low income persons and to businesses that provide economic opportunities to low and very low income persons.

Each grantee must develop a Section 3 Plan. The plan should discuss the Section 3 requirements, outline the grantee's responsibilities, define the grantee's Section 3 Business and Employment Area, and provide basic procedural steps that the grantee will follow to document compliance efforts. It is effective for a three-year period.

Minority Business Plan:

Grantees must make good, faith efforts to see that minority and women owned businesses are provided opportunities as a result of CDBG funding. The regulations require grantees to take affirmative action to contract with minority business enterprises (MBE) and women business enterprises (WBE). The State CDBG program does not require set asides or participation quotas, but grantees are expected to make efforts to award contracts to MBE and WBE firms.

Each grantee must develop a Minority Business Plan. The plan should describe procedures and outreach efforts that will be made by the grantee to solicit for and hire MDEs and WBEs. It is effective for a three-year period.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to adopt the following plans:

- QAC Citizen Participation Plan 2018,
- QAC Residential Anti-Displacement and Relocation Assistance Plan 2018,
- QAC Fair Housing and Equal Opportunity Plan 2018,
- QAC Section 3 Plan 2018, and
- QAC Minority Business Plan 2018.

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

FIRST AMENDMENT TO LEASE, CHESAPEAKE BAY BEACH CLUB, GARDENS OF QUEEN ANNE:

Mr. Gregg A. Todd, County Administrator, presented to the Board for their review and approval, First Amendment to Lease, Chesapeake Bay Beach Club, Gardens of Queen Anne.

The Board reviewed the First Amendment of Lease between Queen Anne's County and the Chesapeake Bay Beach Club Gardens of Queen Anne Phase I (John Wilson). As you may recall in April of 2017, you signed the First Amendment to Lease, Gardens of Queen Anne, which amended the lease for the entire project, Phase I and II. This amendment is for Phase I only addresses discrepancies in the legal descriptions and plat of the Phase I project (additional area from Phase II was amended in to it) and reaffirms the Payment in Lieu of Impositions which addresses the property tax issue.

Staff has been working with Mr. Wilson on re-structuring the Phase II lease into two additional distinct phases to address his projected build-out. These amended leases will be forthcoming in the next few months.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to approve the First Amendment to Lease between Queen Anne's County and the Chesapeake Bay Beach Club, Gardens of Queen Anne project. As part of the motion, a discussion was held between Commissioners Anderson and S. Wilson on this topic.

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

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to approve the First Amendment to Lease between Queen Anne's County and the Chesapeake Bay Beach Club, Gardens of Queen Anne project.

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

**REQUEST FOR EXTENSION FOR DEVELOPMENT REVIEW FEE
REIMBURSEMENT REQUEST DOGWOOD ACRES PET RETREAT:**

Ms. Jean Fabi, Business Developer, submitted to the Board for their review and approval, Request for Extension for Development Review Fee Reimbursement Request Dogwood

Acres Pet Retreat Site Plan MISP #04-17-07-0004-C and Admin #04-17-07-0003-C.

At the September 12, 2017 meeting, the Board approved reimbursement of the development review fees for the two applications referenced above associated with the Dogwood Acres Pet Resort Project in the Matapeake Professional Park, in Stevensville. The amount of the reimbursement is \$6,139.00.

The Commissioners approved the request in accordance with the recommendation of the Economic Development Commission based on the following:

1. The project is proposing to create up to fifteen (15) new full-time jobs and up to thirty-five (35) part-time jobs. The company offers benefits, including health insurance. The jobs range from management positions with a salary of approximately \$50,000 to entry level positions, pet attendants, starting with an hourly wage of approximately \$11.00. The company will be recruiting employees from county residents.
2. The project, once completed, will result in an increase of the commercial rent property tax base. The value of project is estimated at \$3 million. The assessed value will be \$3.5 million.
3. The types of job opportunities to be created are diverse in that they vary in skill level required to secure a position.
4. The EDC also cited that the project is creating new jobs within the recently developed Matapeake Professional Park.

The site plan for the project received final approval by Department of Planning and Zoning on October 30, 2017. In accordance with Resolution 14-03, substantial construction with respect to the project, which has been interpreted to be installation and approval of the footings, must begin within six (6) months of receiving final site plan approval in order for the development review fees to be refunded in full. In the event that there is a failure to commence significant construction within six (6), the reimbursement of development review fees shall be null, void and no further force and effect. The County shall retain the development review fees in full. The Commissioners may, in their discretion, grant up to two (2) six (6) month extensions of the deadlines set forth herein upon a showing of exceptional circumstances justifying the same.

Kurt and Audrey Reichardt, the developers and owners of Dogwood Acres Pet Resort, requested six (6) month extension to deadline for substantial construction to commence due to delay caused by circumstances related to the transfer of ownership of the property. Should the request be approved by the County Commissioners, the date by which construction must be commenced would be extended to September 20, 2018.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to approve the request for a six (6) month extension for the development review fee reimbursement for the project entitled "Dogwood Acres Pet Resort". As part of the motion, a discussion was held between Commissioners Anderson and S. Wilson on this topic.

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

SELECTION OF CONSULTANT FOR THE NORTH COUNTY ECONOMIC IMPACT STUDY:

Ms. Jean Fabi, Business Developer, submitted to the Board for their review and approval, Selection of Consultant for the North County Economic Impact Study.

Background:

With the approval of the Board of County Commissioners, a Request for Bids to conduct an economic impact study for northern Queen Anne's County was released on January 2, 2018. The Economic Development Commission formed a subcommittee for the purpose of vetting the proposals and recommending a consulting firm. Members of the subcommittee are: Eric Hoffman, Chairman of the EDC; Helen Bennett and Steve Donovan, EDC Board Members; Chris Jakubiak, representing the Town of Church Hill; and Deborah Bowden, representing the Town of Barclay. County staff advisors are Helen Spinelli, Principal Planner with the Department of Planning and Zoning; and Steve Cohoon, Public Facilities Planner, as well as Jean Fabi of the Department of Economic and Tourism Development.

Four (4) bids (proposals) were received on February 6, 2018 from the following firms: Sage Policy Group, Inc.; Transportation Economics & Management Systems, Inc.; Towson University Regional Economic Studies Institute; and RKG Associates, Inc. Based on the information received, the subcommittee reviewed the proposals and narrowed the proposals for consideration to two (2), Sage Policy Group, Inc. and RKG Associates, Inc.

On February 25, 2018, the subcommittee interviewed Russell Archambault of RKG Associates, Inc., and Anirban Basu, Chairman and CEO of the Sage Policy Group, Inc., on February 26, 2018. The study will be funded through a combination of existing economic development funds and the Upper Shore Regional Council.

The timeline for the project was reviewed with both company representatives and each agreed to have the study completed by July 10, 2018. Based on the proposal received and the information provided during the interview, the subcommittee unanimously recommends Sage Policy Group be awarded the contract to conduct the North County Economic Impact Study.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to approve awarding the bid, to conduct the North County Impact

Study, in the amount not to exceed \$30,000, to Sage Policy Group, Inc. As part of the motion, a discussion was held between Commissioners J. Wilson and S. Wilson on this topic.

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

FY2019 COUNTY ADMINISTRATION’S BUDGET:

Mr. Jonathan Seeman, Budget & Finance & IT Director, presented to the Board for their review, FY2019 County Administration’s Budget.

The Departments submitted budget requests in January, and we have met with them to develop this balanced budget for you to consider. The budgets as well as the budget presentation will appear on the County’s website as well.

Commissioner Work Sessions have been scheduled for review of the budget during March and April, release of the Commissioner’s proposed budget on April 10, followed by public hearings on April 23, 24 and 25. The final budget adoption is scheduled for May 22.

For FY19, there is moderate revenue growth, and some continued fiscal uncertainty in future years, particularly in the income tax. The County’s two main revenue sources, property tax and income tax, grow by \$4 million. The one-third portion of the County reassessed in 2017 (Kent Island) shows growth of 8.6% vs. the previous assessment of three years ago. The FY2019 budget reflects sound financial management and continued compliance with county policies regarding issues such as debt management, use of fund balance and maintenance of the Rainy Day Fund. The budget is consistent with the County’s AAA bond rating.

The FY2019 budget grows by \$4.0 million or 3.0%, from \$134.1 million in FY2018 to \$138.1 million in FY2019. The recommended budget is based on no change in the property tax rate, remaining at \$0.8471 per \$100 of assessed value.

This budget reflects the recommendations of the County’s Spending Affordability Committee. The recommendations include use of fund balance only for one-time non-recurring expenditures, expenditure growth in accordance with revenue growth, and compensation increases sustainable in future years.

The expenditure increase of \$4.0 million includes a 2% salary increase for County employees. There are limited funds in the Contingency account to address \$0.9 million in

General Fund enhancement requests, primarily 12 requested additional positions. They are detailed in the accompanying presentation, and will be part of the Commissioners budget review.

The budget includes additional funding at the Maintenance of Effort level, or \$1.4 million for the Board of Education. The Board of Education has requested an additional \$4.0 million, or \$2.6 million above Maintenance of Effort. As you will see, after budget increases for necessary increases for benefits, debt service, and public health and safety, there are very few discretionary funds available beyond Maintenance of Effort.

In accordance with State law, the county plans to advertise and hold a hearing on the Constant Yield Tax Rate, that property tax rate which, based on the FY2018 total assessed value of properties, would produce the same amount of property tax revenue in FY2019 as in FY2018. Because assessments grew, the Constant Yield rate of \$0.8342 per \$100 of assessable base is lower than the proposed rate of \$0.8471 per \$100 of assessable base, by about 1.3 cents. Funding the budget at the current property tax rate results in about \$1 million in property tax revenue above the constant yield level. Again, the budget as proposed includes no change in the property tax rate.

The County's FY2019 capital budget is \$29.4 million, including a bond sale of \$13.9 million. The other funding sources include grants (\$4.1 million), capital budget fund balance (\$2.5 million), operating (Enterprise Funds) \$0.9 million, paygo funding (\$0.8 million) from the General Fund (fund balance) and other sources (\$7.2 million), primarily State loans for the Southern Kent Island sewer project.

The six year capital improvement program includes future year bond sales in accordance with the County's debt policy. Highlights of this year's capital budget include \$1.5 million for construction of the new County Courthouse; \$6.2 million for Board of Education projects including facility improvements, a multiyear technology plan, and security upgrades; \$1.3 million (primarily in grants) for the Department of Aging including transit projects and enhanced security for senior centers; \$1.6 million for Parks projects including parking lot paving, playground replacement, and trail development and maintenance; \$1.9 million for the county's asphalt overlay/road resurfacing project; and \$5.7 million in funding for the Southern Kent Island (SKI) sewer project.

HEALTH DEPARTMENT UPDATE:

Dr. Joseph A. Ciotola, Jr. M.D., Health Officer, presented to the Board for their review, Health Department Update.

Initiatives for Fiscal Year 2018

Go Purple Initiative - We are allocating funds to the Queen Anne's County Office of the Sheriff to assist with the *Go Purple Initiative*. This initiative will increase public awareness and

assist in the distribution of information regarding the opioid and overdose crisis in Queen Anne's County. We are in the process of hiring a peer recovery specialist to assist with this endeavor.

- Community Wellness and Living Healthy - The Queen Anne's County Department of Health offers Wellness Services to the community. This endeavor consists of Community Health Nurses working with local community providers, businesses and partners to offer cholesterol, glucose, blood pressure screenings, and health education information relating to dental health, diabetes, nutrition, hypertension and other health-related topics. Our goal is to promote and provide services for a healthy community by increasing awareness of chronic diseases and prevention control.
- Hypertension and Tobacco Screenings in Oral Health Practices - The Queen Anne's County Department of Health has partnered with local dental practices to implement system changes to improve the identification of patients with high blood pressure and tobacco usage. The collaboration consists of standardization of screenings for high blood pressure and tobacco usage during routine dental care and improves communication between oral health professionals and other health care providers/practices.
- The Maryland Children's Health Program at the Queen Anne's County Department of Health has begun Governor Hogan's 'Inmate Initiative'. MCHP staff visits the Queen Anne's County Detention Center every Tuesday morning to sit with incarcerated individuals to assist them with Maryland Medicaid eligibility through the Maryland Health Connection website. This Medicaid eligibility will enable incarcerated individuals to seek care upon release as well as prescriptions without delay. Those that require admission to the hospital during their incarceration will also be covered by Medicaid. Since the inception of the program, 81 incarcerated individuals have been enrolled.
- National Public Health Week - We will celebrate this annual event the week of April 2nd through 6th. The year's topic will be "Healthiest Nation 2030 – Changing Our Future Together". During each day of Public Health Week, we will focus on one public health topic thought to be important in our future success in creating the healthiest nation possible.
- The Ryan White HIV/AIDS Program has recently hired a Community Health Outreach Worker. She is focused on providing HIV educational materials and testing information to community groups, faith-based organizations, and high-risk populations.
- "Stop the Bleed!" - Dr. Ciotola desires training with "*Stop the Bleed*" kits for all Department of Health staff. These kits are in all schools and county buildings. The training will be March 23, 2018.
- WIC - The State of Maryland's Women, Infants & Children (WIC) Program implemented a Maryland WIC smartphone app that makes shopping and keeping appointments easier for WIC families.

DEPARTMENT OF EMERGENCY SERVICES UPDATE:

Mr. Scott A. Haas, Director; Scott Wheatley, Assistant Chief of Emergency Services; and Jim Alfree Assistant Chief of Communication, presented to the Board for their review, Department of Emergency Services Update.

Old Technology versus New

Current 9-1-1 (Copper)

NG 9-1-1 (Computer IP ESInet)

ESInets Are a Game Changer for Public Safety and the First Step to Next-Gen 9-1-1

- Nationwide Infrastructure Across Many Carriers
- ESInet, (Emergency Services Internet Protocol Networks)
- IP Internet Protocol Networking
- Fiber Optic Networks
- New Features and Enhancements
- Text to 9-1-1
- Multimedia Messaging
- Geo-Spatial Routing
- Allows for New IP Based Technology

Current Staffing

- Paramedic 500 is currently staffed 7 days a week, 365 days a year from 7 am to 7 pm (0700-1900)
- In 2017, Paramedic 500 responded to 392 incidents.
- In 2017, Paramedic 500 transported 249 patients to area hospitals.
- In 2017, QACDES transported 2,294 total patients.

Paramedic 500's Calls Received After Hours in FY-17

- Between the hours of 7 pm to 7 am (1900-0700), there were 256 incidents in Paramedic 500's Primary Response Area that they would have responded to. During these hours, EMS incidents were handled by other units: Paramedic 400 from Centreville, Paramedic 600 from Sudlersville, or mutual aid from Kent County or Caroline County. This increased the time it took for an EMS Unit to arrive on scene due to the increase in travel distance.
- The most significant amount of calls received after 7 pm were in the Kingstown area with 66 calls answered by other units

Changes

- The future of Chester River Hospital is unknown. In addition, the current Delaware Route 1 and Route 301 expansion will cause First Responders to experience an increase in the number of incidents.
- The current hospital “turnaround time” is dramatically increasing due to Emergency Room overcrowding.
- By enhancing Paramedic 500 to twenty-four-hour operations, this ultimately benefits the citizens and visitors by maintaining rapid response times throughout the County.

DEPARTMENT OF PLANNING & ZONING UPDATE:

Mr. Michael Wisnosky, AICP, PP, Director, presented to the Board for their review, Department of Planning & Zoning Update.

The Department of Planning and Zoning collaborated with QAC -TV to create a short video championing the relationships the department has fostered with the private sector to enhance our ability to serve Queen Anne's County Citizens. The video will cover the following areas:

- I. Healthy Waters Roundtable - Chesapeake Bay Foundation partnership to advance WIP projects
- II. Eastern Shore Land Conservancy Coastal Resilience Program grant to help assist with identifying areas of flooding and sea level rise and techniques to mitigate property damage.
- III. Shore Rivers, formerly known as Midshore Riverkeepers - numerous projects throughout the county and support educating our residents on best practices.

SOIL CONSERVATION PROPOSED FEE INCREASE REVIEW:

Commissioner S. Wilson stepped out during this portion of the meeting.

Mr. Toni Riggi, District Manager, presented to the Board for their review, Soil Conservation Proposed Fee Increase Review.

Maryland Environmental Code §46 103 provides for Soil Conservation Districts to recommend a fee system to cover the cost of reviewing and approving Erosion and Sediment Control Plans subject to §8-311 of the Agricultural Article. Each year the District may develop a fee system to cover reasonable costs for the succeeding year. A thorough evaluation of the District's revenue versus expenses for local Erosion and Sediment Control Program was completed in December 2017. This review determined that additional revenue is necessary to Support the District's erosion and sediment control program at its current level.

The current fee schedule for QASCD was last revised in 2007 with additions made in 2015 for Agricultural Stormwater Management review and Poultry site Erosion and Sediment

Control Plan review. With the costs associated with the District's Contracted Plan Reviewer, the use and maintenance of a vehicle to conduct pre construction meetings and inspections, and the pro-bono review the District provides for County and Municipal projects, expenses are exceeding the revenue stream.

In addition to these existing fee increases, the District is requesting it be authorized to require a fee for Potential Poultry Site Preliminary Investigation. Recently, this process has taken up to 20 hours per site to complete the investigation to determine if the site is suitable and will meet the requirements of all of the parties involved in the construction of a new poultry site.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to pass the rate increase and the proposed site increases.

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

S. Wilson returned at this portion of the meeting.

OPIOID LITIGATION:

Elizabeth Smith, Esquire and David Ackerman, Esquire with Motley Rice, LLC; presented to the Board for their review, Opioid Litigation.

One part of the solution to the opioid crisis can be to hold responsible pharmaceutical companies that misled patients and prescribers to over-prescribe opioid painkillers by misrepresenting the risks and benefits of opioids for chronic pain, especially the risk of addiction, and distributors who failed to take seriously their responsibility to identify and refuse to fill suspicious orders and who flooded many areas with opioids. Many state and local governments, faced with the human and financial toll of the catastrophic opioid epidemic, are evaluating potential litigation and filing litigation against opioid manufacturers, distributors, and other defendants for their roles in creating and fueling this crisis.

On the manufacturer side, Motley Rice is currently pursuing on behalf of other government clients:

- Purdue Pharma (OxyContin, MS Contin, Dilaudid, Dilaudid-HP, Butrans, Hysingla, and Targiniq)
- Teva and Cephalon (Teva acquired Cephalon in 2011) (Actiq, Fentora, generic opioids)

- Janssen, Johnson & Johnson, and Depomed (Janssen is wholly owned sub of J&J, Depomed acquired rights to Nucynta and Nucynta ER in 2015) (Duragesic, Nucynta ER and Nucynta)
- Endo (Opana ER, Opana, Percodan, Percocet, generic opioids)
- Insys (Subsys)

On the distributor side, in some cases Motley Rice has named "the big three" distributors as Defendants: Cardinal, McKesson, and AmerisourceBergen. These three companies control 90% of the nationwide opioid market.

The potential remedies available include:

- Injunctive terms
- Stop deceptive marketing, which is ongoing
- Re-educating doctors and consumers
- Drug disposal
- Stop widespread distribution/oversupply

FCO Penalty (3x false claim)

Damages to County, including direct spending, but also potentially indirect damages:

- Direct spending on medically unnecessary opioid claims through a self-funded health insurance plan or workers' compensation insurance program.
- Medication-assisted therapy (Suboxone, e.g.) or overdose reversal drugs (Narcan, e.g.) through County-funded programs, including jails or any County-run rehabilitation programs
- Emergency response costs relating to opioid overdose,
- Costs incurred by the County for increased foster care placements or use of wraparound services for children with an addicted parent
- Increased criminal justice costs as a result of opioid addiction
- Increases in diagnoses and treatment through County-funded health programs for HIV or Hepatitis C as a result of injecting drugs due to opioid addiction

Jurisdictions can choose to file their case in state or federal court. All of the federal cases have been consolidated in an MDL in the Northern District of Ohio. Defendants have recently been removing most state-filed cases to federal court. After the case is removed, it is transferred to the MDL. Cases originally filed in federal court are also transferred to the MDL.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to hire Motley Rice to represent us in the Opioid Lawsuit.

Commissioners	Yes	No
Moran	x	
J Wilson	x	

S Wilson	x	
Buckey	absent	
Anderson	x	

LEGISLATIVE SESSION:

Commission J. Wilson introduced County Ordinance 18-06:

A BILL ENTITLED

AN ACT CONCERNING Tax Credits for Dwellings Owned by Disabled Law Enforcement Officers or Rescue Workers or Spouses of Fallen Law Enforcement Officers or Rescue Workers.

FOR THE PURPOSE of amending Section 5-10.2 of the Code of Public Local Laws to conform the same to the current enabling legislation contained in Section 9-210 of the Tax-Property Article of the Annotated Code of Maryland; extending the deadline for qualifying for the tax credit provided by Section 5-10.2 from two (2) to ten (10) years;

BY AMENDING Section 5-10.2 of the Code of Public Local Laws of Queen Anne’s County, Maryland.

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:
MACo Legislative Update

Commissioner Anderson discussed the following:
Budget review

Commissioner Moran discussed the following:
Paint the town purple

Commissioner S. Wilson discussed the following:
Commissioners & the Sheriff have meeting with the Board of Education regarding security
Budget review

There being no further business, they adjourned at 12:00 p.m. to meet again on Tuesday, March 20, 2018.

EXECUTIVE ASSISTANT

PRESIDENT