

August 14, 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 (absent)
Mark A. Anderson

MEETING CALLED TO ORDER:

The meeting was called to order at 8:50 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 J. Wilson, seconded by Commissioner Moran, at 8:50 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; and Ms. Margie Houck, Executive Assistant.

The Board discussed Boards/Commissions.

IN OPEN SESSION:

On a motion made by Commissioner Anderson, seconded by Commissioner Moran, the Board unanimously agreed to amend Resolution 18-02 that the word shall be changed to ‘may’. As part of the motion, Commissioner Anderson made comments on this topic.

B. The Broadband Advisory Council shall be comprised of members appointed by the County Commissioners and shall may include up to two citizens residing in each County Commissioner District,

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 Ed Cummins to a two year term on the Broadband Advisory Board to begin immediately and end March 31, 2020.

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 J. Wilson, the Board unanimously agreed to appoint Betsy Rector to a three year term on the Social Services Advisory Board to begin effective immediately and end June 30, 2021.

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 the minutes of the July 24, 2018.

PRESS AND PUBLIC COMMENTS:

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

1. Linda Friday

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

The Board reviewed various correspondence with Mr. Todd Mohn, Director of the Department of Public Works.

CHESTERWYE CENTER:

Mr. Michael R. Clark, Community Partnership for Children and Families Director, submitted to the Board for their review and approval, Signature Requested for Chesterwye Center — Semi Annual Progress Report- Grant Number MD-16-CD-13.

A signature from the President of the Board of County Commissioners is required on the CDBG Semi-Annual Progress Report to comply with the Maryland Community Development Block Grant for the construction of the Chesterwye Center. This will be the final progress report for this project. The construction is complete and we have received the occupancy permit.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to sign the Semi-Annual Progress Report as presented for the CDBG number MD-16-CD-13, regarding Chesterwye Center, which covers the time period of January 1, 2018 through June 30, 2018.

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

MATAPEAKE INDUSTRIAL PARK GRANT:

Mr. Michael R. Clark, Community Partnership for Children and Families Director, submitted to the Board for their review and approval, Signature Requested for Matapeake Industrial Park Grant — Semi Annual Progress Report - Grant Number MD-11-ED-70.

A signature from the President of the Board of County Commissioners is required on the Semi Annual Progress Report for grant number MD-11-ED-70 which regards the Matapeake Industrial Park grant. The form has been completed by the staff in the Division of Housing after talking with the representatives of the two businesses located in the Industrial Park who are eligible to be included in the progress reports. The grant has been in effect since 2011 when the original award of \$575,000 was made. The park is adjacent to the Matapeake Beach and Clubhouse facility.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to sign the Semi-Annual Progress Report as presented for the CDBG number MD-11-ED-70, regarding Matapeake Industrial Park, which covers the time period of January 1, 2018 through June 30, 2018. 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	

SHERIFF’S OFFICE:

Ms. Teresa Ward, Department of Budget, Finance & Information Technology, submitted to the Board for their review and approval, Equitable Sharing Agreement and certification For the Queen Anne’s County Sheriff’s Office.

The report is the Annual Certification Report that is filed with the Department of Justice every August. In prior years, the Sheriff’s Office received Confiscated Federal Funds and we were required to report how this money was spent. The Sheriff’s Office didn’t receive any federally confiscated funds during FY18 nor did they have a beginning balance; however this report must be submitted if the Sheriff’s Office still wants to participate in the Equitable Shared Program and receive funds in the future.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Anderson, the Board unanimously agreed to have the Commission President initial beside his name on Page 4 of the Equitable Sharing Agreement & Certification for the QAC Sheriff’s Office.

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

DRUG TASK FORCE:

Ms. Teresa Ward, Department of Budget, Finance & Information Technology, submitted to the Board for their review and approval Equitable Sharing Agreement and Certification for the Queen Anne’s County Drug Task Force.

The report is the Annual Certification Report that is filed with the Department of Justice every August. In prior years, the Drug Task Force received Confiscated Federal Funds and we are required to report how this money is being spent. There are no County funds included in this report — it is all Federal money.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to have the Commission President initial beside his name on Page 4 of the Equitable Sharing Agreement & Certification for the QAC Drug Task Force.

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

PROPERTY LIENS:

Ms. Vivian Swinson, Zoning Administrator, submitted to the Board for their review and approval, Property Liens.

- Map 1, Grid 24, Parcel 44, 108 Groff Road, Millington, MD (\$1489.38)
- Map 5, Grid 22, Parcel 135, 208 Burchard Sawmill Road, Chestertown, MD (\$650.00)
- Map 36, Grid 12, Parcel 69, 174 W. Goldfinch Lane, Centreville, MD (\$340.00)
- Map 57, Grid 21, Parcel 284, 121 Newtown Road, Chester, MD (\$220.00)
- Map 80, Grid 12, Parcel 3, 102 Monoponson Drive, Stevensville, MD (\$220.00)
- Map 70, Grid 00, Parcel 105, 112 South Carolina Road, Stevensville, MD (\$235.00)
- Map 56, Grid 00, Parcel 397, 904 Chesapeake Drive, Stevensville, MD (\$250.00)
- Map 70, Grid 00, Parcel 105, 542 Talbot Road, Stevensville, MD (\$235.00)
- Map 70, Grid 00, Parcel 105, 365 Wicomico Road, Stevensville, MD (\$235.00)
- Map 58H, Grid 9, Parcel 139, 4136 Main Street, Grasonville, MD (\$160.00)
- Map 58H, Grid 12, Parcel 281, 120 Collier Road, Grasonville, MD (\$1985.03)

An independent contractor hired by the Zoning Office to cut grass at the above referenced addresses after the property owner ignored repeated attempts by the Zoning Inspector to get the site to comply with Queen Anne’s County Code Chapter 19 Article II § 19-2 L. (2) which states: A person may not allow any vegetation to grow higher than 12 inches on any lot or parcel that is: (a) Less than three acres in size; and (b) located in an approved or recorded residential subdivision or any part of which is within 200 feet of a neighboring residence. Section 19-3 B Nuisance prohibited. A person may not place, deposit, constitutes a nuisance under this Part 1. Namely 19-1 Junk — old or scrap: A. Copper and brass; B. Rope; C. Rags; D. Batteries; E. Paper; F. Trash; G. Rubber debris, including tires; H. Waste; I. Iron, steel and any other old scrap material, including wrecked, scrapped, ruined, or dismantled motor vehicles or motor vehicle parts; or J. Household appliances.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to approve the Resolutions to place a lien on each of these properties.

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

FY2020 DNR – WATERWAY IMPROVEMENT GRANT:

Mr. James Wood, Public Landings Supervisor, submitted to the Board for their review and approval, FY 2020 DNR - Waterway Improvement Fund Grant Application authority.

The Department of Parks and Recreation, Public Landings Division requested approval to authorize the Director of Parks and Recreation to sign and submit a FY 2020 Waterway Improvement Fund (WIF) Grant request to MD-Department of Natural Resources (DNR).

Per the approved capital budget, Queen Anne's County Public Landings intends to request \$75,000 of 50% matching funds from MD-DNR for improvements to Deep Landing bulkhead. Staff is reviewing cost estimates for the Deep Landing project and other locations that may be eligible for the WIF grants. The WIF grant requests are due August 20, 2018.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to approve authorize the Director of Parks and Recreation to sign and submit the application for MD-DNR Waterway Improvement Fund grant request.

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

FY2019 DNR – WATERWAY IMPROVEMENT GRANT:

Mr. James Wood, Public Landings Supervisor, submitted to the Board for their review and approval, FY 2019 DNR - Waterway Improvement Fund Grant Agreements and MOU.

The Department of Parks and Recreation, Public Landings Division requested approval to enter into three (3) Grant Agreements and one (1) Memorandum of Understanding (MOU) with Maryland Department of Natural Resources (DNR) for grants and loans awarded for fiscal year 2019.

Governor Hogan’s May 18, 2019 letter to the Commissioners announced \$1,402,500 of grant and loans awarded for all three projects Queen Anne’s County requested. The letter stated that DNR would provide Grant Agreements with the terms and conditions associated with the funding.

Queen Annes County Public Landings also received a \$12,000 Sanitary Service Contract Grant to offset a portion of the costs for providing portable toilets at the Public Landings. Beginning in FY 2019, DNR now requires a MOU for these grants.

The Grant Agreements and MOU are for the following projects:

- Additional \$400,000 for Kent Narrows Dredging
- \$202,500 grant for the Visitor Center bulkhead replacement (50% matching fund grant)
- \$800,000 loan for Prices Creek Dredging (for tax district for a portion of Queen Anne Colony property owners to be repaid over 25 years, the community has obtained a permit)
- \$12,000 Sanitary Service Grant to QA Public Landings (for portable toilets at Public Landings)

Total funding for the grant agreements and the MOU is \$1,414,500.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve that QAC enter into three (3) Grant Agreements and one (1) Memorandum of Understanding with MD-DNR for Waterway Improvement Fund Grants and loans awarded for FY2019. As part of the motion, a discussion was held between Commissioners Moran and S. Wilson on this topic.

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

BUDGET AMENDMENT:

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve Budget Amendment CC-25.

**QUEEN ANNE'S COUNTY
REQUEST FOR BUDGET AMENDMENT
FY2018**

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Increase
(Decrease)
Amount

Description of expenditure/revenue accounts to increase/(decrease):				Account Code		
increase	Community Partnerships	Local Care Team	state operating grants	682010	33590	\$ 25,000
increase	Community Partnerships	Local Care Team	salaries	682010	4003	\$ 20,750
increase	Community Partnerships	Local Care Team	fica	682010	7100	\$ 1,445
increase	Community Partnerships	Local Care Team	health ins	682010	7200	\$ 978
increase	Community Partnerships	Local Care Team	pension	682010	7300	\$ 1,700
increase	Community Partnerships	Local Care Team	workers comp	682010	7400	\$ 85
increase	Community Partnerships	Local Care Team	life ins	682010	7600	\$ 42

Justification:
 To amend budget to accurately reflect revenues provided by Governor's Office for Children through the Local Care Team (LCT) program and expenditures allowed by same grant for FY2018. This grant covers 60% of salary and fringe of the LCT Specialist - the other 40% is covered through 680010-4003. It also provides a percentage to the Director's salary and fringe for supervision of the LCT Specialist. These funds became available in January 2018.

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

COUNTY NETWORK FIBER EXPANSION:

Ms. Megan DelGaudio, IT Manager/GIS Specialist II, submitted to the Board for their review and approval, County Network Fiber Expansion of Service.

This is a request to contract with Atlantic Broadband for dark fiber construction and lease to four County office buildings. These include Parks and Recreation, Tourism, Percy Thomas Senior Center and Grasonville Senior Center. Construction costs are estimated to be \$187K with an annual maintenance fee of \$14.4K. This will enable these sites to connect to the current County network which will greatly improve connectivity and provide the opportunity for technology enhancements (IP phones, stable Wi-Fi, software as a service application).

Historically the County has worked with the Skyline Network Engineering firm to construct fiber and pay for maintenance through the State Department of Information Technology. Estimated costs for construction were also provided by Skyline for \$520K and \$9K of annual maintenance. As you can see, contracting with Atlantic Broadband will result in significant savings.

These expenditures are available in both the capital and operating budgets. Current capital funds available are \$1,326,742 in an existing capital project. Funds available in the operating budget will be sufficient to cover costs for FY19 and will be requested to increase by \$14.4K annually in FY20 for maintenance.

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to approve the Resolutions to place a lien on each of these properties. As part of the motion, a discussion was held between Commissioners Anderson and Moran on this topic.

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

PUBLIC HEARING:

The County Commissioners of Queen Anne’s County, Maryland held a public hearing at 9:35 a.m. in the County Commissioner’s Meeting Room in the Liberty Building, 107 N Liberty Street, Centreville, Maryland 21617 to receive public comments on County Ordinance 18-09.

Patrick Thompson, Esquire, County Attorney conducted the hearing on behalf of the County and noted all legal requirements had been met.

COUNTY ORDINANCE NO. 18-09

A BILL ENTITLED

AN ACT CONCERNING Exemptions from the Queen Anne’s County Sanitary District Ready-to-Serve Charge;

FOR THE PURPOSE OF increasing the adjusted gross annual household income below which properties shall be exempt from ready-to-serve charges to \$30,000.00; providing for annual increases in such threshold based on a cost of living index; and generally addressing and revising the provisions on exemptions from ready-to-serve charges imposed by the Queen Anne’s County Sanitary District;

BY AMENDING Section 24-38 B.(5) of the Code of Public Local Laws of Queen Anne's County, Maryland.

No persons gave public testimony.

On a motion made by Commissioner Anderson, seconded by Commissioner Moran, the Board unanimously agreed to adopt County Ordinance 18-09.

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

DEPARTMENT OF EMERGENCY SERVICES UPDATE:

Mr. Scott A. Haas, Director, Lori Morris, Acting Assistant Chief of Special Operations Joseph "Weather Joe" Cichocki, Emergency Management Associate Department of Emergency Services Director; Sheriff Hofmann; presented to the Board for their review, Department of Emergency Services Update.

Animal Control

- Calls for Service since Jan 1, 2018
 - 341 Calls for Service
 - 257 Total Animals transports to shelter
- Equipment Upgrade including new box
- Equipment Accountability in Operative IQ
- County Ordinance 18-07

Emergency Management

- Storm Ready Community – May 2018
 - Weather Joe
- Know your Zone campaign
 - www.qacdes.org
- Planning
 - 4th of July
 - Paddlepalloza
 - 10K Across the Bay
- Hazardous Mitigation Plan – 5 years
- Debris Management Plan

Community Emergency Response Team

- Completed two CERT Training Class
 - Vincit Building 7/16 – 8/3
 - Board of Elections 7/31-8/2
- Kent Island Volunteer Fire Department
 - 8/6-8/22
- North County to begin in the Fall
- Goals – to develop countywide CERT Programs and a DES auxiliary staff for major events

Training

- Executive Series Training Program
- Developing a Training Program for new recruits in Communications & Animal Control
- Assisting in CPR and Stop the Bleed Training countywide
- Working with the Office of the Sheriff to keep initial certification and in service training hours

Sheriff Hofmann presented the Beach to Bridge plan:

Mission of Plan:

This assignment is comprised of Deputy Sheriffs assigned to US Route 50 to encourage motorists to safely and efficiently travel to the Bay Bridge without the delay of being directed to clogged side routes by mobile traffic applications often seen in newer vehicles and with hand held devices.

Reason for implementation:

Growing concerns of first responders not being able to access the fire companies during a heavy traffic period on State Route 18. Community members, voicing concerns about accessibility to local businesses, hospitals and length of travel time on Route 18 during peak periods.

Funding Source:

Queen Anne's County, authorized by Sheriff Gary Hofmann on the funding authority of Greg Todd, County Administrator. Pay Code: SHAQAC50 110042

Staffing Levels and sources:

The staffing is on a volunteer basis with overtime being paid (similar to construction zones, special events). The current staffing levels of patrol groups will not be depleted to manage this plan. All patrol sectors will still have their minimum coverage so as not to impact the level of service.

Supervisor Authority

The Sheriff, Major or his designee will always be on scene to assist in the management of the plan. Currently, the Sheriff or Major have been at all assignments as direct supervisors. The Sheriff serves as the Chief Law Enforcement authority in Queen Anne’s County and has the ability/authority to direct, supervise and mandate any actions regarding response, implementation and direction of Law Enforcement for the betterment and safety of all persons who may be influenced by a critical incident, emergency or situation, as deemed by the Sheriff or his designee.

AGRICULTURAL LAND PRESERVATION EASEMENT APPLICATION:

Ms. Donna K. Landis-Smith, Soil Conservation Aide/ Land Preservation, presented to the Board for their review and approval, Agricultural Land Preservation Easement application on the lands of:

- Laura M. Bostic, Luanne M. Coleman and Katherine E. Liskow - Sudlersville
- Phillip E. and Jo Ann Councill - Centreville
- Howard Dean - Church Hill
- Harry A. and Sharon L. Eaton Trustees - Queen Anne
- Knight Farms LLC - Barclay
- Donald Leager - Centreville
- Mason’s Legacy LLC - Ruthsburg
- Ripley Family Farm LLC - Centreville
- Kenneth and Lone Stayer - Church Hill

The Easement applications received a favorable recommendation from the Local Agricultural Advisory Board.

On a motion made by Commissioner Anderson, seconded by Commissioner Moran, the Board unanimously agreed to approve the above nine MALPF easement applications be submitted to the MALPF Board of Trustees for approval and submission for appraisal.

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

LEGISLATIVE SESSION:

Commissioner J. Wilson introduced County Ordinance 18-02:

A BILL ENTITLED AN ACT CONCERNING Mini Warehouses in the Town Center (TC) Zoning District in Queen Anne's County;

FOR THE PURPOSE of permitting the expansion of existing mini warehouses in the Town Center (TC) Zoning District as a conditional use under Title 18:1 of the Code of Public Local Laws of Queen Anne's County, Maryland; providing that such expansion shall be permitted for Mini Warehouses in operation as of September 7, 2004; limiting expansion of such Mini Warehouses to fifty percent (50%) of the floor area existing on September 7, 2004; and generally dealing with and regulating the expansion of mini warehouses in the Town Center (TC) Zoning District;

BY AMENDING Sections 18:1-28C. and ADDING Section 18:1-58N. to the Code of Public Local Laws of Queen Anne's County.

Commissioner Moran introduced County Ordinance 18-10:

A BILL ENTITLED AN ACT CONCERNING Property Tax Credits for Certain Veterans and their Spouses;

FOR THE PURPOSE of adopting the property tax credit authorized by Section 9-258 of the Tax-Property Article of the Annotated Code of Maryland for the dwellings of certain veterans and the surviving spouses of such individuals;

BY ADOPTING a new Section 5-10.6 of the Code of Public Local Laws of Queen Anne's County, entitled "Dwellings of certain veterans; tax credits".

PRESS AND PUBLIC COMMENTS:

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

1. Jim Coulter

COMMISSIONER'S ROUNDTABLE:

Commissioner J. Wilson discussed the following:

- MACo update on voting security
- County Fair – Congrats to the 4-H'ers on their outstanding contributions

Commissioner Moran discussed the following:

- QAC going purple – Opioid addictions & overdoses awareness – over 2,000 people died in Maryland last year
- Asking residents to change their porch light to purple bulbs

November – Chris Nare – former NBA – former opioid addict to talk to QAC students

Commissioner Anderson discussed the following:

Todd Mohn filled in for Gregg Todd while he is on a well-deserved vacation

Commissioner S. Wilson discussed the following:

Pie taster at county fair

Traffic is susceptible to Economic growth – working to get a handle on the traffic issues in QAC

There being no further business, they adjourned at 10:45 a.m. to meet again on Tuesday, August 28, 2018.

EXECUTIVE ASSISTANT

PRESIDENT