

September 11, 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 8:45 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 Moran, seconded by Commissioner Anderson, 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. Lynda Thomas, Office Coordinator III; Mr. Jonathan Seeman, Budget & Finance & IT Director;

The Board discussed the appointments of the Housing Authority and Spending Affordability Committee. The Board agree to hold the Housing Authority appoint for further research on potential members and agreed to re-appoint Anne Welsh to the Spending Affordability Committee.

In open session:

On a motion made by Commissioner S. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to re-appoint Anne Welsh to a two year term on the Spending Affordability Committee to begin October 1, 2018 and end September 30, 2020.

Commissioners	Yes	No
Moran	x	

J Wilson	x	
S Wilson	x	
Buckey	x	
Anderson	x	

**MINUTES:**

On a motion made by Commissioner Anderson, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve the Agenda for the current meeting and the minutes of August 28, 2018.

**PRESS AND PUBLIC COMMENTS:**

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

1. Bob Friday – Barn Bears – September 29 from 6-10 at the KI American Legion

**DEPARTMENT OF PUBLIC WORKS – ADMINISTRATIVE/ENGINEERING :**

Mr. Todd Mohn, Director of the Department of Public Works; met with the Board.

**MARYLAND DEPARTMENT OF TRANSPORTATION ANNUAL TOUR INFORMATION:**

Mr. Mohn presented to the Board for their review, Maryland Department of Transportation Annual Tour Information.

MDOT Secretary Pete Rahn and his Modal Administrators are scheduled to meet with the Commissioners on Tuesday, September 18, at 3:00 pm. This briefing will also be held in the County Commissioner’s hearing room.

The purpose of the meetings is to present and discuss MDOT’s State Report on Transportation, including the draft Consolidated Transportation Program (CTP) for 2019-2024. In addition, this meeting provides the County the opportunity to outline our local State Transportation priorities for inclusion and funding in the CTP.

The Board reviewed the following information:

- 1) The County’s priority letter for this year dated April 10, 2018
- 2) Letter from the Kent Narrows Foundation requesting a speed study on MD 18
- 3) SHA’s draft Project Worksheets
- 4) Highlights of the 2019 State Report on Transportation (from MDOT)
- 5) MDOT’s Commuter Relief flyer

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to hold the contract over, for demolition of the Crumpton elementary school house, until he's had time to work with the community to repurpose of the building. As part of the motion, a discussion was held between Commissioners Anderson and J. Wilson on this topic.

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

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

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

**CERTIFICATE OF NEED:**

On a motion made by Commissioner Anderson, seconded by Commissioner Moran, the Board unanimously agreed to the Certificate of Need.

The Queen Anne's County Commissioner's would like to express strong support for the vision of regional health care and for the Certificate of Need (CON) application submitted by University of Maryland Shore Regional Health for a relocated replacement hospital in Easton, to meet the needs of our citizens for a modern, state-of-the-art health care facility for inpatient, outpatient and specialty care. As you are aware, the need to replace the aged hospital on Washington Street in Easton has been well-documented and has been a part of the health system's service delivery planning for more than five years.

The plans for the replacement of the hospital are timely and necessary. The project is particularly important because the University of Maryland Shore Medical Center at Easton serves the health care needs of residents of Caroline, Dorchester, Kent, Queen Anne's and Talbot counties. The proposed location on Route 50 near the Talbot County Community Center will make the hospital more accessible to most residents of the Mid-Shore region. We pleased with the location.

The new facility will also improve UM Shore Regional Health's ability to recruit and retain physicians in the region, which is an ongoing challenge and essential to the continued delivery of quality health care on the Eastern Shore. Design improvements in the proposed facility, such as private rooms and other modernizations, will improve the quality of health care

and patient satisfaction and will resolve facility issues which cannot otherwise be addressed in a prudent way at the existing hospital.

We support the regional vision for UM Shore Regional Health, which includes its commitment to UM Shore Medical Center at Chestertown for the maintenance of inpatient beds through at least 2022, along with a pledge to work with the State on a rural access hospital designation and resources.

The proposed project demonstrates UM Shore Regional Health’s commitment to improving the quality of and access to health care for our citizens. The University of Maryland Medical System and UM Shore Regional Health have excellent reputations for quality care and they are uniquely dedicated to this rural region. We applaud their intention to build a new hospital in Easton and we give our full support to their CON application and to their regional service delivery plan. We request that the Maryland Health Care Commission approve UM Shore Regional Health’s CON application.

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

**RURAL LEGACY GRANT AGREEMENT:**

Ms. Donna K. Landis-Smith, Soil Conservation Aide/ Land Preservation, presented to the Board for their review and approval, Rural legacy Grant Agreement.

The FY19 Rural legacy grant was submitted in January 2018 and on August 22, 2018 the Board of Public Works approved \$1,315,435. These funds will be utilized for easement acquisitions in the Foreman Branch Rural Legacy Area.

The funding approved will enable the County to preserve, in perpetuity, 304 acres of prime agricultural land, woodland, environmentally sensitive areas, natural habitats and protect environmentally significant tributaries of the Chester and Corsica Rivers.

The grant agreement is between the State of Maryland and Queen Anne’s County agreeing to preserve lands in key areas.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve and sign the Rural Legacy Grant Agreement for \$1,315,435.

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

**REQUEST FOR EXTENSION FOR DEVELOPMENT REVIEW FEE REIMBURSEMENT:**

Ms. Jean Fabi, Economic Development Manager, submitted to the Board for their review and approval, Request for Extension for Development Review Fee Reimbursement - Dogwood Acres Pet Retreat.

At its September 12, 2017 meeting, the Board of Queen Anne’s County Commissioners approved reimbursing \$6,139.00 in development review fees for the two applications referenced above. The project is Dogwood Acres Pet Retreat Project, proposed in the Matapeake Professional Park, Stevensville.

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 real 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 of 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) months, 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.

At its March 13, 2018 meeting, the Board of County Commissioners voted to approve an extension of six (6) months for construction to commence, as requested by Kurt and Audrey Reichardt, the developers and owners of the project. The delay was caused by circumstances related to the transfer of ownership of the property. This action extended the reimbursement approval to September 20, 2018.

Mr. and Mrs. Reichardt are requesting a second six (6) month extension to deadline for substantial construction to commence due to delay in the transfer of ownership caused by negotiations between the County and the State. Settlement is anticipated by the end of September. Should the request be approved by the County Commissioners, the date by which construction must be commenced would be extended to March 20, 2019. No further extensions may be granted.

On a motion made by Commissioner Anderson, seconded by Commissioner J. Wilson, the Board unanimously agreed to approve the request for a six (6) month extension for the project entitled “Dogwood Acres Pet Retreat” to begin substantial construction in order to receive the development review fee reimbursement. As part of the motion, Commissioner Anderson made comments on this topic.

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

**PROPERTY LIENS:**

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

- Map 59, Grid 20, Parcel 140, 203 Governors Way, Queenstown, MD (\$350.00)
- Map 36, Grid 12, Parcel 69, 174 W. Goldfinch Lane, Centreville, MD (\$340.00)
- Map 43, Grid 6, Parcel 111, 214 Winchester Drive, Centreville, MD (\$220.00)
- Map 70, Grid 101, Parcel 57&59, Queen Anne Road, Stevensville, MD (\$235.00)
- Map 58D, Grid 24, Parcel 120, 3809 Main Street, Grasonville, MD (\$235.00)
- Map 57, Grid 15, Parcel 208, 624 Dominion Road, Chester, MD (\$295.00)
- Map 57, Grid 8, Parcel 145, 1600 Postal Road, Chester, MD (\$235.00)
- Map 70, Grid 9, Parcel 95, 102 Virginia Road, Stevensville, MD (\$325.00)
- Map 58E, Grid 04, Parcel 568, 938 Chester River Drive, Grasonville, MD (\$205.00)
- Map 70, Grid 0, Parcel 93, 610 Elm Street, Stevensville, MD (\$250.00)
- Map 63, Grid 2, Parcel 102, 100 Annapolis View Road, Stevensville, MD (\$250.00)

Map 58H, Grid 18, Parcel 287, 203 Gravel Run Road, Grasonville, MD (\$220.00)  
 Map 57, Grid 9, Parcel 230, 400 Dominion Road, Chester, MD (\$205.00)

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.

On a motion made by Commissioner Anderson, seconded by Commissioner J. Wilson, 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	x	
Anderson	x	

**TA 18-08:**

Mr. Robert T. Gunter, Senior Planner, submitted to the Board for their review and approval, TA 18-08 Minimum lot width for multifamily development in the Grasonville 26-36 Neighborhood Commercial (GNC), Grasonville Village Commercial (GVC), Stevensville Historic Village Center (SHVC) and Town Center (TC) zoning districts.

Chapter 18 contains provisions in §18:1-218 which allows the Planning Commission to propose text and/or map amendments. Any amendments to sections of Chapter 1 8 that are not part of the Subdivision Regulations (18:1-158 through §18:1-192) maybe initiated by the Planning Commission at any time.

Text amendment #18-08 proposes seeks to amend Chapter 18 by modifying the development standards by referring code users to § 18:1-36 for minimum lot widths for multifamily development in the GNC, GVC, SHVC and TC zoning districts.

The Planning Commission conducted a review of this proposed amendment on August 9, 2018. No one from the public spoke in opposition. After careful consideration, the Planning Commission voted unanimously to forward a favorable recommendation to the County Commissioners for adoption of TA# 18-08.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to forward to the County Attorney to draft an Ordinance.

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

**BUDGET AMENDMENT:**

On a motion made by Commissioner Moran, seconded by Commissioner Anderson, the Board unanimously agreed to approve Budget Amendment CC-9.

#	CC-9						Date	8/20/2018	
<b>QUEEN ANNE'S COUNTY</b>									
<b>REQUEST FOR BUDGET AMENDMENT</b>									
<b>FY2019</b>									
							<b>Increase (Decrease) Amount</b>		
<b>Description of expenditure/revenue accounts to increase/(decrease):</b>							<b>Fund</b>	<b>Account Code</b>	
<b>1. Remove Budget to Reallocate Based on Grant Award</b>									
Decrease	Emergency Shelter Grants	Federal Community Development Grant	707	707000	33205		\$	(85,241.00)	
							<b>Net Increase in Revenue</b>	\$	<b>(85,241.00)</b>
Decrease	Emergency Shelter Grants	Rent	707	707000	8125		\$	(85,241.00)	
							<b>Net Increase in Expenditures</b>	\$	<b>(85,241.00)</b>
							<b>Net Decrease in Activity</b>	\$	<b>(85,241.00)</b>
Decrease	Emeg/Trans Housing ETHS	State Community Development Grants	708	708010	33205		\$	(9,510.00)	
							<b>Net Increase in Revenue</b>	\$	<b>(9,510.00)</b>
Decrease	Emeg/Trans Housing ETHS	Rent	708	708010	8125		\$	(8,510.00)	
Decrease	Emeg/Trans Housing ETHS	Emergency Fund	708	708010	8610		\$	(1,000.00)	
							<b>Net Increase in Expenditures</b>	\$	<b>(9,510.00)</b>
							<b>Net Decrease in Activity</b>	\$	<b>(9,510.00)</b>
Decrease	RAP	State Community Development Grants	729	729000	33205		\$	(40,276.00)	
							<b>Net Increase in Revenue</b>	\$	<b>(40,276.00)</b>
Decrease	RAP	Rent	729	729000	8125		\$	(40,276.00)	
							<b>Net Increase in Expenditures</b>	\$	<b>(40,276.00)</b>



			Net Decrease in Activity			\$	(40,276.00)
<b>2. Increase Based on Outreach and Emergency Shelter Grant Award</b>							
Increase	Homeless Solutions Program	State Community Development Grants	708	708030	33205	\$	3,274.00
Increase	Homeless Solutions Program	Federal Community Development Grant	708	708030	32185	\$	326.00
			<b>Net Increase in Revenue</b>			<b>\$</b>	<b>3,600.00</b>
Increase	Homeless Solutions Program	Other	708	708030	5995	\$	1,800.00
Increase	Homeless Solutions Program	Emergency Fund	708	708030	8610	\$	1,800.00
			<b>Net Increase in Expenditures</b>			<b>\$</b>	<b>3,600.00</b>
			<b>Net Increase in Activity</b>			<b>\$</b>	<b>3,600.00</b>
<b>3. Increase Based on Housing Stabilization and Rapid Re-Housing Services Grant Awards</b>							
Increase	HSP-HSS Rapid Re-Housing	State Community Development Grants	708	708040	33205	\$	29,533.00
Increase	HSP-HSS Rapid Re-Housing	Federal Community Development Grant	708	708040	32185	\$	13,184.00
			<b>Net Increase in Revenue</b>			<b>\$</b>	<b>42,717.00</b>
Increase	HSP-HSS Rapid Re-Housing	Rent	708	708040	8125	\$	32,403.00
Increase	HSP-HSS Rapid Re-Housing	Emergency Fund	708	708040	8610	\$	10,314.00
			<b>Net Increase in Expenditures</b>			<b>\$</b>	<b>42,717.00</b>
			<b>Net Increase in Activity</b>			<b>\$</b>	<b>42,717.00</b>
<b>4. Increase Based on Homelessness Prevention Grant Award</b>							
Increase	HSP-HSS Homeless Prevention	State Community Development Grants	708	708050	33205	\$	61,770.00
Increase	HSP-HSS Homeless Prevention	Federal Community Development Grant	708	708050	32185	\$	25,909.00
			<b>Net Increase in Revenue</b>			<b>\$</b>	<b>87,679.00</b>
Increase	HSP-HSS Homeless Prevention	Rent	708	708050	8125	\$	78,677.00
Increase	HSP-HSS Homeless Prevention	Emergency Fund	708	708050	8610	\$	9,001.00
			<b>Net Increase in Expenditures</b>			<b>\$</b>	<b>87,678.00</b>
			<b>Net Increase in Activity</b>			<b>\$</b>	<b>87,678.00</b>
<b>Justification:</b>							
This amendment adjusts the budget for Housing & Community Services grants based on the actual grant award. The award combined three existing activities (Emergency Shelter, ETHS, and RAP) and created three grants consisting of several different sub-activities. In total, the grant awards were \$1,032 less than originally budgeted.							
NO ADDITIONAL COUNTY FUNDS ARE REQUESTED							

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

Anderson	x	
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**TOWN POLICE MOU:**

Mr. Tim McCluskey, Centreville Town Council President; Mr. Jim Beauchamp, Council Vice President; Town Police Chief Kenneth Rhodes and State’s Attorney Lance Richardson, presented to the Board for their review, Executive Summary for Jurisdictional MOU.

This Executive Summary is being prepared to recap the intentions of the Centreville Police Department and Town of Centreville in its request for concurrent jurisdiction in Queen Anne’s County, Maryland. During October of 2018, the Maryland State Highway Administration will begin a lengthy process of bridge replacement and upgrades to both the Mill Stream Bridge on the south end of Centreville and the Gravel Run Bridge on the north end. Unfortunately, both of these bridges are on the only north/south route that runs completely through the town.

During this necessary infrastructure upgrade and replacement, normal traffic flow across these bridges will be completely disrupted with either single lane closures with alternating traffic flows or complete closures. In either case, traversing the town and being able to get from the south of either of the bridges to the north or north of either of the bridges to the south, will require officers to find alternate routes which will take them outside of Centreville Town Limits. With that in mind, a Memorandum of Understanding with the Queen Anne’s County Office of the Sheriff is being proposed to allow concurrent jurisdiction for the CPD officers traveling on roadways outside of the Centreville Town Limits.

On the following pages, I have included written descriptions, which may be too detailed and have also included maps for visual representation depicting the roadways in question. Although the lines on the map may not be exactly on the roadway, it will help understand the intent.

As a point of reference, the existing MOU granting CPD concurrent jurisdiction on Taylor Mill Road and parts of MD 213 states *‘CPD Police Officers are further authorized to exercise concurrent law enforcement jurisdiction on the following roadways in Queen Anne’s County’*. The last bullet on the descriptions that I wrote includes the following language; ‘all other roadways and areas within and between the named boundary roads listed above and the corporate limits of the Town of Centreville’. I did this, as it will catch every other road and property within the circle.

The Board was in consensus to hold the MOU until the Sheriff has had a chance to review the document and to bring back at the next meeting.

**STATE BROADBAND RFI:**

Ms. Megan DelGaudio, IT Manager/GIS Specialist II, Alison Davis and Joyce Jones of the Broadband Advisory Committee, presented to the Board for their review, State Broadband RFI.

The State of Maryland issued a Request for Information (RFI) on August 6th (with responses due on September 17th) to Counties to determine interest in partnering with the State’s Office of Rural Broadband to improve broadband services to unserved/underserved rural residents and businesses. The State currently has a \$2 million budget to assist in expansion of broadband to these areas and also assist the County in obtaining any future federal funding for these efforts.

The BAC has crafted a response to this RFI and requested Commissioner approval to submit the response on the County’s behalf.

The BAC has also provided a one page overview of their work as a committee thus far. This summary also discusses the RFI and the approach the County is taking in our response to the RFI. This approach is to focus funding on two “shovel-ready” projects while also referencing other future investments in both fiber and wireless technologies

On a motion made by Commissioner J. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to approve the recommendation of the Broadband Advisory Committee to submit the RFI response which will enable the County to work with the State Office of Rural Broadband to fund future broadband funding opportunities in unserved/underserved areas. Caveat to the motion: that once Atlantic Broadband technical info gets back that they let them insert it without coming back before them.

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

**DETENTION CENTER UPDATE:**

Warden LaMonte Cooke presented to the Board for their review, Detention Center Update.

1. Status of the Detention Center Capital Improvement Project
2. Review of Local Jail Statistics for the State and Queen Anne’s County
3. Overview of the Proposed Pretrial Release Program
4. MPIA Records Request
5. Comment on Roof Project

6. Upgrade to CCTV security system and review of Video Visitation
7. Random In-House Scenes

### **BRIDGE TO EXCELLENCE PLAN PRESENTATION:**

Andrea M. Kane, Ph.D., Superintendent of Schools; Mr. Gregory Pilewski, Deputy Superintendent; Mr. Michael Bell, Supervisor of Instruction; and Mr. John M. Pfister, Chief Financial Officer, presented to the Board for their review, Bridge to Excellence Plan.

#### Executive Summary and State Success Factors

- A. Introduction: Queen Anne's County Bridge to Excellence
- B. Budget Narrative
- C. Goal Progress- Goals, Objectives and Strategies to Address

#### Discrepancies in Achievement

1. Students Requiring Special Education Services
2. Students with Limited English Language Proficiency

#### Section II. Maryland's Goals, Objective and Strategies

- o PARCC English Language Arts Literacy Grade 3-8 and Grade 10
- o PARCC Mathematics for Grades 3-8
- o PARCC Algebra I
- o High School Assessment Government

#### Section III. 2018 Bridge to Excellence Master Plan Assessments Requirements

### **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:

Prepared for Hurricane Florence

Commissioner Anderson discussed the following:

Very good Commissioner turn-out to Daniel Lister's funeral  
Governor Hogan gave a great eulogy

Commissioner Moran discussed the following:

Queen Anne's Goes Purple  
Prepared for Hurricane Florence

Commissioner S. Wilson discussed the following:

The Board will be meeting with the Department of Emergency Services in regards to Hurricane Florence, following this meeting.

There being no further business, they adjourned at 10:32 a.m. to meet again on Tuesday, September 18, 2018.

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EXECUTIVE ASSISTANT

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PRESIDENT