

March 22, 2022

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

Christopher M. Corchiarino  
James J. Moran  
Jack N. Wilson, Jr.  
Stephen Wilson  
Philip L. Dumenil

The Commissioners attended the Kent Island Library Expansion Ribbon Cutting.

**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 Dumenil, seconded by Commissioner J. Wilson, at 5:15 p.m. in The Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland.” Those in attendance were Todd Mohn, County Administrator and Margie Houck, Executive Assistant. The Board adjourned in Closed Session at 5:30 p.m.

The Board discussed Boards and Commissions.

In open session,

**Bicycle and Pedestrian Advisory Committee**

In open session, on a motion made by Commissioner Dumenil, seconded by Commissioner J. Wilson, the Board unanimously agreed to reappoint Nathan Hoxter (District 1) and Terry Morris (District 4) to the Bicycle and Pedestrian Advisory Committee.

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

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Corchiarino	x	
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**Broadband Advisory Council**

On a motion made by Commissioner Dumenil, seconded by Commissioner J. Wilson, the Board unanimously agreed to reappoint Dion Reid (District 4) and appoint Joseph Brown (District 2) for a term until March 31, 2025 to the Broadband Advisory Council.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**Ethics Commission**

On a motion made by Commissioner Dumenil, seconded by Commissioner J. Wilson, the Board unanimously agreed to appoint Robin Lanham for a term until December 31, 2025 to the Ethics Commission.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**Chesapeake College Board of Trustee’s Endorsement –**

On a motion made by Commissioner J. Wilson, seconded by Commissioner S. Wilson, the Board unanimously agreed to sign the letter supporting the reappointment of Chris Garvey as a representative of Queen Anne’s County on the Chesapeake College Board of Trustees.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**MEETING CALLED TO ORDER:**

March 22, 2022

The meeting was called to order at 5:30 p.m.

**MINUTES:**

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the amended Agenda for the current meeting and the Regular Minutes of March 08, 2022.

**PRESS AND PUBLIC COMMENTS:**

The following persons spoke to the Commissioners on subjects of interest to them:  
No individuals spoke.

**PRESENTATIONS:**

**RUNWAY RECONSTRUCTION BIDS:**

Ms. Linda Steiner, Manager, Bay Bridge Airport and Mr. and Mr. Derek Hollinger, AECOM Technical Services, Inc. met with the Board and gave an overview of the bids. The runway and associated systems at Bay Bridge Airport were determined by FAA to be in need of repair for long term viability. The project was put out for bid on 2/11/22, closing on 3/10/22. Three bids were received. Bay Bridge Airport, under the Department of Parks and Recreation, is requesting that Allan Myers be selected as the winning bidder for the Runway Rehab project and permission be granted to the Airport to immediately move forward with applying for the corresponding FAA grant. The Airport's on-call consultant company AECOM has reviewed the bids and made their recommendation for Allan Myers, as well as the Airport Advisory Board unanimously recommending the same. The Runway Rehab project total cost is \$7,545,726, with the Airport/County portion being \$402,983.75 and the remainder funded by a combination of FAA funds, MAA (State) funds, and proceeds from the sale of the FAA funded Gardens property.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to authorize the Bay Bridge Airport to apply for a federal grant for the runway Rehabilitation and Safety project for 7,545,726 with Allan Myers as the selected low bidder for the project.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**APPRECIATION AWARD TO THE BOARD:**

Mr. Clay Washington, Kennard Alumni Association presented to the Board a plaque thanking them for their many years of support for the Kennard African American Cultural Heritage Center.

**POLICE ACCOUNTABILITY BOARD:**

Patrick Thompson, County Attorney, Sheriff Gary Hofmann and State’s Attorney Lance Richardson met with the Board and gave an overview of the Police Accountability Board. The Maryland police accountability act of 2021 entitled, ‘Police Discipline and Law Enforcement Programs and Procedures’ makes various changes to establish provisions that relate to a statewide accountability and discipline process for police officers.

The act requires that the Board of County Commissioners:

- 1) establish the membership of a Police Accountability Board (PAB) between three (3) and seven (7) members along with supporting staff,
  - 2) in conjunction with the PAB, establish a five (5) member Administrative Charging Committee to serve both countywide and local law enforcement agencies within Queen Anne’s County,
  - 3) in conjunction with the PAB and the Sheriff establish a three (3) member Trial Board.
- Resolution No. 22-02 defines and sets forth procedures to manage the functions of these new Boards and Committee which must be in place beginning on July 1, 2022.

States Attorney Lance Richardson has offered to provide necessary legal support and operational logistics for the functions established pursuant to the Maryland police accountability act of 2021 as framed by this resolution.

On a motion made by Commissioner J. Wilson, seconded by Commissioner, the Board unanimously agreed to adopt Resolution No. 22-02 and commence with the advertisement process for qualified members to serve on the Police Accountability Board, Administrative Charging Committee, and the Trial Board, and to appoint States Attorney Lance Richardson to provide legal and other support to the Police Accountability Board and Administrative Charging Committee.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**FY-2023 COUNTY ADMINISTRATOR BUDGET:**

Ms. Nichole Hepfer, Director of Budget and Finance met with the Board and gave an overview of the FY2023 County Administrator Budget. The following was highlighted.

COVID 19- Financial Impacts, FY2022 General Fund Update, FY2023 Budget Highlights, FY2023 Budget Revenues, FY2023 Budget Expenditures, FY2023 Proposed Revenue by Source, FY2023 Proposed Expenses by Function, FY2022 Real Property Tax Rates by County, Revenue/Expenditure Changes FY2022-FY2023, Enhancements, FY2023 Capital Budget Highlights, 6 Year Capital Budget FY2023-FY2028, FY2023 Capital Budget by Funding Source.

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

The Board reviewed various correspondence with Todd Mohn, County Administrator.

**FY23 SEWERAGE AND WATER RATE INCREASE:**

Mr. Alan Quimby, Director of the Department of Public Works noted in 2011, the Sanitary Commission adopted resolutions that capped the annual rate escalator at 6.5% for sewer and 5.5% for water for “all subdistricts”. The resolutions had language indicating that these increases will take effect automatically on July 1 “unless the County Commissioners determine by resolution prior to July 1 of each year that the rates will increase by a lesser percentage”. In order to keep the rate increase at 2.5% for both water and sewer fees for the upcoming FY 23 budget

(as it was submitted excepting the SKI subdistrict), the Board must pass a motion to do so. Staff recommends setting the annual sewer and water operations & maintenance rate escalator for all Sanitary District rate schedules for the FY 23 budget year at 2.5%, with the exception of the Southern Kent Island subdistrict which shall see no increase in rates.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve a (zero) 0.00% increase to the water and sewerage rates for all subdistricts in FY2023. As part of the motion, Commissioner Dumenil asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**2022 ANNUAL MDOT TOUR-FY2023-2028  
CONSOLIDATED TRANSPORTATION PLAN – PRIORITY LETTER:**

Mr. Steve Cohoon, Public Facilities Planner, submitted to the Board for their review and approval the 2022 MDOT priority letter from the Commissioners to Maryland Department of Transportation Secretary, James F. Ports, Jr. The letter outlines transportation priorities for inclusion in the 2023-2028 Consolidated Transportation Plan. The letter is very similar to past years letters and continues to identify the priorities for Queen Anne’s County as:

- 1) Continue, and to the extent possible, expedite the process to add capacity crossing the Chesapeake Bay to reduce congestion within the existing Bay Bridge corridor.
- 2) Construct improvements on the Rt 18 corridor from Castle Marina Road to the Kent Narrows
- 3) Construct the US 50 & 213 interchange
- 4) Construct at grade intersection improvements on the US 301 corridor
- 5) Provide repair and repaving on US 301 Southbound
- 6) Continued support of our local transit efforts
- 7) Continued support for our bicycle and pedestrian improvements

On a motion made by Commissioner Moran, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the letter. As part of the motion, Commissioners J. Wilson, Moran and S. Wilson asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**COXON-ADMINISTRATIVE SUBDIVISION#21-11-0275-LEGAL DOCUMENTS-  
PERPETUAL PROTECTIVE AGREEMENT AMENDED DEED OF FOREST  
CONSERVATION EASEMENT:**

Mr. Doug Summers, Associate Planner, Planning and Zoning submitted to the Board for there review and signature amended deed of forest conservation easement.

This is a Perpetual Protective Agreement Amended Deed of Forest Conservation Easement document for the Coxon Administrative Subdivision #21-1 1-0275. Currently, the applicant has proposed reconfiguring parcel boundary lines and transferring varying acreage amounts between adjacent parcels (Tax Map 24, Parcels 90, 44, & 186). Pending approval, this will result in 3 existing lots becoming 2 lots. The applicant has proposed to amend the forest conservation easement and place 2.129 of forested land into a new Perpetual Protective Agreement Amended Deed of Forest Conservation Easement. This 2.129 acres would meet the minimum afforestation threshold required for the property. In addition, the applicant has proposed relocating and reconfiguring the existing protected forest to a new area. Staff recommends that the County Commissioners review and sign the Perpetual Protective Agreement Amended Deed of Forest Conservation Easement.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the Perpetual Protective Agreement Amended Deed of Forest Conservation Easement.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**RURAL LEGACY DEED OF EASEMENT CHARLES R. & SHERRY PATTERSON:**

Ms. Donna Landis-Smith, Soil Conservation Aide submitted to the Board for their review and approval a rural legacy deed of easement. The FY20 Rural legacy grant was submitted in January 2019 and on January 8, 2020, the Board of Public Works awarded funding for the Foreman Branch Rural Legacy Area. These funds have been utilized for easement acquisitions on the Charles and Sherry Patterson properties. The project agreement and agreement of sale were approved by the Commissioners on September 28, 2021. The 58.816-acre property is located within the Foreman Branch Rural Legacy area and will enhance the large area of preserved lands. No county funds were used in the preservation of this property. Staff recommends approval and execution of this deed of easement.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to sign the Rural Legacy Deed of Easement for Charles R and Sherry Patterson IV.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**RURAL LEGACY DEED OF EASEMENT-BENJAMIN NORDBY ARMIGER:**

Ms. Donna Landis-Smith, Soil Conservation Aide submitted to the Board for their review and approval a rural legacy deed of easement. The FY21 Rural legacy grant was submitted in January 2020 and on October 21, 2020, the Board of Public Works awarded funding for the Foreman Branch Rural Legacy Area. These funds have been utilized for easement acquisitions on the Benjamin Nordby Armiger property. The project agreement and agreement of sale were approved by the Commissioners on October 26, 2021. The 98.568-acre property is located within the Foreman Branch Rural Legacy. No county funds were used in the preservation of the property. Staff recommends approval and execution of this deed of easement.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to sign the Rural Legacy Deed of Easement for Benjamin Nordby Armiger.



Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**SEMI-ANNUAL PROPERTY TAX PAYMENT SERVICE FEE:**

Ms. Nicole Hepfer, Director of Budget and Finance noted that annually, the County Tax Collector is authorized to bill a service fee for the lost interest and administrative costs associated with the semiannual property tax billing if the amount of the service charge is approved by the State Department of Assessments and Taxation. The annual calculation of the service fee is related to the interest we receive from our cash investments, as the semiannual payment results in lost interest to the County. It is estimated that if a service fee based on actual lost interest revenue was implemented, the charge for a typical household would be less than \$2.00 per household. Queen Anne’s County did not charge a service fee for the 2021-2022 tax year. We recommend that a service fee not be charged in the 2022-2023 tax year as well.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to submit to the Department of Assessments and Taxation an Approval Form far The Establishment of County and Municipal Service Fees for Semiannual Property Tax Payments a service charge in the amount of 0%.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**TRAILER SURVEILLANCE SYSTEMS CONTRACT:**

Mr. Scott Haas, Director of DES submitted to the Board for their review and approval the Trailer Surveillance Systems Contract. The Department of Emergency Services (DES) completed a Homeland Security Grant Program request totaling \$116,000.00 to purchase four (4) trailer surveillance systems. The grant was approved and 100% of the funding is through HSGP. The systems will enable public safety and other County agencies to monitor a variety of activities including, but not limited to special events, traffic, large crowds, construction sites, areas susceptible to vandalism, evacuations, emergency incidents, and impending adverse weather. DES publicly advertised the invitation to bid and received (9) nine bids ranging from

\$105,5000 to 370,040. On final review of the bids received, DES is recommending a contract with the low bidder Industrial Video & Control Co., LLC totaling \$105,500.00.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Moran, the Board unanimously agreed to authorize the Director of the Department of Emergency Services to execute a contract with Industrial Video & Control Co., LLC to purchase four (4) trailer surveillance systems totaling \$105,500.00.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**TOWN OF QUEEN ANNE LEASE AGREEMENT:**

Mr. Steve Chandlee, Director of the Department of Parks and Recreation submitted to the Board for their review and approval the Town of queen Anne Lease Agreement. The Department of Parks and Recreation is requesting the County Commissioners renew the expired lease agreement with the Town of Queen Anne regarding the maintenance of Roosevelt Park (situated in the Town of Queen Anne) for the time period of March 1, 2022 through March 1, 2037. Parks and Recreation has been maintaining this Park for the past 20+ years.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to sign the lease agreement with the Town of Queen Anne regarding the maintenance of Roosevelt Park, for the time period of March 1, 2022 through March 1, 2037.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**GRASONVILLE PARKING LOT AND TRAIL PAVING:**

Mike Watson, Chief of Operations, Chief of Operation, Department of Parks and Recreation submitted to the Board for their review and approval the Grasonville Parking Lot and Trail paving. This is a paving contract with David A. Bramble, Inc to pave Grasonville Parking Lot and Trail for \$41,850. They received two quotes for paving Grasonville Parking Lot and Trail, of which David A. Bramble was the lowest quote. The contractor will be paving approximately 35,180 square feet of the parking lot and 4,000 square feet of the trail. Funding shall come from the Capital Project Budget #40809 Parking Lot Paving account.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to authorize the Department of Parks and Recreation to contract with David A. Bramble, Inc. to pave Grasonville Parking Lot and Trail for \$41,850. As part of the motion, Commissioner Dumenil asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**MATAPEAKE CLUBHOUSE EXTERIOR RENOVATION & PAINTING FUNDING REQUEST AND BID AWARD:**

Nancy Scozzari, Chief Park & Resources Planner with the Department of Parks and Recreation submitted to the Board for their review and approval the Matapeake Clubhouse Exterior Renovation & Painting Funding Request. Bids were solicited for the Matapeake Clubhouse Exterior Renovation & Painting contract. The sole bid received was by Zierfuss Painting and Restoration, came in at \$52,000 to include: power washing, removing and replacing rotted wood siding, filling, sanding, application of a primer and two coats of oil-based paint. This number reflects an unanticipated increase due to rising costs of paint, lumber and fuel. Staff recommends contacting with Zierfuss Painting and Restoration in the amount of \$52,000, \$25,000 from MHAA Grant and \$27,000 from Parks Preventative Maintenance Capital Project #40215.

On a motion made by Commissioner Moran, seconded by Commissioner J. Wilson, the Board unanimously agreed to authorize the Department of Parks and Recreation to contract with Zierfuss Painting and Restoration in the amount of \$52,000, \$25,000 from MHAA Grant and \$27,000 from Parks Preventative Maintenance Capital Project #402 15 for exterior restoration and painting of the historic Matapeake Clubhouse building. As part of the motion, Commissioner Dumenil asked questions and/or made comments on this topic.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**DATA BACKUP SYSTEM REPLACEMENT:**

Megan DelGaudio, IT Manager, submitted to the Board for their review the Data Backup System Replacement. This is a request to piggyback on the Fairfax County IT Hardware and Software contract to replace the County IT Departments’ current Veeam and Synology backup systems and aging hardware with the Cohesity backup solution. The new solution will allow us to simplify our backups and offers improved protection and recovery from ransomware. It also provides additional storage which lend to options for disaster recovery on premise. Two backup systems are required to accommodate data on the Emergency Services (DES) and County Government (GOV) networks. The GOV backup solution is proposed to be paid for from the IT Infrastructure budget 40013 (\$56,525.63). The DES backup is proposed to be paid for from the 40801 budget (\$41,844.86). Staff recommends replacement of the current aging backup system with the Cohesity backup solution on the Fairfax Hardware and Software Contract for \$98,370.49.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to approve the recommendation of County IT staff to replace the current aging backup system with the Cohesity backup solution from CDW-G on the Fairfax Hardware and Software Contract for \$98,370.49.

Commissioners	Yes	No
Moran	x	
J Wilson	x	
S Wilson	x	
Dumenil	x	
Corchiarino	x	

**LEGISLATION:**

Commissioner Moran introduced County Ordinance 21-04

**A BILL ENTITLED**

**AN ACT CONCERNING the Utility Scale Solar Array (USSA) District in Queen Anne’s County;**

FOR THE PURPOSE of revising and updating the provisions regarding the Utility-Scale Solar Array (USSA) District in the Queen Anne’s County Zoning Ordinance; regulating the location of utility scale solar arrays located outside of the USSA District; providing for compliance of such arrays with conditional use standards and requirements; providing for perpetual conservation easements in connection with such arrays; establishing requirements for such conservation easements; and generally updating and revising the regulation of utility scale solar arrays in Queen Anne’s County, Maryland

**PRESS AND PUBLIC COMMENTS:**

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

No individuals spoke

**COMMISSIONER’S ROUNDTABLE:**

Commissioner J. Wilson discussed the following:  
Ribbon Cutting at Kent Island Library  
Upset with trash on county roads  
CTE falling short on materials

Commissioner Dumenil discussed the following:  
Midshore Household Hazardous Waste is scheduled 4/2/22  
QAC Sheriff’s Department Gala

Commissioner S. Wilson discussed the following:  
New Dog Park In District 2

Commissioner Corchiarino discussed the following:  
Everyone needs to visit the new addition to the Kent Island Library

March 22, 2022

Commissioner Moran discussed the following:

Attended Homes of Hope

Attended a class at Sudlersville Middle regarding vaping etc.

Trash on County Roads

There being no further business, they adjourned at 7:10 p.m. to meet again on Tuesday, April 12, 2022.

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EXECUTIVE ASSISTANT

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PRESIDENT

March 22, 2022