

February 26, 2019

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

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

MEETING CALLED TO ORDER:

The meeting was called to order at 4:00 p.m.

Commissioner Dumenil was not present during this portion of the meeting.

CLOSED SESSION:

Pursuant to State Government Law Section 3-305(b), (7) to consult with counsel to obtain legal advice on a legal matter; "The County Commissioners held a Closed Session on a motion of Commissioner J. Wilson, seconded by Commissioner Corchiarino, at 4:00 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland." The Board adjourned in Closed Session at 4:35 p.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant; Patrick Thompson, Esquire, County Attorney; Mr. Lance Richardson, State's Attorney; Mr. Rob Penny, Chief of Administration; Mr. Jonathan Seeman, Budget & Finance & IT Director; and Mr. Todd Mohn, Department of Public Works Director.

Commissioner Dumenil arrived to the meeting during this portion of the meeting.

The Board discussed the results of an audit on an outside agency.

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 Corchiarino, at 4:35 p.m. in The Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland.” The Board adjourned in Closed Session at 5:15 p.m. Those in attendance were Ms. Margie Houck, Executive Assistant; Ms. Beverly A. Churchill, Department of Human Resources and Patrick Thompson, Esquire, County Attorney.

The Board discussed appointing Todd Mohn as County Administrator.

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 Corchiarino, at 5:15 p.m. in the Office of the County Commissioners, The Liberty Building, 107 N. Liberty Street, Centreville, Maryland.” The Board adjourned in Closed Session at 5:30 p.m. Those in attendance were Mr. Gregg Todd, County Administrator; Ms. Margie Houck, Executive Assistant; Mr. Jonathan Seeman, Budget & Finance & IT Director; Wheeler Baker; Patrick Thompson, Esquire, County Attorney; and Mr. Todd Mohn, Department of Public Works Director.

In open session:

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to sign the letter to the Attorney General seeking his opinion and advice regarding the salaries payable to the Sheriff and State’s Attorney of Queen Anne’s County.

Specifically, we require whether (i) the salaries in question are fixed as of the beginning of the term of office or will increase with the increases in the salary for the Judges of the District Court and (ii) whether any action could be taken by us at this point to freeze the salary of the Sheriff at its current level.

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

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to appoint Todd Mohn as the County Administrator for Queen Anne’s County for a probationary period of 6 months and is tasked with, in 60 days, in finding a replacement for him as Director for DPW.

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

MINUTES:

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve the Agenda for the current meeting and the minutes of February 12, 2019.

PRESS AND PUBLIC COMMENTS:

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

WEEKLY CORRESPONDENCE AND PRESENTATION OF DOCUMENTS FOR SIGNATURE:

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

PUBLIC HEARING:

The County Commissioners of Queen Anne's County held a public hearing at 5:45 p.m. on Tuesday, February 26, 2019 in the Commissioner's meeting room located in the Liberty Building, 107 N Liberty Street, Centreville, Maryland 21617. The purpose of the hearing is to consider amending the Queen Anne's County 2011 Comprehensive Water and Sewerage Plan. In addition to the hearing, an informational presentation was held on Tuesday, February 12, 2019 also in the Commissioner's meeting room. The following proposals were considered:

PONCHOCK PROPERTY- The property is an existing vacant lot of record located at 900 Broad Creek Drive within the Bay City subdivision in Stevensville. It is shown on Tax Map 56 as Parcel 196 and is approximately 3 acres in size. The property is zoned Neighborhood Conservation 20,000-ft² minimum (NC-20). The proposal is to subdivide the property into as many as 6 residential lots. The amendment request is to upgrade the sewer service designation from S-3 to S-2 (which equates to immediate service). Flows from the use are anticipated to be approximately 1500 gpd. Sewer service will be provided via the existing Collection Station 'R'.

The following persons gave public testimony:

1. Pat Maker

Mr. Tom Davis, DMS reviewed the project.

PUBLIC HEARING:

The County Commissioners of Queen Anne’s County, Maryland held a public hearing at 5:55 p.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 18-11.

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

COUNTY ORDINANCE NO. 18-11

A BILL ENTITLED

AN ACT CONCERNING Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County;

FOR THE PURPOSE of amending the definition of “High Commercial Uses” in Chapter 18 App of the Code of Public Local Laws of Queen Anne’s county, Maryland to clarify that high speed diesel fuel pumps, truck parking, overnight vehicle parking, truck stops and travel plazas are not permitted in the High Commercial Use of convenience stores with gas pumps and gasoline stations.

BY AMENDING the definition of High Commercial Uses in Chapter 18 App: Appendix a; Glossary of the Code of Public Local Laws.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that Chapter 18 App; Appendix A; Glossary be and is hereby AMENDED to read as follows:

CHAPTER 18 App: Appendix a: Glossary

...

COMMERCIAL USE

Any development approved by the County or a municipal corporation that involves the retail or wholesale marketing of goods and services. Commercial uses shall be categorized as follows:

A. HIGH COMMERCIAL USES

Include the following and other similar uses of comparable intensity, scope, character, and impact: bowling alleys; package stores/stores selling liquor, beer or soft drinks (in sealed

containers, not for consumption on-premises); retail sales or stores; recreational vehicle sales; convenience stores; convenience stores with gas pumps (does not include high speed diesel fuel pumps, truck parking, overnight vehicle parking, truck stops, travel plazas); fast-food restaurants; gasoline service stations (does not include high speed diesel pumps, truck parking, overnight vehicle parking, truck stops, travel plazas); taverns; bars; shopping centers; regional shopping centers; new and used vehicle sales/service and repair with exterior storage and/or repair areas; light manufacturing and assembling of goods in conjunction with retail or wholesale sales (provided that all manufacturing and assembling activities are conducted indoors and such activities are clearly subordinate to the principal commercial use of the property).

The following gave public testimony:

1. Joseph Stevens
2. Mike Pamasana

LEGISLATIVE SESSION:

Commissioner Moran introduced Amendment 1 to County Ordinance 18-11:

AN AMENDMENT TO A BILL ENTITLED

AN ACT CONCERNING Uses Allowed in Connection with High Commercial Uses in Queen Anne's County;

FOR THE PURPOSE of amending pending County Ordinance No. 18-11 to add a definition of "High Speed Diesel Fuel Pump".

BY AMENDING County Ordinance No. 18-11 to add a definition of High Speed Diesel Fuel Pump to Chapter 18 App of the Code of Public Local Laws of Queen Anne's County;

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, MARYLAND that pending County Ordinance NO. 18-11 be and is hereby AMENDED to ADD the following definition to Chapter 18 App of the Code of Public Local Laws.

Chapter 18App: Appendix a: Glossary

§ 18App-1

Definitions. In Chapter 18, the following words have the

meanings indicated:

. . .

HIGH SPEED DIESEL FUEL PUMP

A fuel pump that has flows equal to or greater than 10 gallons per minute.

Commissioner Moran introduced Amendment 2 to County Ordinance 18-11:

**AN AMENDMENT TO
A BILL ENTITLED**

AN ACT CONCERNING Uses Allowed in Connection with High Commercial Uses in Queen Anne’s County;

FOR THE PURPOSE of amending pending County Ordinance No. 18-11 to clarify that the prohibition on overnight vehicle parking does not apply to overnight parking associated with vehicle repairs.

BY AMENDING pending County Ordinance No. 18-11.

SECTION I

BE IT ENACTED BY THE COUNTY COMMISSIONERS OF QUEEN ANNE’S COUNTY, MARYLAND that the definition of High Commercial Uses proposed by County Ordinance 18-11 be and is hereby Amended to read as follows:

CHAPTER 18 App: Appendix a: Glossary

...

COMMERCIAL USE

Any development approved by the County or a municipal corporation that involves the retail or wholesale marketing of goods and services. Commercial uses shall be categorized as follows:

A. HIGH COMMERCIAL USES

*Include the following and other similar uses of comparable intensity, scope, character, and impact: bowling alleys; package stores/stores selling liquor, beer or soft drinks (in sealed containers, not for consumption on-premises); retail sales or stores; recreational vehicle sales; convenience stores; convenience stores with gas pumps (does not include high speed diesel fuel pumps, truck parking, overnight vehicle parking **except in association with vehicle repair,** truck stops, travel plazas) ; fast-food restaurants; gasoline service stations (does not include high*

speed diesel fuel pumps, truck parking, overnight vehicle parking **except in association with vehicle repair, truck stops, travel plazas**; taverns; bars; shopping centers; regional shopping centers; new and used vehicle sales/service and repair with exterior storage and/or repair areas; light manufacturing and assembling of goods in conjunction with retail or wholesale sales (provided that all manufacturing and assembling activities are conducted indoors and such activities are clearly subordinate to the principal commercial use of the property).

PURCHASE OF SALE AGREEMENT, THE GARDENS OF QUEEN ANNE, LLC:

Mr. Todd presented to the Board for their review and approval, Purchase of Sale Agreement for Phase II of the Gardens of Queen Anne property.

It was discussed at the January 22 closed session and we were able to finalize all of the outstanding issues. We did end up extending the outside closing date to allow for all approvals as we foresee the FAA process taking some time.

The agreement has been reviewed and approved by Searle Mitnick our legal counsel on this.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Dumenil, the Board unanimously agreed to sign the Purchase of Sale Agreement between The Gardens of Queen Anne, LLC and Queen Anne’s County.

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

REQUEST FOR TRANSFER OF FUNDING:

Commissioner Dumenil left during this portion of the meeting for a prior commitment.

Mr. Michael Whitehill, Chairman, Economic Development Incentive Fund Commission, submitted to the Board for their review and approval, Request for Transfer of Funding from BRIDGE to Economic Development Incentive Fund.

The Economic Development Incentive Fund (EDIF) Commission, met at their regularly scheduled meeting on February 19, 2020 and, as part of its agenda, reviewed the Bylaws and the overall performance of the program. It was noted the EDIF program has been very successful in administering small amounts of conditional loan incentive monies to projects that support investment, growth and full-time job generation. To date awarded \$2.5 Million to support \$35

Million in private investment and retained 671 jobs with total new full time 205 jobs to be created from 2014 through 2018. The current balance of the EDIF is \$146,378 with a current project pipeline of \$200,000 +1- to date. The EDIF commission has received a request for funding for expansion of Corsica Technologies. The request exceeds the amount currently available in EDIF fund. The additional funding is needed to support this company's requests and other such future requests to the program.

The BRIDGE Fund was authorized as an incentive program to be administered for the attraction of a development project to support extraordinary economic impact for the county. Neither incentive funds have dedicated sources of revenues. The EDIF Commission recommends assigning the BRIDGE Fund balance of \$288,000 to the EDIF Fund and making these monies available to be awarded in smaller increments. When the county attracts a significant development project, requiring a substantial incentive, the EDIF Commission and the Department will propose that project to the Board of Commissioners, for their review, and request discretionary funds be made available for the project, perhaps leveraged with state participation, based on the economic impact to the county tax base, as a result of the proposed project investment and employment.

On a motion made by Commissioner Corchiarino, seconded by Commissioner J. Wilson, the Board unanimously agreed to the BRIDGE Fund monies totaling \$288,000 be reauthorized to the EDIF and for the combined total monies to be used in the manner now authorized by the EDIF Bylaws. As part of the motion, Commissioner J. Wilson made comments on this topic.

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

ENGINEERING SERVICES FOR CORSICA RIVER DREDGING PROJECT:

Mr. Steven Chandlee, Parks and Recreation Director and Mr. James Wood, Public Landings Supervisor, submitted to the Board for their review and approval, Engineering Services for Corsica River Dredging Project.

The Department of Parks and Recreation seeks approval to contract with BayLand Consultants & Designers, Inc. to provide engineering services for Design, Permits, Construction Documents, Contract Administration and Inspection for the Corsica River Dredging project.

A Request for Proposals (RFP) was advertised in accordance with Queen Anne's County's procurement procedures on February 5, 2019. A pre-bid meeting was held on February

12, 2019. Two bids were received and read aloud at a Bid Opening on February 19, 2019.

BayLand Consultants & Designers, Inc. submitted the lowest qualifying base bid with a cost of \$46,500. County staff and the MD-Department of Natural Resources (MD-DNR) dredging coordinator reviewed the proposals. BayLand recently provided engineering services for the successful Kent Narrows Dredging project. There is concurrence BayLand as the low bidder has the required experience and personnel to effectively complete this project as requested.

Funding for this contract will come from the approved CORSICA RIVER DREDGING project (#330001) budget that has ample funds available for this expense. The project is primarily funded by a \$300,000 FY2017 State of Maryland Waterway Improvement grant. Therefore, the Local Vendor Preference was not applied. Furthermore, none of the vendors qualify for Local Vendor Preference.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to authorize the Department of Parks and Recreation enter into a contractual agreement with BayLand Consultants & Designers, Inc. for engineering services. This contract will be for the base bid of \$46,500 with options to execute add alternates and change orders, as necessary, up to a total of \$68,300 for services described in the request for proposal, addendums and bid proposal. Funding will be provided by MD-DNR grant funds as identified in the Corsica River Dredging Capital Project #330001.

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

LIBERTY BUILDING WINDOW REPLACEMENT:

Mr. Lee Edgar, Chief of Engineering submitted to the Board for their review and approval, Liberty Building Window Replacement Contract Award.

Sealed bids were received and opened on Thursday, February 7, 2019 for the Liberty Building Window Replacement construction contract. The contract consists of the removal and replacement of seventy original windows units with premium, custom-fitted aluminum clad units with 30-year warranty. The windows will be designed and fabricated to be mounted from the building exterior, thereby preserving original interior trim work. Project Bids were solicited in accordance with the County Procurement Policy. Five (5) bids were received, publicly opened and read as follows:

<u>Vendor</u>	<u>Location</u>	<u>Bid</u>
Patuxent Renovations, Inc.	Price Frederick, MD	\$219,832
The Mullan Contracting Company	Lutherville, MD	\$261,175
VKM Contracting	Alexandria, VA	\$265,000
Harper & Sons, Inc.	Easton, MD	\$274,500
J.A.K. Construction	Baltimore, MD	\$348,000

Patuxent Renovations, Inc.'s bid is the lowest responsive and responsible bid and exceeds the approved FY2019 Capital Project #400893 Liberty Building Window Replacement budget by \$19,832; however, adequate funding is available in the FY2019 County Facility Program to fulfill the remainder of the contract as shown within the attached Capital Budget funding and expenditures summary. Based on the above, staff recommends award of the contract to Patuxent Renovations, Inc. of Prince Frederick, Maryland.

On a motion made by Commissioner S. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to award the Liberty Building Window Replacement construction contract to Patuxent Renovations, Inc. of Prince Frederick, Maryland in the amount of \$219,832 and authorize the Director of Public Works to issue the Notice of Award and execute the Contract on behalf of the County Commissioners. As part of the motion, Commissioner Moran made comments on this topic.

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

BOE – MAJOR STATE CATEGORIES TRANSFERS:

The Commissioners had questions and agreed to hold this item for the next meeting.

BOE – USE OF ADDITIONAL FUND BALANCE AS A FUNDING SOURCE:

The Commissioners had questions and agreed to hold this item for the next meeting.

BUDGET AMENDMENT:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve Budget Amendment CC-18.

#	CC-18						Date	3/13/2019
QUEEN ANNE'S COUNTY								
REQUEST FOR BUDGET AMENDMENT								
FY 2019								
							Increase (Decrease) Amount	
Description of expenditure/revenue accounts to increase/(decrease):			Fund	Activity	Account	Project		
Decrease	Emergency Equipment	Transfer In	410	411000	39910	400753	\$ (16,500.00)	
Decrease	Emergency Equipment	Additional Equipment	410	411000	9050	400753	\$ (16,500.00)	
					Total Decrease in Project		\$ (16,500.00)	
Increase	Public Safety Network	Transfer In	410	411000	39910	400857	\$ 16,500.00	
Increase	Public Safety Network	Additional Equipment	410	411000	9050	400857	\$ 16,500.00	
					Total Increase in Project		\$ 16,500.00	
This budget amendment transfers budget authority from the Medication Storage & Dispenser project to the Public Safety Network project.								
The Medication storage & Dispenser will not be purchased in FY19.								
No New County Funds Are Requested.								

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

QAC LEGACY FOUNDATION STATE GRANT SUPPORT LETTER:

Ms. Elaine Studley, Queen Anne's County Legacy Foundation submitted to the Board for their review and approval, letter of support required for a 2019 Maryland Heritage Areas Grant application.

Background/Grant information:

QAC Candlelight Tour of Historic Homes & Caroling Festival - December 6, 2019 12-5 pm. A 35-year-old tradition returns to Queen Anne's County with a new caroling festival to ring-in the cheer of the holidays and bring new visitors and cultural tourists to our community.

This grant will assist us in expanding upon the Candlelight Tour of Historic Homes which was extremely successful in 2018 with a 96% consumer rating, 400 new visitors to our downtown 50% visitors from outside of our county and 12% new visitors from the Western Shore of Maryland. Our goal is to build upon this tradition and success in support of QAC tourism.

Fiscal Impact:

QACLF is requesting \$5000 from the MHAA grant program to support the above event and to expand the event to include a Caroling festival. Matching funds of \$3750 and in-kind labor of \$1250 will be provided by Queen Anne’s County Legacy Foundation in support of the grant application.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to sign the letter of support required for a 2019 Maryland Heritage Areas Grant application.

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

PROPOSED WALL OF REMEMBRANCE FUNDING:

Mr. Barry Glassman, Harford County Executive, submitted to the Board for their review and approval, Proposed Wall of Remembrance Funding for Those Killed in Action During the Koran War.

During my inaugural speech in Cambridge last month, I mentioned that Harford County was the first county in the nation to fund the inscription of our fallen heroes from the Korean War. The Korean Veterans are adding a wall to the monument area in Washington which will list all the names of those killed in action during the Korean conflict.

I would love to see Maryland be the first state in the nation to fully fund the names of its fallen heroes. One of my goals as President of MACo is to see if we can join together from each of our jurisdictions to get this done.

On a motion made by Commissioner Corchiarino, seconded by Commissioner J. Wilson, the Board unanimously agreed to fund the Proposed Wall of Remembrance for Those Killed in Action During the Korean War in the amount of \$2,460.

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

AGRICULTURE AWARENESS DAY:

Jenell Eck, Jenny Rhodes, Jessica Clarke, and Kim Kempel, QAC Farm Bureau, submitted to the Board for their review and approval, Agriculture Awareness Day.

Agriculture is Maryland’s number one industry. This industry is constantly shrinking, while our population continues to grow. Meaning we have to supply more food on less land. With this in mind agriculture is crucial for our survival. In 2017, a coalition of agriculture educators and professionals joined together to host “Agriculture Awareness Day” for all grade students across Queen Anne’s County. This event has been very well received by students, educators, parents and the agriculture community.

This coalition will again be hosting an “Agriculture Awareness Day” April 9 & 10, 2019. We will use Next Generation Science and Maryland Environmental Literacy Standards to educate all areas of agriculture. With the use of five educational stations throughout the day, we look forward to covering Technology & Equipment, Crops, Farm Animals, Nursery/Landscape, Greenhouse/Produce, Aquaculture & AG Careers. Agriculture is very diverse and we plan to reach all aspects.

This educational experience will be held at the Queen Anne’s County 4-H Park, located outside of Centreville, during school hours.

We are once again seeking partners to financially support this agriculture education event. Funding is needed to support transportation of students, as well as supplies for the educational stations. If you are interested in partnering with us to support this event, please submit your contribution as indicated below by March 1, 2019.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to support Agriculture Awareness Day in Queen Anne’s County in the amount of \$1000.

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

CITIZEN SPONSORED PETITION FOR TEXT AMENDMENT:

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to forward the citizen sponsored text amendment to the Planning Commission for their review and recommendations.

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

TEXT AMENDMENT/COUNTY ORDINANCE 19-04:

Ms. Helen Spinelli, AICP, Principal Planner, presented to the Board for their review and approval, Text Amendment/County Ordinance 19-04.

Chapter 18 contains provisions for text and map amendments. Amendments to sections of Chapter 18 that are not part of the Subdivision Regulations (18:1-158 through §18:1-192) may be initiated by the County Commissioners or the Planning Commission at any time. The Queen Anne’s County Planning Commission reviewed TA/CO 19-04 at their February 14, 2019 meeting and sends a favorable recommendation to the Board of County Commissioners.

BACKGROUND:

The recent review and recommendation with amendments of Text Amendment/County Ordinance 18-11 by the Planning Commission concerning the definition of High Commercial Uses as it relates to Gas Stations with Convenience Stores and Gasoline Service Stations brought further review of the definition of Truck Stops and Travel Plazas. TA-CO 19-04 adds specific language to the definition in Chapter 18 App: Appendix A: Glossary pertaining to Truck Stop and Travel Plaza with the intention of further defining truck fueling stations.

OBJECTIVE

Text Amendment/County Ordinance 19-04 adds specific language to Chapter 18 App: Appendix a. Glossary to clarify what constitutes a truck stop which would include uses intended to service trucks and their ancillary uses at a truck stop and travel plaza such as truck parking, restaurants, convenience store and fast food service.

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to schedule a Public Hearing on text amendment/county ordinance 19-04.

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

MAP AMENDMENT 19-05:

Ms. Helen Spinelli, AICP, Principal Planner, presented to the Board for their review and approval, Map Amendment 19-05.

In 2008, the State of Maryland amended its Environmental Article and determined that the Critical Area Commission, a division of the Department of Natural Resources, would update the Chesapeake Bay Critical Area boundary maps as it pertains to those counties with coastal areas within one thousand feet (1,000) of tidal waters.

BACKGROUND

The process of updating the Critical Area Overlay Map in Queen Anne’s County occurred over a number of years with draft maps presented to the county and reviewed by Critical Area Commission and county staff. The overall Critical Area Maps were updated and adopted by the Queen Anne’s Board of County Commissioners and the Critical Area Commission in 2018. As part of that update the county and Critical Area Commission reviewed the area known as the Buffer Exempt Area (BEA) separately, which was recommended by the Critical Area Commission. The BEA areas were established with the original Critical Area Mapping and intended to provide buffer exemption for developed lots along the shoreline that were established prior to the Critical Area law that became effective in December of 1985. As with the original Critical Area Mapping, the BEA line was based on the 1972 Maryland State Wetland maps which was represented on Mylar Maps and have many inaccuracies. The Critical Area Commission contracted with Salisbury State University Geographic Information System (GIS) Department and revised the BEA area in Queen Anne’s County using digitally generated geo-referenced information to create a new designation known as the Modified Buffer Area (MBA). The BEA and newly established MBA has specific reduced buffer provisions and other standards which are found in Section 14:1-53 of Chapter 14, the Chesapeake Bay Critical Area Act.

OBJECTIVE

To adopt the Comprehensive update of the Critical Area Buffer Exempt Area (BEA) Maps to a digitally generated geo-referenced overlay layer of the Critical Areas designations of Intensely Developed Areas (IDA), Limited Development Areas (LDA) and Resource Conservation Areas (RCA) renamed as the Modified Buffer Area (MBA) Maps.

On a motion made by Commissioner S. Wilson, seconded by Commissioner J. Wilson, the Board unanimously agreed to request Patrick Thompson, Esq., County attorney to draft an omnibus bill to repeal the Buffer Exempt Area (BEA) maps & replace them with the digitally generated, geo-referenced modified buffer area (MBA) mapping & conceptually approve Map Amendment 19-05 and forward it to the Chesapeake Critical Area Commission for review and approval as a program refinement.

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

KNDF:

Mr. Jody Schulz, Chair, Kent Narrows Development Fund, submitted to the Board for their review and approval, KNDF Draw on 570 Fund.

The Kent Narrows Developing Foundation request’s a draw of \$10,000 from the 570 Fund to cover operating costs until reimbursements from grant program that funded the Stories of the Kent Narrows project are received.

On a motion made by Commissioner Corchiarino, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve the request to draw \$10,000 from the 570 Fund to cover operating costs until grant program reimbursement is received.

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

BEACH TO BRIDGE TRAFFIC PLAN:

Mr. Todd Mohn, Department of Public Works Director, submitted to the Board for their review and approval, Beach to Bridge Traffic Plan.

The Board reviewed a letter that staff is preparing to mail to the Kent Island business community inviting them to a meeting at the Chesapeake Heritage & Visitors Center on March 21 at 9 am. The purpose of the meeting is to receive comments on the “Beach to Bridge Traffic Plan” which has been initiated to provide local and emergency traffic relief on local roads during the summer beach season. The Board also reviewed the list of businesses which will receive the letter.

On a motion made by Commissioner Moran, seconded by Commissioner S. Wilson, the Board unanimously agreed to approve the letter to Kent Island business community as presented.

Commissioners	Yes	No
Moran	x	

J Wilson	x	
S Wilson	x	
Dumenil	absent	
Corchiarino	x	

COMMUNITY SERVICE UPDATE:

Ms. Catherine R. Willis, Department of Community Services Director and Mr. Michael R. Clark, Community Partnership for Children and Families Director, presented to the Board for their review, Community Service Update.

Ms. Willis introduced her support group in the audience and gave an overview of the Community Services Annual Report that will be distributed around the county.

Area Agency on Aging

- FY18 had 279 unduplicated participants across the three senior centers and served 6069 congregate meals
- FY18 provided 27,265 transports in County Ride of which 10,995 were door to door trips and 16,270 were public fixed route trips.
- Transit purchased two new buses; the fleet now totals three vans and sixteen buses for public fixed route trips and door to door services.
- FY18 served 14,784 Home Delivered Meals to 101 individuals, 59 who are at high nutrition risk.
- Successful outreach events included: Annual Senior Summit; MAP Caregivers Conference, Elder Abuse Awareness event, and Medicare Part D Open Enrollment Outreach events.
- 2018 marked the second consecutive year a Community Care staff member, this year Jennifer Hall, was awarded the State of Maryland Information and Referral Professional of the Year.
- Provided 27,724 in total assistance in the Information and Assistance Division.

Housing and Community Services

- The Affordable & Workforce Housing Unit currently has made a total of 111 first time homebuyer’s loans through the Moderately Priced Dwelling Unit Program (\$33) and the Critical Work Force Program (\$78). In FY18, three Critical Workforce loans and five Moderately Priced Dwelling Unit loans were made.
- Completed the construction of the Chesterwye House located at 325 State Street in Stevensville, MD to house four adults with a disability. The project utilized funding for construction from the Community Development Block Grant, QAC Commissioners, and the Chesterwye Foundation. Maryland Agricultural Education and Rural Development Assistance Fund supplied funds to install a wall-to-wall tracking and lift system in the house.

- The Resource Development Specialist applied for 17 grants and other funding opportunities in 2018, resulting in total awards of \$702,994; and \$1,016,250 since the position was first funded in FY15, for the Department of Community Services.
- The Homeless Prevention Unit implemented a new program called Rapid Re-Housing in order to assist the “literally homeless” population in Queen Anne’s County. In FY18 Rapid Re-Housing assisted 6 families consisting of a total of 20 individuals; 9 adults and 11 children. Other homeless prevention programs assisted 69 families consisting of 158 individuals (adults and children).

LMB

- Received continued funding from the Governor’s Office for Crime Control Prevention to provide the Substance Abuse Prevention Program in Queen Anne’s County Public Schools for FY18.
- Received \$335,286 in funding from the Governor’s Office for Children to respond to Governor Hogan’s priority areas of: Opportunity Youth (also known as Disconnected Youth, youth from 16-24 who are not in school and not working); and Children Affected by a Loved One’s Incarceration.
- Through enhancement funding awarded by the Commissioners, a Hunger Backpack Program was established in FY16 and continues to thrive in FY18. In FY16, 226 children were given food on a weekly basis. In 2017 it increased to 309 and it increased again in 2018 to 355 representing a 36% increase. The churches and community helpers matched the Commissioners grant by providing \$27,640 or 110% additional cash of their own into the program.
- Distributed funding awarded by the Commissioners for multiple family programs such as Out of School time activities, hunger avoidance programming and support of the Department of Social Service

CHARACTER COUNTS:

The Board presented Ms. Elaine Butler, Character Counts! and Mr. Wayne Humphries, the following Proclamation, written by Written by Scout Troop 175:

Whereas, Queen Anne’s County was declared a Character Counts community; and

Whereas, all citizens have been called upon to embrace the “Six Pillars of Character” and to incorporate them into their daily lives; and

Whereas, The Character Counts Pillar of the month for March, is “Responsibility” and Scout Troop 175 has demonstrated this pillar in its Boy Scouts of America (BSA) Oath and Law; and

Whereas, the Law all true, that scouts must abide by, is to be Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean and Reverent; and

Whereas, the Oath they must abide by is to do their best, to do their duty to God and their country, to obey the scout law, to help other people at all times, to keep themselves physically strong, mentally awake and morally straight; and

Whereas, all Scouts also live their lives accordingly to their motto: be prepared; and

Whereas, all Scouts will apply these values in their everyday lives by being responsible for their choices, and understand the consequences of their behaviors; and

Whereas, these Scouts have followed their unbreakable constitution, it would be unjust not to abide by it; and

Whereas, Troop 175 regularly gives back to its community to show its spirit, and with the ideal purpose to make it stronger; and

Therefore, it is proclaimed that Scouts BSA, Troop 175 follows its morals, and, always strives for responsibility when completing its tasks;

NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF QUEEN ANNE'S COUNTY, do hereby designate the Character Counts! Pillar of the Month for March as "Responsibility."

CONQUEST PRESERVE MASTER LAND USE PLAN UPDATE:

Mr. Steven Chandlee, Parks and Recreation Director and Ms. Nancy E. Scozzari, Chief of Parks & Resource Planning presented to the Board for their review of the Conquest Preserve Master Land Use Plan Update.

GROUND:

During the period from 1998 to 2003 The Queen Anne's County Board of Commissioners acted to acquire 758 acres that came to be known as Conquest Preserve. Funding for this acquisition was made through several sources including; The Land & Water Conservation Fund (LWCF, through the US Dept. of the Interior, National Park Service and administered through Maryland Department of Natural Resources), the North American Wetlands Conservation Association (NAWCA), Maryland State-side Program Open Space (POS), and the Maryland Rural Legacy program (administered through Maryland DNR).

The purpose of this land acquisition was to protect and provide open space within the Chesapeake Bay Watershed in an area along the shorelines of the Chester and Corsica Rivers highlighting County, State and Federal preservation and conservation measures along with our local natural and cultural heritage. Future land use would prescribe public access that would be compatible with, and appropriate to preserve the open space, woodlands, wetland character and scenic landscape of the property.

BROADBAND COMMITTEE UPDATE:

Ms. Megan DelGaudio, IT Manager/GIS Specialist II and Mr. Adam Weinstein, Broadband Advisory Committee, presented to the Board Broadband Committee Update.

The Broadband Advisory Committee (BAC) has worked tirelessly to create and recommend a plan to move forward with the expansion of Broadband in Queen Anne's County.

An update of BAC activities to date;

A request to develop and issue, on behalf of QAC, Requests for Proposals (RFPs) for countywide broadband-coverage strategy and engineering needs assessments; and
A description of the BAC's proposed, longer-term vision of how the BAC can best advise the QAC Commissioners in expanding access to high-speed Internet.

The State of Maryland has issued an RFI that, if our response is approved, could provide the County with 50% (maximum of \$60K) of the cost for the needs assessment and strategic plan proposed by the Committee.

The following were reviewed:

Update on committee activities
Committee recommendations & vision
3 Requests:

Expanded role for BAC to identify and recommend opportunities for county supported solutions.

Examples:

Network expansion to facilitate ISPs to deliver last mile wired services
Support network and towers for hybrid wired/wireless projects
Vet and advise on grants and other opportunities that arise

Expand the scope of the QAC Broadband Advisory Committee to:

- Develop a strategic plan for evaluating and prioritizing county-supported broadband expansion projects
- Identify potential projects (ongoing)
- Present projects and funding options to commissioners (ongoing)

Approve administrative resources for supporting committee
(administrative FTE for office of technology – project support and management)

RFP for Strategic planning

- RFP for a strategic consultant
- Goal: develop a framework for identifying and prioritizing projects
- Expected costs \$50-75K

- Expected completion 6-9 months after contract signed
- Expected frequency: one time with updates every 24-36 months

RFP for Engineering

- RFP for a network/technology engineering consultant
- Goal: detailed analysis of specific projects identified
- Expected costs \$50-75K/year
- Expected work on 6-month cycle
- Frequency: ongoing

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve the recommendations of the BAC and allow the issuance of the RFPs to; i.) provide a needs assessment and strategic plan, and ii) provide a network engineering-based design of the phases recommended in the resulting strategic plan. These plans will serve as the basis for future recommendations to the Commissioners by the Committee.

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

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve the recommendation of the BAC to have resources designated for the support and operation of the committee especially through the REP processes.

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

On a motion made by Commissioner J. Wilson, seconded by Commissioner Corchiarino, the Board unanimously agreed to approve the recommendation of the Broadband Advisory Committee and allow the issuance of the RH response to enable the County to work with the State Office of Rural Broadband to fund a portion of the need's assessment and strategic plan.

Commissioners	Yes	No
Moran	x	

J Wilson	x	
S Wilson	x	
Dumenil	absent	
Corchiarino	x	

TIF PRESENTATION:

Mr. Jonathan Seeman, Budget & Finance & IT Director and Mr. Kenan Rice and Ms. Emily Metsler, Unicap, presented to the Board, TIF Presentation.

What is Tax Increment Financing (TIF):

- A self-financing tool available to local governments:
- Encourage economic development
- Build public infrastructure
- Change the character of existing land use in strategic locations
- Redevelop urban areas

How TIF Works:

- Base value set at current assessed value
- Development increases assessed value
- Higher assessed values result in additional property tax revenues
 - Revenues are tax increment revenues
- County commits portion of increase in real property tax revenues to pay for public improvements
 - Bonds are not an obligation of the general fund
 - No County obligation to repay bonds

Kent Narrows and TIF Solution:

- Infrastructure is inadequate:
 - Current infrastructure is either failing or cannot adequately support future development
- Infrastructure problems need to be solved
 - Creates opportunity for additional economic development
- Assessment increases from new development result in tax increment revenue to repay bonds
- Bonds (and improvements paid for with bonds) not repaid from general fund
- TIF financed improvements:
 - Water improvements
 - Waterlines, upgrades to water treatment plant, elevated storage tank
 - Sewer improvements
 - Collection station, pump station, sewer line
 - Other public improvements

- Route 18 roundabout, trail to Chester, parking garage
 - Required public improvement costs: \$34,000,000
- Portion of improvement costs will be responsibility of developers
- Improvements address existing needs and future other public improvements
- Current development unable to pay for costs of public improvements that:
 - Fix existing problems,
 - Serve other future development
- County can take advantage of improvements built by new development
 - Oversizing improvements fixes existing problems and meets future needs
 - Public improvements facilitate other future development
- Developers pay for their share of costs of public improvements.
- TIF pays for oversizing.
- General fund not required to pay costs funded by TIF

Mr. Seeman asked the Board if they wanted to move forward and reviewed the following options:

Alternative Options for TIF:

- Market issued bonds, no backup special tax
 - Financing of area-wide public improvements
 - Does not require developer consent
 - Most limited in amount of money for improvements
 - \$8,450,000 available for public improvements
- Market issued bonds, backup special tax
 - Financing of area-wide public improvements
 - Results in more money for improvements
 - Requires developer consent to special tax
 - \$10,000,000 available for public improvements
- Developer held bonds
 - Financing of area-wide public improvements
 - Minimizes market constraints
 - Increases available proceeds for improvements
 - Requires developers to advance funds
 - \$10,400,000 available for public improvements
- Combination of market issued and special tax bonds
 - Financing of area-wide public improvements
 - Special tax and TIF revenues together allow for 100% funding of public improvements
 - \$34,100,000 available for public improvements
 - Requires developer consent to special tax

The next step would be to meet with the developers, DPW and Board members and see what the developers would agree to. The Board agreed to move forward.

SEA LEVEL RISE REPORT PRESENTATION:

Ms. Helen Spinelli, AICP, Principal Planner and Mr. Brian Ambrette, Eastern Shore Climate Adaptation Partnership (ESCAP), presented to the Board for their review, Sea Level Rise Report Presentation.

Coastal flooding is not a new phenomenon on the Eastern Shore of Maryland. However, current modeling by the U.S. Geologic Survey (USGS) indicates that sea level is rising in the Chesapeake Bay nearly twice as fast as the global rate. The risk of flood damage from coastal storms is growing as sea levels rise and development encroaches on shorelines. While the region's historical vulnerability to flood events is understood and accounted for by planners, the coastal floodplain of the 21st century will look and behave very differently than it used to. The goal of this report is to clarify these new flood risks by assessing several scenarios that consider rising sea levels in the Chesapeake Bay and its tributaries.

This report is intended: 1) to inform decision makers and residents about local risks associated with the combination of sea level rise and coastal storm flooding; and 2) to guide communities towards policies and practices that will reduce flood and sea level rise risk. The report provides local government leaders and staff with data, analyses, policy options, and implementation guidance.

Partners in the development of this report include the Eastern Shore Regional GIS Cooperative (ESRGC), the Georgetown Climate Center, and the University of Maryland Environmental Finance Center. This report is the result of a yearlong planning process aimed at assisting ESCAP communities in preparing for sea level rise impacts. Using a "science to solutions" process, the project team combined geospatial data and economic information to assess risk and vulnerability to flood and sea level rise (SLR) impacts. These findings were the foundation of community adaptation workshops, which informed the recommendations and model language, provided herein.

The rates of sea level rise used in this report - approximately 2 feet by the year 2050 and 6 feet by the year 2100 - are based on extensive research by the U.S. Army Corps of Engineers and closely match projections included in the Maryland Climate Commission's "Sea Level Rise: Projections for Maryland 2018." Specific sea level rise rates used for each jurisdiction in this study are listed in Section VI.

A series of community adaptation workshops for local elected leaders and planning staff were held to ground truth the analyses performed by the Eastern Shore Regional GIS Cooperative. Local concerns about flooding were discussed, including:

1. A need for expanded freeboard requirements
2. Recognition that 1% chance storms seem to be occurring more frequently and extreme weather events are increasing in severity

3. Acknowledgement that sea level rise is reducing the margin of safety afforded by existing floodplain management practices (ordinances, building codes, policies, etc.). Stronger practices are needed to maintain and improve the margin of safety in the region's housing stock.

The workshops also gathered potential strategies for local jurisdictions to reduce sea level rise and flood risks. The Georgetown Climate Center and UMD Environmental Finance Center responded to the comments from the workshop participants and compiled specific policy options and practices that will help local officials plan for sea level rise impacts in their community. The recommendations that were prioritized by ESCAP members during the community adaptation workshops include:

1. Conduct a resilience assessment prior to undertaking new capital investment projects
2. Develop a multi-year maintenance and upgrade plan for infrastructure and other assets
3. Integrate resilience into capital improvement planning
4. Expand the regulatory floodplain
5. Enact three-foot freeboard requirements in all building codes
6. Regulate Coastal A zones as V zones

Flood risk is changing across the Eastern Shore. The strategies included in this report will help communities build a greater margin of safety against coastal storms. While the 2050 and 2100 scenarios seem far off, the buildings where residents will live and work in those future years are being built today. Now is the time to build in the protections that the Eastern Shore's building stock and infrastructure need to weather new flood risks.

PRESS AND PUBLIC COMMENTS:

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

1. Mark Palmasano
2. Gigi Windley
3. Mary Margaret Revell Goodwin
4. Linda Friday

COMMISSIONER'S ROUNDTABLE:

Commissioner J. Wilson discussed the following:

MACo update:
Kirwan Commission
Oyster Legislation
Solar Legislation - Personal Property Tax
Wished Gregg good luck

Commissioner S. Wilson discussed the following:

Attended the Legislative Reception last night

Wished Gregg good luck

Commissioner Corchiarino discussed the following:

Wished Gregg good luck

Commissioner meetings live broadcast

Commissioner Moran discussed the following:

Wished Gregg good luck

Review some of Gregg's accomplishments

There being no further business, they adjourned at 8:05 p.m. to meet again on Tuesday, March 26, 2019.

EXECUTIVE ASSISTANT

PRESIDENT