

**BOARD OF COUNTY COMMISSIONERS OF  
WASHINGTON COUNTY  
Hagerstown, Maryland**

May 2, 2017

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Commissioner Barr offered the Invocation followed by the Pledge of Allegiance to the Flag by the full assemblage.

**CALL TO ORDER**

President Terry L. Baker called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:03 a.m. at 100 West Washington Street, Room 1113, with the following members present: Vice President Jeffrey A. Cline and Commissioners John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr.

**APPROVAL OF MINUTES – APRIL 25, 2017**

Commissioner Keefer, seconded by Myers, moved to approve the minutes of April 25, 2017. The motion passed with Commissioners Keefer, Myers and Baker voting “AYE” and Commissioners Barr and Cline “ABSTAIN.”

**COMMISSIONERS’ REPORTS AND COMMENTS**

Commissioner Cline wished success to Brooke’s House and founder Kevin Simmers for the facility’s ground-breaking ceremony this morning attended by the Commissioners.

Commissioner Barr commented on today’s “Washington County Gives” program where donors can pledge to local non-profit organizations through the Community Foundation. He attended this morning’s Community Foundation’s Leadership breakfast and the groundbreaking for Brooke’s House. Mr. Barr reported on his trip last week with airport staff for a conference at Allegiant Air headquarters in Las Vegas. Allegiant has challenged Washington County to increase its flight participation for the St. Pete/Clearwater route to the same level as Sanford, Florida. If successful, Allegiant will end the hiatus period for the St. Pete/Clearwater flights and perhaps discuss another destination from Hagerstown.

**REPORTS FROM COUNTY STAFF**

**Health and Human Services – Engineering and Construction Management**

**Reorganization Plan**

Stephanie Stone, Director, Health and Human Services, introduced a reorganizational plan for the Division of Engineering and Construction Management that will save the County approximately \$58,000. County Administrator Rob Slocum discussed the proposals as follows:

- Upgrading three individuals to the following positions that will report directly to the County Administrator:  
Deputy Director of Engineering Scott Hobbs to the Director of Engineering

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Deputy Director of Plan Review Tim Lung to the Director of Plan Review  
Deputy Director of Construction Rich Eichelberger to the Director of Construction and Code Official

- Upgrading Chief Plans Examiner Frank Quillen to Deputy Code Official
- Upgrading Senior Office Associate Jennifer Mellott to Administrative Assistant
- Eliminating the position of Deputy Director of Permitting and upgrade Permit Administrator Becky Gander to the position of Chief of Permits

Mr. Slocum recommended that the following positions be reclassified for competitive promotion and advertised internally:

- Chief of Design
- Chief Project Manager
- Chief Inspector
- Chief Plan Reviewer

He also recommended downgrading the Office Manager position vacated by Krista Hart in Engineering and Construction Management to Grade 9 Administrative Assistant. Mr. Slocum proposed to postpone filling his former position of the Director of the Division of Engineering and Construction Management for approximately six months. The Commissioners discussed the proposals.

Commissioner Myers, seconded by Keefer, moved to approve all human resource proposals as presented, including approval to advertise internally to fill the Chief of Design, Chief Project Manager, Chief Inspector and Chief Plan Reviewer positions. The motion passed unanimously.

### **Budget and Finance – Recent Bond Ratings**

Chief Financial Officer Debra Murray discussed recent conferences held with bond rating agencies. She stated that the County has maintained an overall AA rating with the top three rating agencies, Standard and Poor's, Moody's and Fitch, which commented on the County's stable outlook and strong financial policies and management. She stated that the success of the downtown Urban Improvement Project and Cascade Town Centre Project would contribute to economic expansion. An AAA rating would take such economic development.

### **County Administrator**

County Administrator Rob Slocum commended the County's IT, Planning, and Engineering and Construction Management departments for their work to implement new online automation software. Staff worked over the weekend to assure the software would be available May 1.

### **Bethel Gardens Payment In Lieu Of Taxes Proposal**

County Administrator Rob Slocum brought forth the proposal for discussion that was presented by Andrew Wilkinson, the attorney representing Bethel Gardens Development

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Partners, LP and discussed by the Commissioners on April 25, 2017. Attorney Wilkinson reviewed the proposal that requests the Commissioners execute a Payment in Lieu of Taxes (PILOT) agreement for Bethel Gardens, a 94 unit low income housing complex built in 1976 and located within the City of Hagerstown, set to undergo major renovations if tax-preferred financing is approved. The PILOT requires the approval of both the County Commissioners and Hagerstown City Council. The Council voted to approve the PILOT during its April 25, 2017 meeting.

The Commissioners discussed the increase in payments expected through the proposed PILOT which would be approximately \$2000 above the \$10,000 now received. Commissioner Keefer noted that the investors in the project would be making a profit. Commissioner Baker stated that he does not support the proposal due to the struggles of homeowners who do not qualify for special programs. He also mentioned the estimated \$58,000 cost to provide policing services to Bethel Gardens. Commissioner Myers commented that all the remarks given were true; however, Bethel Gardens would likely deteriorate if the project is not approved.

Commissioner Myers moved to approve the PILOT agreement for Bethel Gardens Development Partners, LP as presented during the Commissioners' April 25, 2017 meeting. Commissioner Barr seconded the motion. Commissioner Cline commented that is a difficult issue but if Bethel Gardens is left to deteriorate, it would affect the surrounding properties. The motion passed with Commissioners Myers, Barr and Cline voting "AYE" and Commissioners Keefer and Baker "NO."

### **County Administrator**

County Administrator Rob Slocum reminded citizens of tonight's budget presentation at 7:00 p.m. at Hagerstown Community College's Kepler Theatre.

### **County Clerk - Appointments to Boards/Commissions**

#### **Area Agency on Aging**

Commissioner Barr, seconded by Keefer, moved to appoint Deborah Cohill and Aggie Llewellyn to serve three-year terms through April 30, 2020 on the Area Agency on Aging Advisory Council. The motion passed unanimously.

#### **Advisory School Design Review Committee**

Commissioner Barr, seconded by Myers, moved to appoint Paul Fulk and George Stone (citizen-at-large representatives), Robert Kochera (electrical contractor), James Nipps (facilities manager), Nicholas Hill (general contractor), and Michael Johnston (mechanical contractor) to serve three-year terms through April 30, 2020; and Richard Akers (Board of Education educator), and Rob Rollins (Board of Education Director of Facilities) to serve unending terms on the Advisory School Design Review Committee. The motion passed unanimously.

### **CITIZENS' PARTICIPATION**

No citizens attending the meeting wished to participate.

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**CONTRACT AWARD – ARCHITECTURAL, ENGINEERING DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION FOR THE WASHINGTON COUNTY PUBLIC SAFETY TRAINING CENTER PROJECT**

Karen Luther, Purchasing Agent, Purchasing, and Scott Hobbs, Deputy Director, Engineering and Construction Management, recommended award of the contract for the Architectural, Engineering, Design Services and Construction Administration for the Washington County Public Safety Training Center Project (PUR-1339) to the responsive, responsible proposer, Crabtree, Rohrbaugh and Associates of Mechanicsburg, Pennsylvania/Baltimore, Maryland, for the eight phases of the project with the lowest Total Lump Sum Fee of \$528,000. Mr. Hobbs described the planned Training Center to be located at 9238 Sharpsburg Pike, designed to be a multi-phase project that will over time provide a site with several facilities for use by fire and rescue, emergency medical services and law enforcement throughout the County. The first phase will include a public safety training center building and parking lot. Design and construction funding is included in the Capital Improvement Budget. The Engineering/Design portion is budgeted at \$612,000.

The Commissioners discussed the proposal including potential traffic issues at the site and whether there was room on the property to establish a truck driving training center as requested by Hagerstown Community College.

Commissioner Barr, seconded by Keefer, moved to award the contract for the Architectural, Engineering, Design Services and Construction Administration for the Washington County Public Safety Training Center Project to the responsive, responsible proposer, Crabtree, Rohrbaugh and Associates of Mechanicsburg, Pennsylvania/Baltimore, Maryland, for the eight phases of the project with the lowest Total Lump Sum Fee of \$528,000. The motion passed unanimously.

**HAGERSTOWN-WASHINGTON COUNTY TOURISM WEEK AND WASHINGTON COUNTY 14<sup>TH</sup> ANNUAL MUSEUM RAMBLE**

Angie Hummer, Chair, Hagerstown-Washington County Convention and Visitors Bureau, and William Knode, President, Washington County Association of Museums and Historical Sites, provided details on the Hagerstown-Washington County Tourism Week and the Washington County 14<sup>th</sup> Annual Museum Ramble. Mr. Knode stated that five new attractions have been added this year - Children's Village, St. Mark's Episcopal Church in Lappans, Brown's Meeting House in Clear Spring, and St. Thomas' Parish and the Bowles House, both located in Hancock. He noted that 1800 packets were being distributed this year to fourth graders in public and private schools in addition to a pass to visit any public park in the United States for free. The Commissioners presented a proclamation to Ms. Hummer and Mr. Knode in recognition of the Hagerstown-Washington County Tourism Week and the Washington County 14<sup>th</sup> Annual Museum Ramble.

**COMMISSIONER COMMENT**

Commissioner Barr expressed concerns with the heavy traffic using the Sharpsburg Pike entrance during the summer's Ag Expo & Fair. He commented on the possibility of

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establishing an additional means of ingress and egress now that the County has acquired additional land at the Agricultural Education Center.

**CONVENE IN CLOSED SESSION**

Commissioner Keefer, seconded by Myers, moved to convene in closed session at 11:07 a.m. 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; and any other personnel matter that affects one or more specific individuals; and to consider a matter that concerns the proposal for a business or industrial organization to locate, expand or remain in the State; and to consult with counsel to obtain legal advice on a legal matter, in accordance with Section 3-305(b) (1), (4), and (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the potential appointment of several specific individuals to a local commission over which the Commissioners have appointment authority; discussed a proposal submitted by a business entity desiring to locate or expand in the County/State; discussed a County employee position recommendation with staff; discussed the potential appointment of several specific individuals to a local board over which the Commissioners have appointment authority; discussed a personnel matter/recommendation involving a specific individual; and considered several County employee position recommendations and other related staffing/transition issues with the Assistant County Administrator and staff.

During closed session, the Commissioners decided to seek additional information relating to potential appointments to a local commission over which the Commissioners have appointment authority and will plan to discuss further at next week's meeting; provided direction to staff regarding a proposal by an entity desiring to locate or expand in the County/State and instructed staff to move forward with the appropriate process; the Commissioners provided direction to staff as to a County employee position recommendation; instructed staff to bring forth the potential appointments to a local board over which the Commissioners have appointment authority for further consideration and discussion and a possible vote during a future open session meeting; provided specific direction to staff regarding an ongoing personnel matter; and provided direction to the Assistant County Administrator and staff as to several County employee position recommendations and instructed staff to bring the proposed recommendations to the Commissioners in a future open session meeting for further discussion and consideration.

Present during closed session were Commissioners Terry L. Baker, Jeffrey A. Cline, John F. Barr, Wayne K. Keefer and LeRoy Myers, Jr. Also present were Robert J. Slocum, County Administrator; Sarah Sprecher, Assistant County Administrator; Vicki C. Lumm, County Clerk; John M. Martirano, County Attorney; Kirk C. Downey, Deputy County Attorney; Stephanie Stone, Director, Health and Human Services; and at various times


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Debra Murray, Chief Financial Officer; Jim Sterling, Director, Public Works; and Wonro Lee, CEO; Gunseon Lee, Chairman; and Junehee Lee, CFO, JG Business Link International (JGBLI).

The closed session meeting adjourned at 1:49 p.m.

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Robert J. Slocum, County Administrator

  
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John M. Martirano, County Attorney

  
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Vicki C. Lumm, County Clerk

**BOARD OF COUNTY COMMISSIONERS OF  
WASHINGTON COUNTY  
Hagerstown, Maryland**

May 2, 2017

**PUBLIC HEARING FOR PROPOSED FISCAL YEAR 2018 BUDGET AND  
TAX RATE**


A public hearing of the Board of County Commissioners of Washington County was held at 7:04 p.m. in the Kepler Theatre at Hagerstown Community College to consider the proposed Property Tax Rate for Fiscal Year (FY) 2018 pursuant to the laws of the State of Maryland as well as the proposed FY 2018 budget for Washington County. In attendance were President Terry L. Baker, Vice President Jeffrey A. Cline, and Commissioners John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr.

County Administrator Robert J. Slocum announced that the public hearing was being held pursuant to and to satisfy the specific requirements of the laws of the State of Maryland, the requirements of the Constant Yield Tax Rate law, as contained in the notice published in The Herald-Mail on Tuesday, April 20, 2017, and to consider and obtain public comment on the proposed FY 2018 budget for Washington County as advertised. During the presentation, Mr. Slocum referred to the Citizen's Guide to the Budget for Fiscal Year 2018, which was available at the public hearing and can be found on the County's website and shall be added into the recorded minutes. Mr. Slocum stated that property tax rate for Fiscal Year 2018 will remain at the rate of 94.8 cents per \$100 of assessed value. The 2018 Washington County budget totals \$315,651,550, which is \$15,083,010 or 5.02% above the FY 2017 approved budget. The County has maintained an overall AA rating with the top three rating agencies and has received positive comments on its stable outlook, strong financial policies and financial management. The proposed budget provides base services, maintains low debt levels, and preserves the County's cash operating reserves so it can meet challenges and opportunities in the future as it has done in the past.

Commission President Terry L. Baker opened the hearing for public testimony. Eleven individuals spoke on issues concerning the budget. Commissioner Baker adjourned the hearing at 8:05 p.m.

  
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Robert J. Slocum, County Administrator

  
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John M. Martirano, County Attorney

  
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Vicki C. Lumm, County Clerk