



## Board of County Commissioners of Washington County, Maryland

### *Open Session Minutes*

September 17, 2019

#### **INVOCATION AND PLEDGE OF ALLEGIANCE**

Pastor Doug Oliver presented the invocation followed by the Pledge of Allegiance to the Flag by the full assemblage.

#### **CALL TO ORDER**

Vice-President Terry L. Baker called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:00 a.m. at 100 West Washington Street, Room 1113, Hagerstown, Maryland, with the following members present: Commissioners Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner. (President Jeffrey A. Cline was absent).

#### **APPROVAL OF MINUTES**

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the minutes of September 10, 2019. The motion passed unanimously (4-0, Commissioner Cline was absent).

#### **COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Keefer discussed a printed article as a result of a Planning Commission meeting on the topic of a property on Downsville Pike. He shared that the article read that Commissioners asked that the property be donated; Commissioner Keefer clarified that is not the case. He added that according to minutes from that discussion, the Board discussed the purchase of said property to join with Marty Snook Park.

Vice-President Baker thanked Pastor Oliver for presenting the morning invocation. Additionally, he asked staff to allow parking at County parks for trout fishermen.

#### **REPORTS FROM COUNTY STAFF**

##### *Board of Elections*

Barry Jackson, Deputy Director, and Teresa Morningstar, Supervisor, advised the Board that the Board of Elections will host an Open House in recognition of National Voters Registration Day on Tuesday, September 24, 2019 from 9:00 a.m. to 3:00 p.m. at 35 West Washington Street, Hagerstown, MD.

##### *Division of Public Relations and Marketing*

Danielle Weaver, Director, briefed the Board on the new County app for mobile marketing, which will permit interaction with County Government, adding that the app will launch today.

##### *Office of Budget and Finance*

Sara Greaves, CFO, shared information regarding activities within the Office of Budget and Finance. She further briefed the Boards on funds requiring transfers to include \$100K to the Golf Fund; \$200K to Highway funds; and \$2.5 million for the Capital fund.

##### *County Administrator*

Rob Slocum recognized several employees for providing outstanding customer service to include Homer Spradlin, Randy Kretzer, Jimmy Hastings, and Keven McClanathan. Mr. Slocum presented Doug Levine and Zane Rowe, on behalf of the Highway Department, an award that was presented to Washington County for the Amateur Road National Championships.

**CITIZENS' PARTICIPATION**

Steven McDonough of 16906 Pickwick Lane, Hagerstown, and Ed Pipton of 11326 Lakeside Drive, Hagerstown, discussed the mobile home tax in Washington County.

**INTERGOVERNMENTAL COOPERATIVE PURCHASE – MARYLAND STATE HIGHWAY ADMINISTRATION CONTRACT FOR LINE STRIPING AT VARIOUS LOCATIONS IN WASHINGTON COUNTY**

Brandi Naugle, Buyer, Purchasing Department; Doug Levine, Traffic Supervisor, Highway Department; and Zane Rowe, Deputy Director of Highway Department, requested authorization by resolution for the Intergovernmental Cooperative Purchase relating to the service of line striping of 1,309,520 linear feet (l.f.) at \$.074/l.f.on various roads within Washington County from Alpha Space Control Co., Inc. of Chambersburg, PA, and to utilize another jurisdiction's contract that was awarded by the Maryland State Highway Administration. The cost for the line striping is \$96,904.48; funds are budgeted in the Highway Department 515000.20.20050 account.

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve by resolution, the Intergovernmental Cooperative Purchase as presented. The motion passed unanimously. (4-0, Commissioner Cline was absent).

**BID AWARD (PUR1438) LIQUID ROOF COATING SYSTEM AT THE HAGERSTOWN REGIONAL AIRPORT**

Ms. Naugle, and Garrison Plessinger, Director, Hagerstown Regional Airport, recommended award of the contract for the liquid roof coating system at the Hagerstown Regional Airport to the responsive, responsible bidder, Jake's Roof Restorations of Greencastle, PA for the total sum price of \$58,950.

Commissioner Wagner, seconded by Commissioner Keefer, moved to award the contract to Jake's Roof Restorations in the amount of \$58,950 as presented. The motion passed unanimously. (4-0, Commissioner Cline was absent).

**HAGERSTOWN REGIONAL AIRPORT (HRA) BUDGET AMENDMENT**

Mr. Plessinger recommended approval of a budget amendment in the amount of \$207,000 for the local share portion of the terminal expansion project, to cover non-Federal Aviation Administration eligible items in the bid, from BLD082.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the budget transfer in the amount of \$207,000, as presented. The motion passed unanimously (4-0, Commissioner Cline was absent).

**BID AWARD (PUR1436) AIRPORT TERMINAL BUILDING EXPANSION PROJECT**

Rick Curry, Director, Purchasing Department, and Mr. Plessinger, recommended award of the Hagerstown Regional Airport Terminal Expansion Project (PUR1436) to the responsive, responsible bidder, Callas Contractors, Hagerstown, MD, for the lowest total base bid amount of \$6,050,000, Alternate No. 2 in the amount of \$156,500, Alternate No. 3 in the amount of \$90,000, Alternate No. 4 in the amount of \$32,500, and Alternate No. 5 in the amount of \$62,000, for a Total Sum Bid of \$6,391,000; contingent upon approval of the final contract by the County Attorney's office.

Commissioner Keefer, seconded by Commissioner Wagner, moved to award PUR1436 to Callas Contractors in the amount of \$6,391,000, as presented. The motion passed unanimously (4-0, Commissioner Cline was absent).

**SOLE SOURCE PROCUREMENT AWARD FOR SCHOOL BASED HEALTH CENTER IN WASHINGTON COUNTY, MARYLAND**

Mr. Curry, and Allison Hartshorn, Grant Manager, Office of Grant Management, recommended award of a sole source procurement to the Meritus Medical Center, Inc., in the amount of \$190,365 for operating expenses of School Based Health Centers operated at Western Heights Middle School and South Hagerstown High School.

Commissioner Keefer, seconded by Commissioner Wagner, moved to award the sole source procurement to Meritus Medical Center, Inc. in the amount of \$190,365, as presented. The motion passed unanimously (4-0, Commissioner Cline was absent).

**CONSTRUCTION BID AWARD – UNDERPASS WAY SIDEWALK EXTENSION**

Scott Hobbs, Director, Engineering, recommended award of the Underpass Way Sidewalk Extension contract to the lowest responsive, responsible bidder, MIM Construction, Inc., Frederick, MD, in the amount of \$122,036. Funds are budgeted in the Capital Improvement Plan project (RDI062).

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to award the Underpass Way Sidewalk Extension contract to MIM Construction, Inc. in the amount of \$122,036, as presented. The motion passed unanimously (4-0, Commissioner Cline was absent).

**WASHINGTON GOES PURPLE CAMPAIGN**

Emily Keller, Council Woman, City of Hagerstown; Sheriff Douglas Mullendore; and Earl Stoner, Washington County Health Department, brought forth information pertaining to the Washington Goes Purple Campaign.

Commissioners thanked Council Woman Keller and Sheriff Mullendore for their efforts towards the Opioid crisis.

**RECRUITMENT INCENTIVE PAY AND ACADEMY CONTRACTS**

Sheriff Mullendore recommended approval of the Recruitment Incentive Pay, which would provide new recruits \$2,500 per year for two (2) years upon acceptance of employment with the Sheriff's Office as a sworn deputy. He further explained that should the recruit cease employment with the Sheriff's Office within three (3) years of their hire date, they would be required by contract to reimburse those funds to the County. Additionally, Sheriff Mullendore requested approval of a contract that would require a recruit to reimburse the County for the cost of the Police Academy Training (\$2,500) should they cease employment within three (3) years.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the Recruitment Incentive Pay; and to approve the request for Police Academy Reimbursement contract, as presented. The motion passed unanimously (4-0, Commissioner Cline was absent).

**REDLINE REVISION POLICY AND MINOR SITE PLANS WITHIN THE DIVISION OF PLAN REVIEW AND PERMITTING**

Ashley Holloway, Director, Plan Review and Permitting, and Rebecca Calimer, Chief of Plan Review, presented the Commissioners with information regarding the Redline Revision policy and what submissions are deemed minor site plans. The Commissioners discussed the process in depth and discovered that additional conversation needs to be held regarding this matter.

**CONVENE IN CLOSED SESSION**

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to convene in closed session at 11:38 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; or any other personnel matter that affects one or more specific individuals; to consult with counsel to obtain legal advice, and to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State in accordance with Section 3-305(b)(1) and (4) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously (4-0, Commissioner Cline was absent).

In closed session, the Commissioners discussed the filling of certain personnel vacancies with specific individuals; and they discussed the employment and assignment of personnel with staff. The Commissioners considered several economic development initiatives including the potential for a business entity or entities to locate in the State and County. The Commissioners received legal advice concerning property rights and interests, were informed regarding contractual rights relating to real property, and gave directions to staff regarding these matters.

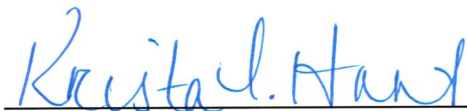
Present during closed session were Commissioners Terry L. Baker, Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner (Commissioner Jeffrey A. Cline was absent). Also present were Robert J. Slocum, County Administrator; Krista L. Hart, County Clerk; Kirk C. Downey, County Attorney; and at various times Deborah Condo, Deputy Director, Human Resources; Dave Hays, Director, Emergency Management; Susan Small, Director, Business Development; Scott Hobbs, Director, Engineering; Andrew Eshleman, Director, Public Works; and specific interviewees for a vacant position to be filled by the Commissioners.

**RECONVENE IN OPEN SESSION**

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to reconvene in open session at 3:35 p.m. The motion passed unanimously (4-0, Commissioner Cline was absent).

**ADJOURNMENT**

Commissioner Wagner, seconded by Commissioner Keefer, moved to adjourn at 3:36 p.m. The motion passed unanimously (4-0, Commissioner Cline was absent).



Krista L. Hart, *County Clerk*