



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

November 19, 2019

JOINT MEETING WITH WASHINGTON COUNTY BOARD OF EDUCATION

The Board of County Commissioners met with the Washington County Board of Education (BOE) at 10435 Downsville Pike, Hagerstown. President Jeffrey A. Cline called the meeting to order at 1:30 p.m. In attendance were Vice President Terry L. Baker and Commissioners Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner; also present were Kirk C. Downey, County Attorney/Interim County Administrator; and Krista Hart, County Clerk. Washington County Public School staff members in attendance included Dr. Boyd Michael, Superintendent, Jeffrey Proulx, Chief Operations Officer; Rob Rollins, Director, Facilities Planning and Development, and Anthony Trotta, Attorney. BOE members in attendance included Melissa Williams, Board President, Stan Stouffer, Board Vice-President, and members Linda Murray, Wayne Ridenour and Pieter Bickford. Also present was Christopher Mackley, Student Member.

Ms. Williams welcomed the Commissioners and introduced staff.

State and Local FY2021 Capital Improvement Program (CIP) Plan

Mr. Proulx shared information regarding the BOE's review of the State and Local FY21 CIP Plan, including potential funding requests for the next five (5) fiscal years beyond FY21. He discussed goals which included the development of a fiscally responsible, prioritized, long-range plan that addresses renovation, identifies and resolves seating capacity and systemic needs, minimizes local costs through strategic State funding requests, and reduces the building replacement cycle and operational costs.

Mr. Rollins discussed the proposed projects and costs to include Sharpsburg Elementary School, \$7,029,000; South Hagerstown High School Roof Replacement, \$2,304,000; Smithsburg High School HVAC Replacement, \$5,958,000; Western Heights Middle School Roof Replacement, \$2,632,000; North Hagerstown High School Chiller Replacement, \$1,026,000; and School #1 (Hickory Elementary School and Fountain Rock Elementary School replacement) Preliminary Process, \$500,000. Additionally, Mr. Rollins shared information regarding State and Local CIP funding requests for various projects through FY26.

President Cline asked if combining schools would be a detriment to the education and learning experience for students. Dr. Michael shared that due to previous budget constraints and funding issues shared by the previous Board of County Commissioners, the plan to combine schools had been created.

2020 Legislative Program for the Washington County BOE

Ms. Williams presented information as it pertains to the BOE 2020 Legislative Program. Ms. Williams stated that the BOE adopted its 2020 Legislative Program during a public business meeting on October 15, 2019 and includes support of the Urban Improvement Project partnership. Ms. Williams discussed Core Values under the 2020 Legislative Program to include Adequate and Equitable Local and State Funding, Local Control, and Legislative Mandates.

RECESS

The Commissioners recessed at 2:02 p.m.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

A moment of silence was observed, followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President Jeffrey A. Cline called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 4:00 p.m. at 100 West Washington Street, Room 1113, Hagerstown, Maryland, with the following members present: Vice President Terry L. Baker and, Commissioners Cort F. Meinelschmidt and Randall E. Wagner. (Commissioner Wayne K. Keefer was absent.)

APPROVAL OF MINUTES

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the minutes of November 12, 2019. The motion passed unanimously. (4-0, Commissioner Keefer was absent.)

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to convene in closed session at 4:07 p.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; and to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the development of fire and police services and staff; and (ii) the development and implementation of emergency plans, in accordance with Sections 3-305(b)(1) and (10) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously. (4-0, Commissioner Keefer was absent.)

In closed session, the Commissioners discussed specific employment requests and recommendations and gave staff further direction regarding specific individuals and positions pertaining to said requests. Additionally, the Commissioners discussed the provision of public security, including the development of fire and emergency medical services and staffing.

Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Cort F. Meinelschmidt, and Randall E. Wagner. Also present were; Krista L. Hart, County Clerk; Kirk C. Downey, County Attorney/Interim County Administrator; Kendall McPeak, Deputy County Attorney, and at various times Rachel Brown, Director, Human Resources; Dave Hays, Director, Emergency Services; Sara Greaves, CFO; Tom Brown, Assistant Director, Emergency Services; Brian Albert, Operations Manager, Emergency Services; Mike Smith, Deputy Director, Collections & Operations, Division of Environmental Management; Jeremy Mose, Deputy Director, Division of Environmental Management; and Homer Spradlin, Section Supervisor, Highway Department.

RECONVENE IN OPEN SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to reconvene in open session at 5:23 p.m. The motion passed unanimously. (4-0, Commissioner Keefer was absent.)

Commissioners recessed at 5:23 p.m. and returned to the meeting at 6:00 p.m.

COMMISSIONERS' REPORTS AND COMMENTS

The Commissioners provided brief insights into events attended and support provided throughout Washington County.

Commissioner Meinelschmidt asked staff to bring forward the matter of the mobile home park tax at the next meeting, suggesting a \$25.00/lot approach.

REPORTS FROM COUNTY STAFF

Division of Emergency Services

Dave Hays, Director, and Jen Swisher, Programs Manager, Division of Emergency Services, requested approval to advertise for the position of ECC Training/Quality Assurance Coordinator, and to increase the position from a Grade 12 to a Grade 13.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the request to advertise the position of ECC Training/Quality Assurance Coordinator, and to increase the position from a Grade 12 to a Grade 13. The motion passed unanimously (4-0, Commissioner Keefer was absent).

Brian Albert, Operations Manager, and Tom Brown, Assistant Director, Division of Emergency Services, requested approval to advertise for four (4) Communication Specialist positions (Grade 8). Ms. Greaves shared that the cost of the request is expected to be offset by a reduction to overtime expenses and an expected increase in revenue fees from the Emergency Numbers Systems Board in February 2020.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the advertisement of four (4) additional Communication Specialists at a Grade 8, as requested. The motion passed unanimously (4-0, Commissioner Keefer was absent).

Division of Engineering

Todd Moser, Real Property Administrator, brought forth information regarding an existing lease with the State of Maryland for the District Court Commissioners Office at the Washington County Sheriff's Office, 500 Western Maryland Parkway. Mr. Moser explained that the State of Maryland leases 1,572 square feet for \$1,310/month; this 10-year lease expires May 2020. The State of Maryland has informed the County of its intent to renew the lease.

CITIZENS' PARTICIPATION

Roger Vincent, 16845 Longfellow Court, Hagerstown, and Steve McDonough, 16906 Pickwick Lane, Hagerstown, discussed their dissatisfaction with the mobile home tax and asked that the Commissioners repeal said tax.

Kira Hamman, 13410 Station Lane, Smithsburg, shared her dissatisfaction with the process regarding the Ad Hoc Ethics Commission and its findings.

REVISED DEMOLITION PERMIT REVIEW POLICY

Stephen Goodrich, Director, Planning and Zoning, presented a request for approval of a revised Demolition Permit Review Policy, as recommended by the Historic District Commission. Mr. Goodrich explained that the proposed change would incorporate a 150-day wait period for the demolition permit, rather than the current 60-day wait period.

The Commissioners discussed the matter and reached a consensus to revisit the matter after hearing the opinion of members of the Historical Advisory Committee.

HISTORICAL ADVISORY COMMITTEE UPDATE

Ralph Young, Co-Chair, discussed the requested revision to the Demolition Permit Review Policy. He added additional proposed changes to include the additional 90-day wait period for all designated historical structures as presented by Mr. Goodrich, and to increase the fine for demolition without a permit from \$100 to \$1,000, to include the denial of any building permit for one-year.

Mr. Young shared an informational brochure regarding tax credits, which is still in the developmental phase. Additionally, he requested a budget line item of \$500 to the Historical Advisory Committee for administrative charges, paper, ink, etc. Mr. Young also shared that a portion of that budget would be applied to the members for the work put forth in coordinating the John Frye Awards Ceremony. Mr. Young also discussed solar facilities and how they affect historical farmland.

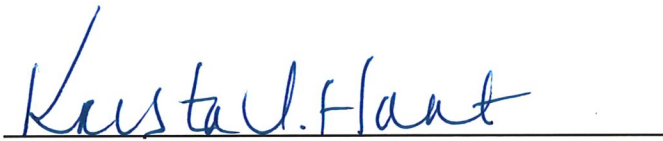
Vice-President Baker left the meeting at 6:53 p.m.

PRESENTATION OF THE JUNE 30, 2019 AUDITED FINANCIAL STATEMENTS

Christopher Lehman, Partner, SB and Company, provided the Board with a report of the audit opinion for financial statements ending June 30, 2019.

ADJOURNMENT

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to adjourn at 7:00 p.m. The motion passed unanimously. (3-0, Commissioner Baker and Commissioner Keefer were absent).

A handwritten signature in blue ink that reads "Krista L. Hart". The signature is written in a cursive style and is positioned above a horizontal line.

Krista L. Hart, *County Clerk*