



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

June 6, 2023

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 John F. Barr called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 9:00 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Derek Harvey, Commissioner Wayne K. Keefer, and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the minutes of May 16, 2023. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner commented on the 79th anniversary of D-Day and recognized veteran Jack Myers who will be 100 years old on June 17, 2023. Jack is also a national celebrity appearing on the Today Show. Commissioner Wagner attended the Fire Academy Graduation at Tech High and congratulated the Firefighter II and EMT II graduates. He also attended the Lowe's "Extravaganza" Block party which is held in the beginning of June every year. Commissioner Wagner attended the Marty Snook Memorial Day Service and attended the Sharpsburg Memorial Day Parade where he pulled the trailer carrying Miss Washington County Maryland and Miss Washington County Teen. Commissioner Wagner thanked Parks and Rec for their summer fest event at Marty Snook Park.

Commissioner Keefer recognized the anniversary of D-Day and veteran Jack Myers. He also recognized Harry Strock who was in the second wave of D-Day. Commissioner Keefer commented on the citizens on their way to work and school this morning and thanked them for their hard work and dedication. He recognized Tax Freedom day on April 18th and how hard everyone works to pay taxes.

Commissioner Harvey recognized D-Day. He attended the event at Smithsburg Park for Memorial Day. Commissioner Harvey commented on the efforts by the Commissioners and staff on attending events as well as the time donated by volunteers on our Boards and Commissions. Commissioner Harvey commented on the budget process, the funding in the past and obligations in the future.

Commissioner Cline recognized the sacrifices made on D-Day. He had the honor of escorting Jack Myers in the Sharpsburg parade. Commissioner Cline was a spectator at the Boonsboro Memorial Day Parade. He thanked the towns for their continuation of the parades. He also attended the Tech High Fire Academy Graduation and recognized a candidate Emily Kopp, who was recognized with two higher achievement awards. Commissioner Cline attended Memorial Day events at Marty Snook Park, Smithsburg, Funkstown, and the annual Memorial Day Service at Antietam Battlefield National Cemetery. He also attended the Williamsport Rotary's 25th Annual Fishing Tournament which was done in partnership with the National Park Service. Commissioner Cline attended the event at McMahon's Mill and also attended the event at the Washington Monument in Boonsboro, which

received recognition for being an Appalachian Trail Community. Commissioner Cline was able to meet the Governor at Mack Volvo. He attended the Customer Appreciation Day at Lowes.

Commissioner Barr congratulated Jack Myers on his upcoming 100th birthday and his representation of D-Day. He commented on an email received from Anthony Williams at Beacon House and his request for a group tour. He participated in the Boonsboro parade and recognized Mayor Long and the Council for their hard work. Commissioner Barr attended the event for the Conductor's Circle and praised our community which has supported the Maryland Symphony Orchestra in Hagerstown for over 35 years. Last week he attended the event at San Mar Hope facilities with Senator Corderman, the facility is working on reactivating youth mental health services for the community. On Memorial Sunday he visited Jacob's Church in Blue Ridge Summit; Pastor Rich Daughtridge had a very honorable military and memorial service. Commissioner Barr participated in the McMahon's Mill Event along with Commissioner Cline, Senator Ben Cardin, and Congressman David Trone. He commented that visitation at the McMahon's Mill area is 150,000 per year and 46 percent of the C & O Canal is in Washington County. It was a significant restoration project, and he thanked the park service for the event. Commissioner Barr visited the Governor along with the 4th grade class at Eastern Elementary School. Commissioner Barr commented on upcoming events for the next week.

STAFF COMMENTS

Kendall Desaulniers, Deputy County Attorney and Interim Human Resources Director, presented the recommendation to hire Scott Yates as the Field Operations Lieutenant, in the Division of Emergency Services, he is currently employed at the county and currently on the DES scale at a Grade 4 Step 2 \$51,068.00 annually. In this new position as a Field Operations Lieutenant, he will be placed at a Grade 6 Step 1 with an annual salary of \$58,107.00.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the hire. The motion passed unanimously.

CITIZEN PARTICIPATION

Stephanie Phillips of Falling Waters, WV thanked the Commissioners for their service to the community. She is seeking a landmark national historic protection of her family farm. Ms. Phillips commented on the Appalachia artwork. She has requested 2 seats on the Phillips 66 Board of Directors for her and her daughter. She is concerned about flooding along the Potomac River for Maryland, DC and West Virginia.

Paulie Ward of Hagerstown, Washington County Senior Citizen Advocate, has participated in Memorial Day events in the past at City Hall. He recognized our senior on the national scale level, Jack Myers. Mr. Ward commented on the Commission on Aging Ribbon Cutting ceremony at the new fitness room on May 30, 2023, and thanked Mr. Hobbs and Ms. Acevedo of marketing for attending and presenting a certificate. He urged senior citizens to come and tour the room. He has concerns regarding the building accessibility and ADA compliance.

PROPERTY ACQUISITION FOR HOPEWELL ROAD

Todd Moser, Real Property Administrator, Engineering, requested approval of option agreements for partial property acquisition including easements for 11028 Hopewell Road, 11047 Hopewell Road, and 11037 Hopewell Road and of an ordinance approving said purchase and conveyance and to authorize the execution of the necessary documentation to finalize the acquisition and conveyance.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the acquisition and conveyance as presented. The motion passed unanimously.

MEMORANDUM OF UNDERSTANDING (MOU) REGARDING MERITUS MEDICAL CENTER, INC AND BOARD OF EDUCATION OF WASHINGTON COUNTY REAL PROPERTY CONVEYANCE

Todd Moser, Real Property Administrator, Engineering, requested approval of the proposed MOU with the County, Meritus Medical Center, Inc (Meritus), and Washington County Board of Education (BOE) concerning the property consisting of +/- 28.04 acres located on the Northeast Side of Mount Aetna Road, to accept the transfer of property from the BOE, to adopt the ordinance declaring the property as Surplus, to approve the conveyance of the same, and to authorize the execution of the necessary documentation to finalize the conveyance for \$2,700,000.00. The intent to convey the property will be duly advertised.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the conveyance as presented. The motion passed unanimously.

COMMUNITY LEGACY GRANT APPLICATION – REQUEST FOR APPROVAL

Jennifer Kinzer, Deputy Director, Planning and Zoning; Rachel Souders, Senior Grant Manager, Grant Management, requested approval of the submission of the grant application for rehabilitation of Fort Ritchie Building 102 to the Maryland Department of Housing & Community Development (DHCD) in the amount of \$400,000, and subsequently accept awarded funding and enter into a subrecipient agreement with Cascade Properties, LLC.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the submission of the grant to accept the funds and enter into the agreement as presented. The motion passed unanimously.

CONTRACT AWARD (PUR-1592) HAGERSTOWN REGIONAL AIRPORT TAXIWAY “F” REHABILITATION PROJECT

Rick Curry, Director, Purchasing; Neil Doran, Director, Hagerstown Regional Airport, presented a proposal to award the Taxiway “F” Rehabilitation at the Hagerstown Regional Airport project to the responsive, responsible bidder, C. William Hetzer, Inc. of Hagerstown, MD, who submitted the lowest total sum bid in the amount of \$6,888,454.50 and contingent upon concurrence of the award by the Federal Aviation Administration (FAA) and contingent upon the County Attorney’s Office approval of the contract Agreement.

Commissioner Wagner, seconded by Commissioner Keefer, moved to award the bid to as presented. The motion passed unanimously.

BID AWARD RENEWAL (PUR-1552) MATTRESS BED BASE REMOVAL

Rick Curry, Director, Purchasing; Dave Mason, Deputy Director, Solid Waste, sought approval to renew the contract for the Mattress and Bed Base Removal and Disposal Recycling services at the 40 West Landfill with responsive, responsible bidder, Turbo Haul, Inc., of Annapolis Junction, MD, in the amount of \$857.51 per ton.

Commissioner Cline, seconded by Commissioner Keefer, moved to renew the contract as presented. The motion passed unanimously.

BID AWARD RENEWAL (PUR-1567) – ELECTRONIC RECYCLING

Rick Curry, Director, Purchasing; Dave Mason, Deputy Director, Solid Waste, recommended renewal the contract for Electronic Recycling Services at the 40 West Landfill with PC Recycler / dba Securis, of Chantilly, VA, per the rates included in its letter dated April 21, 2023. Securis is requesting an approximate 6.1% increase above the current rates for the services.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve to renew the contract as presented. The motion passed unanimously.

BID AWARD (PUR-1611) JANITORIAL SERVICES FOR WASHINGTON COUNTY

Brandi Naugle, Buyer, Purchasing; Danny Hixon, Deputy Director, Buildings, Grounds, and Facilities, requested to award the Janitorial Services contract to the responsible, responsive, bidder under Option No. 1 to FEF Cleaning Inc., of Hollsopple, PA for the total amount of \$232,534 annually and unit cost as follows: Additional carpet cleaning as required (per square foot) \$.50, Hourly labor rate per person for additional services as required, regular rate per hour \$15.00, and Hourly labor rate per person for additional services as required Saturdays, Sundays and Holidays \$23.00.

Commissioner Wagner, seconded by Commissioner Harvey, moved to award the contract as presented. The motion passed unanimously.

CONTRACT AWARD (PUR-1616) – STOP LOSS INSURANCE COVERAGE

Brandi Naugle, Buyer, Purchasing; Tracy McCammon, Risk Management Coordinator, Human Resources, requested a motion to award a contract for Stop Loss Insurance to the responsive, responsible proposer, Highmark of Pittsburgh, PA who submitted a total annual premium for Option 1 of \$1,056,426.24 with specific stop loss @ \$175,000 per claimant.

Commissioner Harvey, seconded by Commissioner Wagner, moved to award the contract as presented. The motion passed unanimously.

HOTEL RENTAL TAX FUNDING REQUEST, MARYLAND SYMPHONY ORCHESTRA

Susan Buchanan, Director, Grant Management; Emily Socks, Director of Development, Maryland Symphony Orchestra, presented a request for Hotel Rental Tax funding from the Maryland Symphony Orchestra in the amount of \$30,000.00, for direct expenses associated with the MSO Salute to Independence to be held on July 1, 2023.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the request as presented. The motion passed unanimously.

AGRICULTURE FOCUSED GRANT PROGRAM TITLED WASHINGTON COUNTY MARYLAND AGRICULTURAL INNOVATION GRANT. FUNDING REQUEST WASHINGTON COUNTY HOTEL RENTAL TAX FUNDS IN THE AMOUNT OF \$300,000 OVER NEXT THREE FISCAL YEARS

Leslie Hart, Business Development Specialist, Business and Economic Development; Jonathan Horowitz, Director, Business and Economic Development, requested approval to use of Hotel Rental Tax funds in the total amount of \$300,000 to be paid out in 3 equal payments of \$100,000 each in Budget year 2022-2023, \$100,000 in Budget year 2023-2024 and \$100,000 in Budget year 2024-2025 for the agricultural innovation grant program.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the use of the Hotel Rental Tax funds as presented. The motion passed unanimously.

AGRICULTURE – JUNE IS NATIONAL DAIRY MONTH

Danielle Weaver, Director, Public Relations and Marketing; Leslie Hart, Business Development Specialist, Business and Economic Development, shared that June is Dairy Month. Washington County has the most Dairy Farms in the state of Maryland with 105 farms. They announced the launch of the third annual Washington County Ice Cream Trail, beginning June 6, 2023, through Saturday, September 23, 2023. There are 11 participating locations along the ice cream trail who will stamp participants Ice Cream Trail Maps. After completing all of the trail, the maps can be submitted for prizes from local businesses. Leslie Hart presented the Commissioners with ice cream cups from local Misty Meadows Farm in Smithsburg.

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed at 10:35 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 on a legal matter; in accordance with Section 3-305(b) (1), (7) and (9) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed Boards and Commissions appointments, personnel matters, assignments, vacancies, and contractual matters.

Present during closed session were Commissioners John F. Barr, Jeffrey A. Cline, Derek Harvey, Wayne K. Keefer, and Randall E. Wagner. Also present was Dawn Marcus, County Clerk and Kirk C. Downey, County Attorney. Also present at various times, were: Kendall Desaulniers, Deputy County Attorney/Interim Human Resources Director; Zachary Kieffer, Assistant County Attorney; Nicole Phillips, Grant Manager; Joshua O'Neal, Director Information Systems; David Elliott, Deputy Director, IT Infrastructure and Hardware; Adam Grievell, Esquire, Counsel for Humane Society of Washington County; Colin Berry, Executive Director and Crystal Mowery, Field Services Director, Humane Society; Erin Clark, Treasurer and Kelly Tracey, incoming President Humane Society.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Wagner, moved to reconvene in open session at 12:45 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner, Wagner, seconded by Commissioner Cline, moved to adjourn at 12:45 p.m. The motion passed unanimously.



Dawn L. Marcus, *County Clerk*