



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

July 25, 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 9.03 a.m. with the following members present: Vice President Jeffrey A. Cline, Commissioner Randall E. Wagner, Commissioner Derek Harvey and Commissioner Wayne K. Keefer.

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the minutes of June 27, 2023. The motion passed 4-0. Commissioner Cline abstained.

Commissioner Cline, seconded by Commissioner Harvey, moved to approve the minutes of July 11, 2023. The motion passed 3-0. Commissioners Wagner and Keefer abstained.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner attended the Paramedic Graduation Class. He attended the Ag Expo last week and made purchases at the Market Sale to support the youth. He commented on their dedication and hard work in raising the animals. Commissioner Wagner congratulated Karen Dickie and Rich Eichelberger on their retirements.

Commissioner Harvey attended the Ag Expo and Fair and thanked the Ag Board, staff and volunteers who assisted. He attended the bake sale and he had a great time with his family attending the Demolition Derby and events. Commissioner Harvey commented on the 70th anniversary of the cease fire of the Korean War this Saturday and commended those who served. He recognized the Elder Group who assists with the seniors and provides meals and home services, and he thanked pastor Smith of Zion Methodist Church and Charles and Theresa Peak from the reform group as well as the officials who attended the forum to improve senior care in the County. Commented on our retirees and welcomed Mr. McKoy to the 911 Center.

Commissioner Keefer commented on the Ag Expo event and thanked the Ag Fair Board for organizing the event.

Commissioner Cline attended the Ag Expo event and the Market Fair. He attended the HCC Paramedic Graduation and commented on the credits HCC will provide at no cost to the graduates if they complete the full program. Commissioner Cline attended the Civil War reenactments in Funkstown. He commented on the retirements and if any concerns regarding permits please contact the Commissioners.

Commissioner Barr attended the Maryland Municipal League dinner last night and he thanked the Town of Williamsport for hosting the event. The Ag Expo is the premier event for the community and is a paramount event he thanked everyone who puts the event on. Last week he attended the Interfaith

Coalition event with Commissioner Cline in Hancock and recognized Debbie Cohill for 25 years of volunteer service and thanked her for all of her initiatives over the year. He also attended the 100th annual Flohr family reunion held at Penn Mar Park with Commissioner Cline and recognized them for many family accomplishments dating back to the 1700's in our community. He commented on upcoming events and tonight is the annual meeting at will be at the Town of Hancock.

STAFF COMMENTS

Dawn Marcus, County Clerk presented the recommendation to appoint Sarah Nadeau to serve a first three-year term from July 1, 2023, through June 30, 2026, on the Local Management Board. This is not a paid board.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the appointment of Sarah Nadeau as presented. The motion passed unanimously.

Danielle Weaver, Director, Public Relations and Marketing and Jennifer Kinzer, Deputy Director, Planning and Zoning presented the release and advertising of the Comprehensive Plan, a long term planning document to proactively and comprehensively address future growth of the County over the next 20 years. Some of the topics include housing, economic development, historic and cultural resources, land preservation, transportation, water resources and several others. The plan is available for review on the County website and various locations for 90 days. Future meetings will be scheduled and will be advertised for public attendance.

CITIZEN PARTICIPATION

Marty Pritchett requested the Commission approve the Antietam Water Trail acquisition. He commented on multiple recreational areas and asked the Commission to approve the acquisition on today's agenda.

Women's Commission members Alease Weber introduced Skylar Heise as the newest member of the Women's Commission. She requested the Commissioners promote women and daughters of the Community. They will have their August meeting in the Community. They pay respect to the memory of and honor our fallen heroes who keep our community safe. Skylar Heise introduced her accomplishments and had her picture taken with the Commissioners.

Tom Thorsen of Washington County, 70-year-old citizen, commented on the Commission of Aging and his request for documents from the agency. He provided a 990 document to the Commissioners and commented on Commission of Aging salaries, County and Capital funding. He thanked Commissioner Keefer for his email responses and would be willing to meet with Commissioner Keefer and the Board President. He also requested a bike rack in front and would consider helping to fund it.

Eric Yeckley, Vice President WCTA commented on the need for additional WCPS funding.

PRESENTATION REGARDING PARTNERS IN CARE MARYLAND, INC. PROGRAM

Mandy Arnold, President and CEO and Brenda Thiam, CFL Service Navigator provided an overview of the program and the services that they provide to the community age 60 and over. A local non-profit 501 C volunteer-based organization. They brought the Community for Life Program to Washington County. They can now offer the member exchange program in Washington County. Membership is free and you must be 60 years of age to receive services which require a 7-day notice. Volunteers must be 18 years of age and their time is banked. They provide multiple services to the Department of Aging and our citizens.

Commissioner discussion regarding services, costs and grant submission.

HOTEL RENTAL TAX FUNDING REQUEST, PRESERVATION OF HISTORIC BOYER HOUSE Susan Buchanan, Director, Grant Management; Russ Weaver, Mayor, Town of Sharpsburg; Jacob Martz, Vice Mayor, Town of Sharpsburg; Dennis Frye, Co-Founder and Vice President, Save Historic Antietam Foundation; Dan Spedden, Hagerstown-Washington County Convention & Visitor's Bureau presented the request to approve Hotel Rental Tax funding for the Preservation of the Historic Boyer House project submitted by the Town of Sharpsburg in the amount of \$99,000.00 for direct, expenses associated with the project. The total cost of the project is \$154,000.00 with \$15,000.00 from the Town of Sharpsburg and \$15,000.00 from the State Historic Antietam Foundation and \$20,000.00 from the County Surplus Grant. Mr. Martz shared a slide presentation.

Commissioner discussion regarding the matter included the preservation of the property, artifacts found, the history of the home and future of the preservation and the collaborative effort involved in the preservation.

Commissioner Cline, seconded by Commissioner Harvey, moved to approve Hotel Rental Tax funding in the amount of \$99,000.00 for the Preservation of the Historic Boyer House as presented. The motion passed unanimously.

ANTIETAM WATER TRAIL ACQUISITION AND MARYLAND METALS MEMORANDUM OF UNDERSTANDING (MOU)

Andrew Eshleman, Director, Public Works; Todd Moser, Real Property Administrator, Engineering presented the recommendation to accept and execute the MOU with Maryland Metals for the described fee simple property acquisition and easement conveyance and to approve an ordinance approving said purchase and to authorize the execution of the necessary documentation to finalize the acquisition.

Commissioner discussion included stabilization, hazardous materials, erosion and fiscal impact.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the acquisition as presented and authorized the execution of the necessary documentation. The motion passed unanimously.

AIRPORT STRATEGIC PLAN AND BRANDING RECOMMENDATIONS

Neil Doran, Director, Hagerstown Regional Airport; Andrew Eshleman, Director, Public Works; Danielle Weaver, Director, Public Works presented the recommendation to accept the Airport Strategic Plan and allow staff to take the necessary steps to implement the plan's business planning recommendations and to adopt the proposed marketing and branding changes. Mr. Dorin shared the Strategic Plan slide presentation. He provided information regarding the rebranding of the name to change to Hagerstown-Washington Regional Airport. He provided information on Manassas airport and AvPorts a private group who invests in smaller airports to commercialize them. The plan is staff initiated. Mr. Dorin presented that we have Allegiant airlines who has their own staff model which does not allow other local airports that Allegiant also flies from to compete with us.

Commissioner discussion regarding Manassas Airport, competing with other airports, stakeholders, MSA of Chicago, Rockford Airport, westward migration of people, Allegiant and marketing to increase flight destinations. Other airport issues with flight cancellations and delays. Hub vs. destination

airport. Removal of County from the name of the airport was not supported. Projected costs for rebranding.

Commissioner Harvey recommended to table the discussion to allow for additional Commissioner review and advisement to be brought back at a future date, Commissioner Wagner is not in disagreement with the recommendation, however he supports bringing it back at a future date. The Commissioners reached a consensus to bring the recommendation back at a later date.

CONTRACT AWARD (PUR-1627) – INTERVENTION AND CASE MANAGEMENT FOR YOUTH OF INCARCERATED PARENTS IN WASHINGTON COUNTY

Rick Curry, Director, Purchasing; Nicole Phillips, Grant Manager, Grant Management presented the request to award the contract for the Intervention and Case Management for Youth of Incarcerated Parents in Washington County, Maryland to the responsible proposer with the responsive proposal, Potomac Case Management Services, Inc. of Hagerstown, MD in the amount of \$90,000.00.

Commissioner Keefer, seconded by Commissioner Wagner, moved to award the contract to Potomac Case Management Services, Inc., as presented. The motion passed unanimously.

BID AWARD (PUR-1631) – WINEBRENNER WWTP SEWER LINE RELOCATION

Rick Curry, Director, Purchasing; Mark Bradshaw, Director, Environmental Management presented the request to award the project for the Winebrenner WwTP Sewer Line Relocation to the responsible, responsive bidder, Henson & Sons, Inc., of Hagerstown, MD who submitted the lowest total lump sum bid in the amount of \$57,403.91.

Commissioner discussion regarding tracking the performance of Contractors over a period of time for issues regarding performance.

Commissioner Harvey, seconded by Commissioner Wagner, moved to award the bid to Henson & Sons Inc., as presented. The motion passed unanimously.

WASHINGTON COUNTY VETERANS ADVISORY COMMITTEE – REVISION TO BYLAWS

Zachary J. Kieffer, Assistant County Attorney; Teresa Spruill, Chairman, Veterans Advisory Committee presented the request to approve to amend and restate Bylaws of the Washington County Veterans Advisory Board. To change the current membership of the board be increased to 11 voting members and retaining 1 non-voting member. Remove the MD Department of Affairs Representative and the Representative from the Health Department Director non-voting member and increase the honorably discharged members from 4 to 7. Ms. Spruill provided an update on the Committee which has sent out information regarding Operation Hope, a mobile food bank and they are promoting the Operation S.A.V.E. program and a reminder regarding the 70th Anniversary of the Korean War cease fire.

Commissioner Harvey, seconded by Commissioner Cline, moved to amend and restate the Bylaws as presented. The motion passed unanimously.

AGRICULTURE - FACES OF FARMING PRESENTATION

Leslie Hart, Business Development Specialist, Business and Economic Development provide an update on the Ag Expo. She presented the Faces of Farming video showcasing Doodle Flower Farm of Boonsboro and Irwin Farm at Prospect Hill Lavender Farm in Knoxville, MD.

Commissioners commented on the input, the effort and dedication of the entire event and its uniqueness to Washington County.

CLOSED SESSION

Commissioner Harvey, seconded by Commissioner Cline, moved to convene in closed at 11:21 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; To consult with staff, consultants, or other individuals about pending or potential litigation; and To conduct collective bargaining negotiations or consider matters that relate to the negotiations
In closed session, the Commissioners discussed.

Present during closed session were Commissioners John F. Barr, Jeffrey A. Cline, Randall E. Wagner, Wayne K. Keefer and Derek Harvey. Also present was Dawn Marcus, County Clerk; Kirk C. Downey, County Attorney; Kendall Desaulniers, Deputy County Attorney/Interim Human Resources Director; and Zachary Kieffer, Assistant County Attorney; Also present, for a certain matter, was; Dave Mason, Deputy Director, Solid Waste; Mark Bradshaw, Director, Environmental Management; Andrew Eshleman, Director Public Works; Eric Paltell, Labor Counsel; Jonathan Horowitz, Director, Business and Economic Development; Todd Moser, Real Property Administrator, Engineering;

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner, moved to reconvene in open session at 2:15 p.m. The motion passed 4-0. Commissioner Keefer was absent.

SECOND STAFF COMMENTS

Kendall Desaulniers, Deputy County Attorney and Interim Human Resources Director, presented the recommendation to hire Danny Shirley as Airport Rescue & Fire Fighter Manager, Public Works, Hagerstown Regional Airport; Grade 13, Step 5; Salary \$64,314/annually.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the hire of Danny Shirley as presented. The motion passed 4-0. Commissioner Keefer was absent.

Kendall Desaulniers, Deputy County Attorney and Interim Human Resources Director, presented the recommendation to hire Travis Allen, to the position of Senior Planner, Planning and Zoning; Grade 13, Step 5; Salary \$64,314/annually.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the hire of Travis Allen as presented. The motion passed 4-0. Commissioner Keefer was absent.

Kendall Desaulniers, Deputy County Attorney and Interim Human Resources Director, presented the recommendation to hire Machel Dwyer to the position of Business Leader; Business and Economic Development at a Grade 15, Step 5, salary \$75,026/annually. She will be transferring and promoting from the Department of Human Resources.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the hire of Machel Dwyer as presented. The motion passed 4-0. Commissioner Keefer was absent.

Dawn Marcus, County Clerk, Dawn presented the recommendation to appoint Randall Adrian Leatherman to serve an unfulfilled term through October 31, 2023, and to serve a first three-year term from November 1, 2023, through October 31, 2026, on the on the Hagerstown Regional Airport Advisory Commission. This is not a paid board.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the appointment of Randal Adrian Leatherman as presented. The motion passed 4-0. Commissioner Keefer was absent.

Commissioner Harvey made a motion that the 911 Center be established as an independent organization with the Director reporting directly to the County Administrator, and that staff separate budgets, personnel and vehicles to make the 911 Center independent – The 911 Assistant Director will be named “Director” at his current pay. The motion was seconded by Commissioner Cline, the motion passed 4-0. Commissioner Keefer was absent.

RECESS

EVENING MEETING AT THE TOWN OF HANCOCK

Location: 126 West High Street, Hancock, MD 21750

INVOCATION 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 evening meeting of the Board of County Commissioners of Washington County, Maryland, to order at 6:05 p.m. with the following members present: Vice President Jeffrey A. Cline, Commissioner Randall E. Wagner, Commissioner Derek Harvey and Commissioner Wayne K. Keefer.

TOWN OF HANCOCK’S LEADERS REPORTS AND COMMENTS

Mayor Roland Lanehart, Jr. requested information on money that was earmarked for the town in 2017.

Town Manager Michael Faith provided an update on the Bruceton Farm Services (BFS) project. The total cost of the project was around \$450,000.00. The Town contributed one third, the County one third and BFS one third. The County’s assistance enabled them to get the project started. Once the project is completed water and fire suppression lines will be at full capacity. He also commented on the cost of water and wastewater to the taxpayers. The testing required by the State is very expensive. Mr. Faith also commented on personnel issues requiring extensive licensing and upcoming retirements and the staffing challenge when the new plant goes online in 2027. He requested information on who is responsible for the upkeep of the storm water management pond. Mr. Faith commented that it would be nice to have an early voting center in Hancock. He also wanted to remind everyone that next Tuesday evening would be National Night Out in Widmeyer Park.

Councilman David Kerns commented on the difficulty with police recruitment and competing with other areas salaries. He questioned whether the County could offer adding the officers to the County retirement plan. The officers are deputized by the County.

Mayor Roland Lanehart, Jr. commented on speaking with Sheriff Albert regarding Hancock Police Officers responding to County calls. He also discussed the Town's 3-Year contract with their officers however they cannot compete with the County. The Mayor also discussed issues with the public works and trash disposal at the transfer station. They must take the bagged trash to the landfill on Route 40. It is generally less than a pickup truck load. He also discussed the agreement regarding the satellite library.

Councilman Josh McCusker requested a voting center in Hancock. The voting centers are all located to the east which creates a hardship to the citizens. He also commented on the maintenance of the canal. The canal is full of weeds, and it is difficult to get the National Park Service's assistance.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Keefer commented in 2017 there was POS money allocated for projects at Kirkwood Park. There were issues with the applications, the project was completed, and the Town was looking for money for the completed project. POS money does not reimburse money for a project that has been completed. The amount was a sizeable amount of money it is something that Hancock could apply for POS funding possibly for the Splash Pad project. Commissioner Keefer also commented on the importance of open dialogue with the County regarding water and sewer issues. He commented on the County retirement for the Police which will need to go before staff, and he will request they report back within 60 days. He also commented on the Transfer Station and the land which is owned by the Town however the County has assumed the cost to close up the landfill and future cost of post landfill exposures. The town should be allowed to take their bagged trash to the Transfer Station. Commissioner Keefer commented on the funds that were dedicated to the Town for their schools and Dr. Sovine's support of the Town. He also commented on the satellite library at the park. The town made a concession to keep the library, the town would handle the general maintenance such as mowing and landscaping and the County would be responsible for the building maintenance. Commissioner Keefer took his daughter to Widmeyer Park and thanked the Town for the upkeep of the park.

Commissioner Barr attended the event at Kirkwood Park with Commissioner Cline. He recommended regular meetings with the Park Service to address concerns regarding the Canal. The Park Service is very involved with the Town of Williamsport and will recommend their involvement with the Town of Hancock.

Commissioner Wagner welcomed everyone and thanked them for attending the meeting. He commented on the request for County retirement for the Police and this would need to be discussed further with staff. Commissioner Wagner commented that the Board of Elections and the State are responsible for the voting centers, the Commissioners cannot make that decision.

Commissioner Harvey discussed consideration of partnering with other towns regarding water and wastewater issues and collaboration and sharing of information to assist in figuring out best practices as water is a main issue across the County. Commissioner Harvey recommended quarterly meetings as an option. He also commented on the retirement plan issue and consideration would have to be given to other jurisdictions as well. Commissioner Harvey also commented on the voting center, there is criteria for underserved communities and the Town should advocate at the Board of Elections.

Commissioner Cline commented on the County retirement plan request and the need to get additional details and actuaries to discuss with staff.

STAFF COMMENTS

County Attorney, Kirk Downey commented on the retirement plan request, the plan is heavily regulated by the federal government non-County employees may not be allowed due to the regulations. Mr. Downey also commented on the Transfer Station and there is an agreement with the County regarding the land.

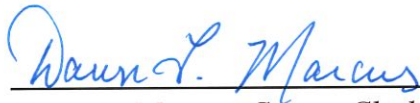
Andrew Eshleman, Director, Public Works commented on the storm water management pond, the Town is responsible for general maintenance such as mowing. He can also assist the Town with information regarding future POS funding.

CITIZEN PARTICIPATION

Ashley McCusker commented on the need for Washington County Public School funding.

ADJOURNMENT

Commissioner Keefer, seconded by Commissioner Wagner, moved to adjourn at 5:53 p.m. The motion passed unanimously.



Dawn L. Marcus, *County Clerk*