



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

April 18, 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.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner welcomed everyone back following the Easter break.

Commissioner Keefer congratulated the winners of the Town of Hancock election.

Commissioner Harvey attended a senior forum held by Impact Ministries, and noted the beneficial information provided to those who attended. Commissioner Harvey noted the Comprehensive Plan that should be presented later in the month. Commissioner Harvey also shared comments and concerns that had been received from citizens regarding the budget.

Commissioner Cline attended the opening ceremony of the Washington County Girl's Softball League. Commissioner Cline visited the 9-1-1 Center for National Safety Telecommuter's Week and shared his appreciation with those that work there.

Commissioner Barr spent a day riding along with Meals on Wheels. Commissioner Barr shared upcoming community events with the Board.

STAFF COMMENTS

Michelle Priebe, Executive Assistant to the County Administrator/Interim County Clerk, on behalf of the Washington County Gaming Commission, requested a consensus to appoint Dawn Wintermoyer to serve a two-year term beginning March 1, 2023, through February 28, 2025, with eligibility for one additional two-year term.

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

Michelle Priebe, on behalf of the Washington County Veterans Advisory Committee, requested a consensus to appoint Aaron Palmer to serve a first three-year term beginning November 1, 2022,

through October 31, 2025, and to appoint Jamaal Brown to serve a first, three-year term beginning March 1, 2023, through February 28, 2026, as the representatives from the United States Military.

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

Michelle Priebe, on behalf of the Washington County Recreation and Parks Advisory Board, requested a consensus to reappoint Julie Sanders to serve a second, three-year term from March 1, 2023, through February 28, 2026.

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

John Martirano, County Administrator, thanked County staff at the landfill and firstresponders for their handling of a small fire that occurred at the landfill. John Martirano reminded of the evening meeting with the Town of Smithsburg next week, as well as a joint meeting with the City of Hagerstown.

CITIZEN PARTICIPATION

Carlos Mellott, of Smithsburg, Maryland, thanked the Board for funding the public schools and the investment to the community as a result.

Neil Becker, Washington County Teacher's Association, thanked the Board for working diligently to collaborate with officials to handle the needs of the teachers and schools.

Brittany Collins, English Language Teacher, and Marianna Leon, student, Springfield Middle School, appeared before the Board to advocate a fully funded budget.

Rodney Gayman, Principal, South Hagerstown High School, thanked the Board's time and efforts in investing in the future of the students.

Stephanie Phillips, of Falling Waters, West Virginia, commented on a thank you card recently submitted to the Board and noted she could be reached for any communications regarding her concerns.

Kathy Ware, of Maugansville, Maryland, appeared as a representative of paraprofessionals and ESP of Washington County.

Tara Eby, of Hagerstown, Maryland, commented on the Board's support for teachers and students in Washington County, and requested the support and efforts be continued.

Christy Irving, Secretary, Rockland Woods Elementary School, commented on the school systems and expressed gratitude for the support that's been received. Ms. Irving also shared the urgent need to fill vacant positions within the schools.

Anne Marie Hines, Secretary, Fountain Rock Elementary, thanked the Board for their support throughout the challenging budget year.

PROCLAMATION FOR SEXUAL ASSAULT AWARENESS MONTH

The Board of County Commissioners presented a Proclamation to Ashley Sizemore, Director of Advocacy Services, and Marsha Knoll, Outreach Director, CASA, Inc., recognizing the month of April as Sexual Assault Awareness Month to encourage all citizens to join anti-sexual violence advocates and support service programs in the belief that all community members must be part of the solution to end sexual violence.

AGRICULTURE – FACES OF FARMING PRESENTATION

Leslie Hart, Business Development Specialist, Department of Business Development, presented the “Faces of Farming” agricultural-focused video marketing campaign that will showcase two local Washington County farms every month for one year.

FY2024 GENERAL FUND AND CAPITAL BUDGET

Michelle Gordon, Chief Financial Officer, presented the third draft of the FY2024 General Fund budget which was updated to reflect changes to individual department budgets based on the salary scale adjustment for grades 12 and under. There was no change to the overall budget amount.

FY2023 BUDGET ADJUSTMENT – MLK BUILDING AND ADMINISTRATION ANNEX UTILITIES

Michelle Gordon presented a budget adjustment request to increase the FY2023 budgeted utility expenses for the MLK building and Administration Annex. The FY2023 proposed budgets for utilities were based on a four-year average and took into account forecasted rate changes and other known variables. However, the cost of electric and natural gas has been higher than anticipated.

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

CONTRACT RENEWAL (PUR-1417) – ELECTRICIAN SERVICES AT COUNTY FACILITIES

Brandi Naugle, CPPB, Buyer, Purchasing Department, and Danny Hixon, Deputy Director, Parks and Facilities, presented a request to renew the contract for Electrician Services at County Facilities with Kube Electric Company, Inc. (KECI), of Williamsport, Maryland. KECI is requesting an approximate 5% increase above the current hourly rates for work performed by an Electrician and an Apprentice during regular Hours, evenings, Saturdays, Sundays, and holidays, as well as the rate for Consulting and Design Services.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the contract renewal as presented. The motion passed 4-0 (Commissioner Barr recused himself from the vote).

PROCUREMENT OF CYBER INTRUSION DETECTION AND MONITORING SYSTEM

Joshua O’Neal, Division Director, Information Systems, presented a request to authorize a Sole Source procurement of recommended Cyber Intrusion Detection and Monitoring system to augment existing County capabilities at a total annual cost of \$227,412.72 with a four-year commitment to be allocated from reserve funding.

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

EMS STAFFING TRANSITION

R. David Hays, Director, David Chisholm, Deputy Director, Division of Emergency Services, and Dale Fishack, President, WCVFRA, presented a request to authorize the Division of Emergency Services to begin a transition of the volunteer EMS corporations into County employment, beginning with the Williamsport Fire and EMS, and Smithsburg Emergency Medical Services; and also a request to authorize the Division of Emergency Services and the Office of Budget and Finance to establish a County-wide EMS Billing Program, and as such, move the EMS billing services to the County at such time as individual EMS companies transition their career employees into County employment and to hire one (1) EMS Billing Specialist (included in the EMS transition staff) and one (1) HR technician.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the staffing transition and revised billing services arrangement as presented, with final review and approval of the MOU by the County Attorney's Office and final Board approval. The motion passed unanimously.

CLOSED SESSION

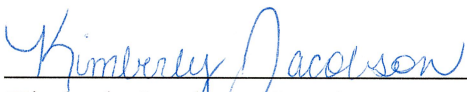
Commissioner Harvey, seconded by Commissioner Wagner, moved to convene in closed at 10:35 a.m. to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; and to consult with counsel to obtain legal advice on a legal matter, in accordance with Section 3-305(b) (1) and (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed a personnel vacancy, personnel matters, received legal advice concerning an employee benefits matter, insurance coverage, and personnel matters.

Present during closed session were Commissioners John F. Barr, Jeffrey A. Cline, Derek Harvey, Wayne K. Keefer, and Randall E. Wagner. Also present at various times, were: John M. Martirano, County Administrator; Kirk C. Downey, County Attorney; Michelle Priebe, Executive Administrative Assistant; Kendall Desaulniers, Deputy County Attorney/Interim Human Resources Director; Zachary J. Kieffer, Assistant County Attorney; Zane Rowe, Deputy Director, Highway Department; Tracy McCammon, Risk Management Coordinator, Human Resources; Patrick Buck, CBIZ Insurance Services; Barry Downey and Tyler Downey, Smith & Downey, P.A.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Harvey, moved to adjourn at 12:46 p.m. The motion passed unanimously.



Kimberly Jacobson, Legal Assistant