



## **Board of County Commissioners of Washington County, Maryland**

### ***Open Session Minutes***

**May 16, 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 April 25, 2023. The motion passed unanimously.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the minutes of April 27, 2023. The motion passed unanimously.

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

Commissioner Wagner recognized Mother's Day and congratulated all mothers in the community. Commissioner Wagner attended the Lion's Club 74<sup>th</sup> Charter Night at Clear Spring Legion to honor the Lions in the community and their hard work assisting local food banks. Commissioner Wagner visited the Washington County Detention Center as part of National Correctional Officers Week.

Commissioner Harvey commented on the budget process, more specifically the current Fiscal Year budget.

Commissioner Cline thanked the Deputies and Honor Guard for the daily sacrifices made to the community. Commissioner Cline attended the Lions Club 74<sup>th</sup> Charter Night and noted that the Williamsport Lions Club was also in attendance. Commissioner Cline attended the Museum of Fine Arts Art Exhibition for local students' artwork. Commissioner Cline attended an Eagle Scouts ceremony. Commissioner Cline attended the first Williamsport Farmer's Market of the year.

Commissioner Barr attended the Meritus Hospital Foundation Fundraiser held at Big Cork Winery. Commissioner Barr shared his thoughts on his thirteenth budget cycle, and the needs that have been recognized in the community.

#### **STAFF COMMENTS**

Kendall A. Desaulniers, Deputy County Attorney and Interim Human Resources Director, presented the request to approve appointment of Alex Shiffler to the position of Chief of Surveys at a Grade 15, Step 1, or \$67,288/annually. This is a budgeted position.

Commissioner Harvey, seconded by Commissioner Wagner, moved to appoint Alex Shiffler to the position as stated. The motion passed unanimously.

Michelle Gordon, Chief Financial Officer, provided a summary of the recent Bond Rating Meeting that was held on April 6<sup>th</sup>.

#### **CITIZEN PARTICIPATION**

Beth Harvey, President, and Cherrie McCord, Women's Commission, presented an update on the ongoing work of the Women's Commission.

#### **PROCLAMATION FOR NATIONAL POLICE WEEK**

The Board of County Commissioners presented a Proclamation to Sheriff Brian Albert, Washington County Sheriff's Office, in recognition of National Police Week.

#### **APPROVAL OF MODIFIED CHARGES, RENTALS, AND FEES AT THE HAGERSTOWN REGIONAL AIRPORT FOR FY2024**

Neil Doran, Director, Airport, and Michelle Gordon, Chief Financial Officer, presented the request to adopt the proposed rates and charges for FY2024.

Commissioner Wagner, seconded by Commissioner Cline, moved to adopt the proposed rates and charges as presented. The motion passed unanimously.

(Resolution No. RS-2023-16 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioner's Office.)

#### **APPROVAL OF WATER AND SEWER RATES FY2024**

Mark Bradshaw, Director, Environmental Management, and Michelle Gordon presented the request to adopt the proposed water and sewer rate schedule for FY2024.

Commissioner Cline, seconded by Commissioner Keefer, moved to adopt the proposed water and sewer rate schedule as presented. The motion passed unanimously.

(Resolution No. RS-2023-17 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioner's Office.)

#### **APPROVAL OF FY2024 OPERATING AND CAPITAL BUDGETS**

Michelle Gordon presented the request to adopt the proposed FY2024 Operating and Capital Budgets as presented.

Commissioner Wagner, seconded by Commissioner Cline, moved to adopt the proposed FY2024 Operating and Capital Budgets as presented. The motion passed 3-2, Commissioners John Barr and Wayne Keefer voted, "NAY".

#### **EMERGENCY MANAGEMENT PERFORMANCE GRANT – APPROVAL TO SUBMIT APPLICATION AND ACCEPT AWARDED FUNDING**

Cody Swope, Emergency Management Specialist, and Nicole Phillips, Grant Manager, presented the request to approve the submission of the application to the Maryland Department of Emergency Management in the amount of \$102,925.49, and to accept funding as awarded.

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

**STATE HOMELAND SECURITY GRANT PROGRAM – APPROVAL TO SUBMIT GRANT APPLICATION AND ACCEPT AWARDED FUNDING**

Cody Swope, and Nicole Phillips presented the request to approve the submission of the FY23 State Homeland Security Grant to the Maryland Department of Emergency Management in the amount of \$202,602.08, and to accept funding as awarded.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the submission of the FY23 State Homeland Security Grant as presented. The motion passed unanimously.

**INTENT TO CONVEY REAL PROPERTY**

Todd Moser, Real Property Administrator, Division of Engineering, moved to adopt the ordinance declaring property consisting of +/- 0.11 acres situated on the west side of Artizan Street in Williamsport, Maryland, as surplus, to approve conveyance of the same, and authorize the execution of the necessary documentation to finalize the conveyance for \$5,000.00.

Commissioner Harvey, seconded by Commissioner Cline, moved to adopt the ordinance, to approve conveyance, and to authorize the execution of the necessary documentation as presented. The motion passed unanimously.

(Ordinance No. ORD-2023-06 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioner's Office.)

**CONTRACT AWARD (PUR-1481 TASK ORDER 16) – WASHINGTON COUNTY AGRICULTURE EDUCATION CENTER INDOOR MULTIPURPOSE BUILDING COMMISSIONING SERVICES**

Rick F. Curry, CPPO, Director, Purchasing Department, and Andrew Eshleman, P.E., Director, Division of Public Works, presented the request to award the contract for the Agriculture Education Center Indoor Multipurpose Building Commissioning services to the lowest responsible, responsive bidder, Kibart, a Bowman Company, LLC, of Towson, Maryland, who submitted the total lump sum bid in the amount of \$81,850.

Commissioner Wagner, seconded by Commissioner Cline, moved to award the contract as presented. The motion passed 4-1, Commissioner Keefer voted, "NAY".

**INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0119) ONE (1) NEW 2022 FORD F-350 PICK UP TRUCK**

Rick F. Curry and Mark Bradshaw, P.E., Division Director, Environmental Management, presented the request to authorize by Resolution for the Department of Water Quality to purchase one (1) New 2022 Ford F-350, Super Duty XL Regular Cab Pick Up Truck with a Utility Body from Apple Ford Lincoln Mercury of Columbia, Maryland, for a total cost of \$57,969, and to utilize another jurisdiction's contract that was awarded by Baltimore County, Maryland, Government (Contract 00004594) to Apple Ford Lincoln Mercury.

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

(Resolution RS-2023-19 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

**REJECTION OF BIDS (PUR-1610) GRINDER PUMP PACKAGES FOR DEPARTMENT OF WATER QUALITY**

Rick F. Curry and Mark Bradshaw presented the request to reject all bids without prejudice for the Grinder Pump Packages due to the bid specifications needing revised, and to request permission to readvertise to solicit pricing for the grinder pump packages.

Commissioner Wagner, seconded by Commissioner Keefer, moved to reject all bids without prejudice and to readvertise to solicit pricing as presented. The motion passed unanimously.

**SOLE SOURCE PROCUREMENT (PUR-1622) FOR WESTERN MARYLAND CONSORTIUM DISCONNECTED YOUTH SERVICES IN WASHINGTON COUNTY, MARYLAND**

Rick F. Curry and Nicole Phillips, Grant Manager, Office of Grant Management, presented the request to approve a Sole Source procurement to the Western Maryland Consortium in the amount of \$50,687 for enhancements to existing programming offered to disconnected youth contingent upon approval of the funding award from the Governor's Office of Crime Prevention, Youth, and Victim Services, and as approved by the Washington County Local Management Board at its January 20, 2023, meeting.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the Sole Source procurement as presented. The motion passed unanimously.

**SOLE SOURCE PROCUREMENT AWARD (PUR-1624) SCHOOL BASED HEALTH CENTERS**

Rick F. Curry and Nicole Phillips presented the request to award a Sole Source procurement to Meritus Medical Center in the amount of \$254,194, 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 approve the Sole Source procurement as presented. The motion passed unanimously.

**CLOSED SESSION**

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed at 10:18 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 consider the acquisition of real property for a public purpose and matters directly related thereto; to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; and to consult with counsel to obtain legal advice on a legal matter, in accordance with Section 3-305(b) (1), (3), (4), and (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

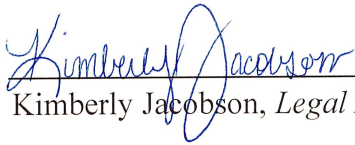
In closed session, the Commissioners discussed personnel matters, assignments, vacancies, acquisition interest in real property, business and economic development matters, and a contractual matter.

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; Kendall Desaulniers, Deputy County Attorney/Interim Human Resources Director; Jonathan Horowitz, Director, Department of Economic and Business Development; Andrew Eshleman, Director, Public Works, and Todd Moser, Real Property Administrator, Engineering.

**ADJOURNMENT**

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



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Kimberly Jacobson, *Legal Assistant*

