



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

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

**May 23, 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 9:34 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 9, 2023. The motion passed unanimously.

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

Commissioner Wagner attended the Washington County Drug Court graduation ceremony and recognized Judge Wilson and the staff for their dedication to the program. Commissioner Wagner attended the Maugansville 70<sup>th</sup> Anniversary celebration. Commissioner Wagner attended the Police Week service at St. Andrews Episcopal Church in Clear Spring and thanked Father Steve McCarty for honoring the police and correctional officers. Commissioner Wagner also thanked the citizens in attendance at the meeting and remembered our Veteran's for their service.

Commissioner Keefer read an article in the Herald Mail recognizing Clear Spring High School graduate Joey Fisher for his accomplishment of being chosen as a player on the National Football League's San Francisco 49ers. Commissioner Keefer took a moment to pause and reflect on Memorial Day to honor Veterans who made the ultimate sacrifice to keep our freedoms and thanked them for their service.

Commissioner Harvey echoed Commissioner Keefer's sentiments and, in recognition of the upcoming Memorial Day Holiday, acknowledged upcoming local parades in Sharpsburg and Boonsboro. In honor of military appreciation, Commissioner Harvey honored those who have served and given the ultimate sacrifice as well as our veterans, including Commissioner Wagner and the members of the Veteran's Advisory Committee here today. Commissioner Harvey, along with Commissioner Keefer, attended the Commission on Aging event and commended them for a very nice ceremony. Commissioner Harvey attended the Municipal League meeting last night and acknowledged Superintendent Dr. Sovine's remarks about how well the schools are doing and how they have adjusted to the budget and are succeeding across the board. Commissioner Harvey recognized the multiple events the Commissioners are attending and all of the civic participation and the great work and participation of our local clubs and municipalities.

Commissioner Cline also attended the Police Week service at St. Andrews Episcopal Church in Clear Spring. Commissioner Cline stopped in Boonsboro and walked along with the Boonsboro Wagoneer's Train. Commissioner Cline attended the Hagerstown Community College Graduation and commended the three hundred plus graduates and over a thousand parents who filled the new bleachers.

Commissioner Cline visited the Clear Spring FFA, which is over thirty kids strong. Commissioner Cline also attended the Drug Court graduation ceremony and commended the participants and expressed his pride in their accomplishments. Commissioner Cline attended the Fairplay Fire Company meeting and membership meal for their Tech High Graduates, honoring them before their graduation next week.

Commissioner Barr acknowledged a busy week coming up with many Memorial Day functions including the parade Saturday in Sharpsburg and the parade Sunday in Boonsboro. Commissioner Wagner will be pulling a Princess trailer in the Sharpsburg parade and Commissioner Harvey will be on a Military Salute trailer. Commissioner Barr received an invitation from the Board of Directors for the Maryland Symphony Orchestra's Reception for the Conductors Circle on Friday, June 2, 2023.

#### **STAFF COMMENTS**

Kendall Desaulniers, Deputy County Attorney and Interim Human Resources Director, presented the recommendation to appoint Dawn Marcus as the County Clerk at a Grade 12 Step 1, or \$53,414.00 annually. This will be a lateral transfer, as Ms. Marcus is currently a County employee, with an effective date of May 13, 2023. This is the closest date for payroll purposes to the appointment which is standard procedure.

Commissioner Cline, seconded by Commissioner Keefer, moved to approve the appointment. The motion passed unanimously.

Kevin Tucker, Clerk of the Circuit Court, administered the Oath of Office to Ms. Marcus.

Leslie Hart, from Agricultural Business Development, recognized two farms in the Faces of Farming series; Crown Stone Dairy Farm in Clear Spring, Maryland, which is soon to be a Century Farm, and Long Lost Friends Farm, named from John Denver's song Back Home. Ms. Hart provided a video presentation of both farms. Ms. Hart recognized June as Dairy Month.

Neil Dorin, Airport Director, provided an update on the annual inspection by the Federal Aviation Administration which provides a certification for airports. The airport passed the inspection with zero discrepancies. This is a testament to the entire staff. In addition, Mr. Dorin provided an update on the taxiway project and requested approval to submit an application to the Federal Aviation Administration for the Taxiway Foxtrot Grant. The grant is very competitive. Mr. Dorin requested approval to accept any awarded grants from the FAA and a grant from the MAA, Maryland Aviation Administration. He further noted that the airport would need to raise the airport capital reserve fund by \$98,627.77, based on what had been previously budgeted, as bids came in higher than what was estimated a few years ago. This motion would need to allow for the increase of airport capital funds from \$98,627.77, which increases the fund to a new total of \$398,627.77. Commissioner Cline requested the amount of the possible grant awards. The total project cost is \$7,430,499.50. Approximately 90% of that, \$6,687,449.00, comes from the FAA and the County is expecting a contribution from the MAA of \$344,372.44. County investment of \$98 thousand could net \$7 million. Michelle Gordon, Chief Financial Officer commented that the airport does have adequate reserves for the additional \$98,627.77.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve \$398,627.77 along with your ability to accept the grants. The motion passed unanimously.

John Martirano, County Administrator reminded everyone the meeting in Hancock this evening was postponed and will be rescheduled at a later time. The Commissioners will not have a meeting next

week because of Memorial Day. The next meeting is June 6, 2023. Mr. Martirano also thanked our Public Works staff as this week is Public Works week and, on behalf of the Commissioners, thanked the Public Works staff for all that they do everyday.

#### **CITIZEN PARTICIPATION**

Dave Williams of Water Street in Smithsburg, Maryland commented on the recently approved budget and asked for a revision to the budget process, commented on Robert's Rules of Order regarding how meetings are handled, and discussed the budget presentations and public hearings and comments he heard from Commissioner Cline and read in the Herald Mail.

#### **PROCLAMATION FOR MILITARY APPRECIATION**

Teresa Spruill, Chair along with Stephanie Pulver, Secretary and members Niki Falzone, Aaron Palmer, and Laura Lane-Unsworth, thanked the Commissioners and provided an update on the Committee. They would also like to hear from our veterans to know what they need from the board to support them. There are about 10,000 veterans in the county. If a veteran has a VA disability rating they may be eligible for a tax credit.

The Board of County Commissioners presented a Proclamation in recognition of Military Appreciation to Teresa Spruill, Chair, and members of the Veteran's Advisory Committee.

#### **SOLE SOURCE PROCUREMENT (PUR-1628) COMPUTER AIDED DESIGN (CAD) INTERFACE**

Rick F. Curry, CPPO, Director of Purchasing, presented the request to authorize a Sole Source procurement for CAD Interface for use by the Division of Emergency Services (DES) in the amount of \$56,640 from Keystone Public Safety Inc., of Maple Shade, New Jersey.

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

#### **BID AWARD (PUR-1613) ONE (1) 2023 OR LATEST PRODUCTION MODEL CHASSIS/CAB WITH DUMP BODY**

Rick F. Curry and Mark Bradshaw, P.E., Director, Environmental Management, presented the request to award the purchase of one (1) 2023 Chassis/Cab with a Dump Body to the responsible bidder with the responsive bid, Blaise Chevrolet, of Greencastle, Pennsylvania, in the amount of \$91,158.

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

#### **RESCIND BID AWARD, INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0104) – ONE (1) NEW 2024 FORD F650 TRUCK**

Rick F. Curry and Mark Bradshaw presented the request to relieve 72 Hour, LLC dba/National Auto Fleet Group of Watsonville, California, from the contract without prejudice for the purchase approved by the Board of County Commissioners of Washington County on January 10, 2023, for the procurement of one (1) 2024 Ford F650 Truck for a total cost of \$95,773. The Purchasing Department has made several attempts to obtain information as to the status of the production/delivery of the vehicle but has not received a response from the vendor.

Commissioner Harvey, seconded by Commissioner Wagner, moved to relieve 72 Hour, LLC dba/National Auto Fleet Group from the contract as presented. The motion passed unanimously.

**INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0120) LINE STRIPING**

Brandi Naugle, CPPB, Buyer, Purchasing Department; Zane Rowe, Deputy Director, Public Works-Highway; and Doug Levine, Traffic Supervisor, Highway Department, presented a request to authorize, by Resolution, the Highway Department to utilize the Howard County, Maryland Line Striping Contract PA-096-2023 with Alpha Space Control Co., Inc., of Chambersburg, Pennsylvania, for line striping of 1,308,411 linear feet at \$.107 per linear foot on various roads within the County in the total amount of \$140,000.

Commissioner Harvey, seconded by Commissioner Cline, moved to authorize, by Resolution, the Highway Department to utilize the Howard County Maryland Line Striping Contract as presented. The motion passed unanimously.

**CLOSED SESSION**

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed at 10:20 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; and to conduct collective bargaining negotiations or consider matters that relate to the negotiations, 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, and vacancies, contractual matters, and collective bargaining matters.

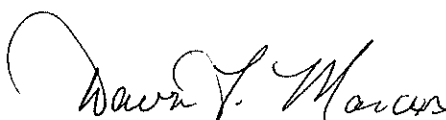
Present during closed session were Commissioners John F. Barr, Jeffrey A. Cline, Derek Harvey, Wayne K. Keefer, and Randall E Wagner. Also present was Dawn Marcus, County Clerk and Kirk C. Downey, County Attorney. Also present at various times, were: John M. Martirano, County Administrator; Kendall Desaulniers, Deputy County Attorney/Interim Human Resources Director; Zachary Kieffer, Assistant County Attorney; Michelle Gordon, Chief Financial Officer; David Chisholm, Deputy Director Emergency Services; Eric Patell, Esquire, Labor Counsel *via Teams Meeting*; Carroll Braun, AFSCME Representative; David Hays, Director Emergency Services and Kelly Fisher, Operations Manager Emergency Communications Center.

**RECONVENE IN OPEN SESSION**

Commissioner Wagner, seconded by Commissioner Cline, moved to reconvene in open session at 12:52 p.m. The motion passed unanimously.

**ADJOURNMENT**

Commissioner, Wagner, seconded by Commissioner Harvey, moved to adjourn at 12:52 p.m. The motion passed unanimously.



Dawn L. Marcus, County Clerk