



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

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

**September 19, 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 9:01 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 Cline, seconded by Commissioner Harvey, moved to approve the minutes of September 12, 2023. The motion passed unanimously.

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

Commissioner Wagner attended the Remembrance in the Park, and he attended the logo reveal for the new stadium at the Aviation Museum.

Commissioner Keefer called attention to the article in the Herald Mail recognizing the 100<sup>th</sup> birthday of Kenneth Bladen and his anniversary of 76 years to his wife Edna.

Commissioner Harvey commented on future events; Smithsburg Steam and Craft Show Days, Comp Plan Public Hearing review in Boonsboro and then at the County library. Last week he met with citizen's sheltering the abused, the organization is CASA is active in supporting and assisting the domestically abused. He attended the Board of Elections public hearing to review locations for public early voting sites and he recommended the Virginia Avenue, Hancock and Boonsboro sites. Commissioner Harvey gave a happy birthday shout out to Veteran Frederick Smith who turned 94 years old on Sunday.

Commissioner Cline attended the Muddy Mommas event that benefited Girls Inc., he congratulated Master Deputy Jake Demmers who was nominated as Deputy of the Year. Commissioner Cline attended the 911 Remembrance in the Park. He attended the logo reveal for the Flying Boxcars and he attended the groundbreaking at Clara Barton Park.

Commissioner Barr attended the 911 Remembrance in the Park and Boonsboro's 911 parade. He attended the stadium logo unveiling at the Aviation History Museum. Commissioner Barr attended the Clara Barton Park groundbreaking ceremony and recognized local artist Toby Mendez who is creating her sculpture. He commented on upcoming events including the United Way Day of Caring, Christian Prayer Breakfast, Comp Plan Public meeting, Sharpsburg Volunteer Fire Department 80<sup>th</sup> Anniversary event and the Clear Spring evening meeting.

### **STAFF COMMENTS**

Michelle Gordon, County Administrator attended the 911 Remembrance in the Park. She commented on the Ribbon Cutting Ceremony at the Black Rock Golf Course this afternoon.

Michelle Gordon, County Administrator presented the recommendation to appoint Rachel Souders as the Director, Office of Grant Management, at a Grade 16 step 1, \$73,380.00 salary/annually with a start date of September 18, 2023.

Commissioner Wagner, seconded by Commissioner Cline, moved to appoint Rachel Souders as Director, Office of Grant Management as presented. The motion passed unanimously.

### **CITIZEN PARTICIPATION**

Mary Heeringa, WCTA, Oakridge Drive, Hagerstown, commented on the upcoming Crab Feed to support the teacher's association, the feed is open to the public. She commented on her family, relocating from IOWA and discussed IOWA school funding issues and funding needs for the Washington County school district.

Stephanie Phillips, Falling Waters WV, discussed the Lowes Citizen Emergency Preparedness Days, a grant from Phillips 66, International World Peace Day, the stadium and she requested information on demolitions and zoning request. Ms. Phillips discussed the Maryland flag, a flag for the Americas and pledge.

Lori Chrzanowski, Williamsport, Washington County Commission for Women, attended the 911 Remembrance in the Park. The Commission is working on community outreach for ideas on combating human and women's sex trafficking they will meet with Capital Women's Care and host the State's Attorney at the November meeting.

Amber Lowery, Williamsport Md, Women's Commission was a speaker at TED Ex Hagerstown last year, a local business owner, she provided life hacks to encourage women to be successful. This year five women from Washington County will be featured to include; Melissa Noel, Dr. Gloria Murray, Cherish McMillian, Elle Harvey and invited the Commissioners to the TED Ex Stage open Town Hall style meeting on January 6, 2024.

### **WASHINGTON GOES PURPLE-**

Vicki Sterling and Melanie Watts, Co-Chairs, Washington Goes Purple Committee; Terry Tuite, Washington County Free Library presented Washington Goes Purple is a community initiative with the goal of educating our youth and community about the dangers of prescription pill misuse, drugs and alcohol, while eliminating stigma and creating an environment that people feel comfortable seeking help and recovery. FY23 140 community events, 69 presentations to school age youth, messaging with substance abuse and vaping, drug disposal bins throughout the county. Steven Hill will present his story tonight at Williamsport High School, where they have a high number of drug related issues, the assembly is for both parents and students at 6:00 p.m. The Sheriff's department will be there to walk parents through a concealment trailer mock bedroom to show potential areas for hidden substances and to answer questions. Mr. Hill will also be at the Washington County Free Library tomorrow at 5:00 p.m. to show a video "Surviving the Hill", he shot in Washington County which features local officials, EMS and fire officials. he will have conversations with parents. Washington Goes Purple is requesting funding support in the amount of \$5,000.00 from the County Commissioners to help cover the cost of Mr. Hill's video.

Commissioner discussion regarding scholarships and sharing the video at all of the area high schools.

Commissioner Cline, seconded by Commissioner Keefer, moved to award Washington Goes Purple \$5,000.00 as requested. Funds to be taken from the contingency fund. The motion passed unanimously.

**CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH**

Commissioner Keefer seconded by Commissioner Wagner moved to convene as the Board of Health at 9:32 a.m. The motion passed unanimously.

**OPTIMAL ADOLESCENT HEALTH PROGRAM/TRUE YOU (MOAHP)**

Earl Stoner, Health Officer, Washington County Health Department (WCHD RFP 2024-03) the Health Department is recommending the Board of Health award the contract to Girls Incorporated of Washington County in the amount of \$165,000.00 for the contract period of July 1st, 2023, through June 30th, 2024. MOAHP is a grant that is targeted to implement comprehensive sexual education in Washington County High Schools. Promoting health among the teens and seeking to reduce birth rates and sexually transmitted infections among the high-risk teens in Maryland. The program includes parent/caregiver education as well as the formation of Youth Advisory Boards to inform the work of the systems team. This is a five-year grant providing funding will be available from the State. This program will also include a mental health curriculum that must be implemented in year 3.

Commissioner discussion regarding contract coverage of treatment and termination of pregnancy.

Mr. Stoner presented the contract does not provide treatment it only promotes sexual education.

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

**RECONVENE AS BOARD OF COUNTY COMMISSIONERS, WASHINGTON COUNTY**

Commissioner Cline seconded by Commissioner Keefer, moved to reconvene as the Board of County Commissioners of Washington County, Maryland at 9:34 a.m. The motion passed unanimously.

**BID AWARD – (PUR-1621) – PLUMBING AND HEATING MAINTENANCE SERVICES**

Brandi Naugle, Buyer, Purchasing; Danny Hixon, Director, Buildings, Grounds & Facilities presented the request to award the Plumbing and Heating Maintenance Service contract to the responsive, responsible low bidder, Mick's Plumbing and Heating, Inc., of Thurmont, MD for the Base Bid amount of \$135,700.00.

Commissioner Wagner, seconded by Commissioner Cline, moved to award the Plumbing and Heating Maintenance Service contract to the responsive, responsible low bidder, Mick's Plumbing and Heating, Inc., as presented. The motion passed unanimously.

**CONTRACT RENEWAL (PUR-1569) – UNIFORMS FOR WASHINGTON COUNTY SHERIFF'S OFFICERS**

Brandi Naugle, Buyer, Purchasing; Sheriff Brian Albert, Washington County Sheriff's Office presented the request to renew the contract for Uniforms for Washington County Sheriff's Officers with Galls, LLC of Lexington, KY, per the rates included in its letter dated August 11, 2023. Galls, LLC is requesting a 9.9% increase above the current rates due to increased costs from suppliers and changes to market conditions affecting labor, utility, and shipping costs.

Commissioner Wagner, seconded by Commissioner Cline, moved to renew the contract for Uniforms for Washington County Sheriff's Officers with Galls, LLC as presented. The motion passed unanimously.

**SOLE SOURCE CONTRACT AWARD (PUR-1640) – ASTRO 25 PHASE II ENHANCEMENTS AND UPGRADES OF THE EMERGENCY AND LOCAL GOVERNMENT RADIO COMMUNICATIONS**

Rick Curry, Director, Purchasing; Tom Weber, Deputy Director, Wireless Communications presented the request to authorize Wireless Communications to enter into a Sole Source contract for the ASTRO 25 Phase II Enhancement and Upgrades of the Emergency and Local Government Radio Communications from Motorola Solutions, Inc. of Linthicum, MD for the total sum in the amount of \$13,592,402.00 based on its proposal. The funding is available in the department's CIP (Capital Improvement Plan) account COM030 and EQP069.

Commissioner discussion regarding funding.

Commissioner Wagner, seconded by Commissioner Cline, moved to enter into a Sole Source contract for the ASTRO 25 Phase II Enhancement and Upgrades of the Emergency and Local Government Radio Communications from Motorola Solutions, Inc., as presented. The motion passed unanimously.

**SOLE SOURCE PROCUREMENT (PUR-1645) – MULTI-YEAR MAINTENANCE SUPPORT AND SUAII PURCHASE AGREEMENT**

Rick Curry, Director, Purchasing; Tom Weber, Deputy Director, Wireless Communications presented the request to authorize a Sole Source procurement of a multi-year Astro P25 Radio System and NICE Recording System Maintenance Support Agreement and SUAII major software upgrades for the Wireless Communications Department in the amount of \$4,997,473.22 over a five (5) year period from Motorola Solutions of Linthicum, MD based on its proposal.

	Year 1 FY24	Year 2 FY25	Year 3 FY26	Year 4 FY 27	Year 5 FY28
Maintenance	\$451,845.24	\$501,204.39	\$525,758.35	\$551,461.13	\$578,352.73
SUAII	\$416,154.76	\$468,439.87	\$484,512.57	\$501,200.23	\$518,543.95
	\$868,000	\$969,644.26	\$1,010,270.92	\$1,052,661.36	\$1,096,896.68

Commissioner discussion where funding is derived, concurrences, warranty for servicing of new equipment, prior year pricing, maintenance coverage compared to the factory warranty. Operability with the State. Connectivity bandwidth upgrades and State responsibilities.

Heather Tenney, Motorola account manager presented the maintenance agreement is on the whole infrastructure not just the equipment.

Commissioner Wagner, seconded by Commissioner Cline moved to authorize a Sole Source procurement of a multi-year Astro P25 Radio System and NICE Recording System Maintenance Support Agreement and SUAII major software upgrades for the Wireless Communications Department as presented. The motion passed unanimously.

Commissioner Keefer requested capital budgeting update for the requests that were approved.

### **AIRPORT STRATEGIC PLAN BUSINESS STRATEGIES**

Neil Doran, Director, Hagerstown Regional Airport; Andrew Eshleman, Director, Public Works came before the Board with a presentation and workshop discussion on the Business Strategies in the Airport Strategic Plan with a Power Point presentation of slides of portions of the Airport Strategic Plan document, Business and Hangar Development comparisons, service growth, economic activity and leasing income, private industry partnerships, non-aviation property development potential, air cargo opportunities, air service development, commercial air service, air service development competition, The number of decreasing departures and its correlation to the number of seats on planes increasing. Allegiant flew 1.4 % more available seat miles on a year-to-year basis and were award with 10.3% in passengers. Hagerstown Regional Airport (HGR) is a small non-hub airport and needs to work harder keeping the service that we have. Hiring an on-call airport service development consultant would assist in multiple areas. We are recommending that we follow the advice of the airlines and implement fees, direct cost fees to passengers, parking fees, and passenger facility charge (PFC) fees. Parking fees would be by gated entry and parking tickets and PFC fees would be applied by the airline and returned to the airport. Parking revenue could support required security and other staffing and assist with marketing cost. PFC revenue could support the matching funds we need for grant projects and the maximum amount would be \$4.50 per passenger.

Commissioner discussion regarding costs of setting up parking fee systems, daily costs for parking, park and ride options, consultant fees/costs, additional cost to customers, secure parking, security issues, more cameras as a deterrent and responsible party if theft/damage occurs. Revenue increases and availability of FAA grants to assist in funding of the airport. Commissioner request for future discussion to include Allegiant representatives regarding PFC fees.

The matter will come back before the Commissioners at a future date.

### **TRANSFER OF REAL PROPERTY AND DECLARATION OF SURPLUS PROPERTY**

Todd Moser, Real Property Administrator, Engineering, requested approval of the acceptance of real property conveyance from Washington County Board of Education (BOE) concerning the property consisting of +/- 28.04 acres located on the Northeast Side of Mount Aetna Road, 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, to Meritus Medical Center, Inc. (Meritus). The intent to convey the property was duly advertised July 31, August 7, and August 14. The Board of County Commissioners previously approved a Memorandum of Understanding (MOU) between the County, BOE, and Meritus on June 6, 2023, for the transfer of real property. BOE has determined the land is surplus property. The \$2,700,000.00 will go into the County's Capital Reserve fund for BOE's use at their sole discretion.

Commissioner discussion regarding allocation of the \$2,700,000.00 million.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the conveyance of the property, +/- 28.04 acres located on the Northeast Side of Mount Aetna Road, and to adopt the Ordinance as presented. The motion passed unanimously.

(Ordinance No.'s ORD-2023-14 and ORD-2023-15 are recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

**PROPERTY ACQUISITION FOR HOPEWELL ROAD**

Todd Moser, Real Property Administrator, Engineering, requested approval of the option agreement for partial property acquisition including fee simple and/or easements for 11120 Hopewell Road and Tax ID 22-02000512 Map 48/Parel 31 and to approve an ordinance approving said purchase and to authorize the execution of the necessary documentation to finalize the acquisition. Properties were appraised, and the option agreement has been signed by the property owner. CIP Budgeted Project. The Hopewell Road realignment and culvert work in this area are part of the Wright Road Appalachian Regional Commission (ARC) project.

Property Location	Fee Simple Area	Easement Area	Acquisition Cost
11120 Hopewell Road and Tax-ID 02000512 Map 48 Parcel 31	27,377 Square Feet	15,434 Square Feet Temporary Construction Easement	\$30,000.00

Commissioner Cline, seconded by Commissioner Wagner, moved to the option agreement for partial property acquisition including fee simple and/or easements for 11120 Hopewell Road and to approve the Ordinance as presented. The motion passed unanimously.

(Ordinance No. ORD-2023-16 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

**PROPERTY ACQUISITION FOR CRYSTAL FALLS DRIVE**

Todd Moser, Real Property Administrator, Engineering, requested approval of option agreements for partial property acquisition and conveyance of existing right-of-way including fee simple and easements for 12143 Crystal Falls Drive and tax ID-07-009151 Map 40 Parcel 63, and approve an ordinance approving said purchase, and to authorize the execution of the necessary documentation to finalize the acquisition. CIP Budgeted Project. This is for a federal aid bridge replacement project.

Property Address/ID	Fee Simple Area	Easement Area	Acquisition Cost
12143 Crystal Falls Drive	474 Square Feet	7,207 Square Feet	\$1,800.00
TAX ID- 07-009151. Map 40/ Parcel 63	115 Square Feet	1,306 Square Feet - Temp. Construction Easement 3,281 Square Feet - Perpetual Drainage Easement	\$2,200.00

Commissioner Cline, seconded by Commissioner Keefer, moved to approve as presented. The motion passed unanimously.

(Ordinance No.'s ORD-2023-17 and ORD-2023-18 are recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

**CLOSED SESSION**

Commissioner Cline, seconded by Commissioner Wagner moved to convene in closed session at 10:35a.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. The motion passed unanimously.

In closed session, the Commissioners discussed Boards and Commissions appointments, legislative matters, information technology and cyber security 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: Zachary Kieffer, Assistant County Attorney; Rachel Souders, Director Grant Manager; Joshua O'Neal, Chief Technological Officer; and David Elliott, Director, Information Technology.

**RECONVENE IN OPEN SESSION**

Commissioner Cline seconded by Commissioner Keefer moved to reconvene in open session at 11:45 a.m. The motion passed unanimously.

**ADJOURNMENT**

Commissioner Harvey, seconded by Commissioner Wagner moved to adjourn at 11:49 a.m. The motion passed unanimously.



Dawn L. Marcus, *County Clerk*

