



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

September 26, 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

Vice-President Jeffrey A. Cline 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: Commissioner Randall E. Wagner, Commissioner Derek Harvey, and Commissioner Wayne K. Keefer. President John F. Barr was absent.

APPROVAL OF MINUTES

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve the minutes of September 19, 2023. The motion passed 4-0.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Harvey commented on the Boonsboro Steam Engine and Craft Show Days. He commented on the Washington County Public Schools (WCPS) program ABLE - Academy of Blended Learning Education a program that continues virtual classroom education online.

Commissioner Keefer followed up with the Superintendent on information received at the meeting in Keedysville, FIOC comments provided erroneous numbers, the accurate numbers are Pre-K has fifteen students the same amount as the year before and Kindergarten has twenty students.

Commissioner Wagner attended MML dinner last night in Keedysville. He thanked the staff for the continuing the Comp Plan, the next presentation will be in Smithsburg. Commissioner Wagner thanked staff at Black Rock Golf Club for hosting the Commissioners last week. He commented on October 13, 2023, the ribbon cutting for the new aviation program at Williamsport High School and the highlights of the program.

Commissioner Cline attended the MML dinner in Keedysville and thanked the town for hosting the event. He attended the Black Rock Golf Course event and commented on the upgrades and increased play. Commissioner Cline attended the Meritus opening of the Mental Health Crisis Center. He attended the 80th anniversary of the fire company in Sharpsburg and thanked the volunteers. Commissioner Cline attended the groundbreaking for the Girls and Boys Club and the Washington County Police Academy Graduation Class 7 event there were eleven total graduates. He attended the Fire Association meeting. He gave a special shout out to the United Way Day of Caring. He attended a multi-jurisdictional training in Brunswick for water and river rescue, the National Guard and State Police participated with their helicopters in water rescue, multiple counties participate, and Washington County had the emergency water rescue boats there in preparation for a major training event next year. He thanked the career and volunteer people who were involved.

STAFF COMMENTS

Andrew Eshleman, Director of Public Works, is seeking consensus for a letter of support for Maryland Department of Transportations (MDOT) request for funding from the US Department of Transportation

Reconnecting Communities and Neighborhoods Program for Dual Highway planning. The planning project will be led by MDOT and does not require a contribution from the County.

Commissioner consensus received for the letter of support.

Jonathan Horowitz, Director of Business and Economic Development, provided an update on project water exception request which was granted by the previous Board of County Commissioners (BOCC) in September 2022. The City of Hagerstown has requested a consensus of the BOCC to convey a water agreement that was issued to the Bowen's at the property located at 14375 Breeze Hill Drive, North of the Airport. The property has been purchased by Watsonstown Trucking Patton Logistics. They are looking to develop a trucking terminal, The initial water agreement from the city was issued to the Bowen family and will be bringing the conveyance before the Mayor and City Council and they are requesting a letter from the BOCC. Mr. Horowitz does not have access to the trucking safety report, Mr. Hobbs office should have that information. Timeline the Bowen family has until December 27, 2023, to develop the property and the prior approvals convey to the property owners. There were no previous extensions.

Commissioner discussion this is an urgent item, the land was purchased with the consensus which was previously given by a board of commissioners. Questions regarding the trucking terminal and concerns regarding the on/off ramps flow, traffic study, safety of I-81 and request for more information on the truck traffic generated. Timeline of events, extensions requested. The ask today is to accept the change of the names for property ownership.

Commissioner consensus to agree to the change of the name of the property owner for the prior water exception consensus only. Consensus received 3 – 1. Commissioner Keefer did not consent.

Michelle Gordon, County Administrator presented a request for a statement of intent to the Maryland Association of Counties (MACO) Maryland Time to Care Act (TCA) family leave collaborative which requires all employers to provide up to 12 week of paid benefits to covered individuals who are taking leave from employment to care for certain family members with the individual having a serious health condition or qualifying as an exigency arising out of a family members military deployment. The weekly benefit is based on the employee's average weekly wage. Employees are not required to use their leave for this benefit. Required contributions of the program are shared between employers and employees are based on employee wages. An employer may satisfy the TCA requirement through an equivalent private insurance program (EPIP). An employer that provides covered employees with an EPIP, those covered employees are exempt from the TCA required contributions that are required to begin on October 1, 2024. Benefits of for employees are required to begin on January 1, 2026. By opting in on the collaborative costs for employees and the County would be deferred from fiscal year 2025 to fiscal year 2026. The Maryland Association of Board of Education and MACO have agreed to establish a TCA collaborative to facilitate the procurement of TCA benefits and reduced costs to local governments. If Washington County plans on joining the collaborative they would like an answer by October 1, 2023, and the statement of intent would need to be submitted by October 1, 2023, so they can begin data collection for the RFP which is expected to take about a year. The unbudgeted cost for joining the collaborative will be \$10,000.00.

Commissioner consensus provided for the letter of statement of intent. Consensus received 4-0. The matter will come back before the Commissioners for final approval.

Michelle Gordon, County Administrator presented the Office of Budget and Finance have prepared fiscal year 2023 (FY23) financial statements and requests a consensus from the Commission on what to do with the excess of revenue over expenditures in FY23. The final financial statements will be presented on the

agenda on November 28th due to scheduling conflicts with an independent auditor. Total revenue at the end of FY23 was budgeted at 288.1 million; actual was 301.9 million, revenue came in at about 13.8 million over budget which is about 5% well within the perimeters established by GFOA as an acceptable amount. The overages were primarily a result of corporate personal property tax, income tax and recordation tax over budget which was offset by revenues coming in underbudget for grant revenues and charges for services and actual interest income due to the federal reserve interest rate increases for the last fiscal year. In addition to the revenues that came in over budget we had expenditures that came in under budget. The main reason is departments who did not provide for inflation have deferred their expenditures until the next fiscal year. The total excess of revenue over expenditures for FY23 is approximately 25 million dollars. As revenues increase the required cash reserves should typically adjust however we have seen a significant amount of revenue decrease in fiscal year 2023. There was a significant decrease in grant revenue in FY23. There was a significant increase in grant revenue in FY22 and FY21 due to the Cares Act and Arbor grant funding. The estimated cash reserve for FY23 is expected to remain the same. The estimated cash reserves should be about 50 million. our cash reserves are about 68 million for about 23%. Our required cash reserve is 16.67% with our goal being between 20% and 25%. We request a Commission consensus to allocate the 25 million with the recommendation to allocate 5 million to the pension fund for FY23 to increase our funded status. The funded status is under 70%, the average for government agencies across the nation is over 80% we are well below the national average. Ms. Gordon suggests the other 20 million be transferred to our CIP fund to reserve for capital projects that are experiencing significant amounts of inflation. The Sheriff's office detention center renovation and restoration replacement project is 20 to 30 million over what was originally anticipated and their other unbudgeted costs related to potential building replacement related to the courthouse and other buildings and facilities in the county.

Commissioner discussion for time to review the expenditures. Costs of expenditures in FY24. Considerations of underfunded pension fund plan, debt, school problems and roads. Request to put this on the agenda when President Barr is available before a consensus and for citizens comments. This will be brought back as an agenda item when all five commissioners are present.

CITIZEN PARTICIPATION

Stephanie Phillips aka Schlapo, Falling Waters, WV presented that she has home schooled and taken classes at the local college. She discussed civil servant competition, land development, water resources, topography, dam and electrical grid leverage, replacements of dams in Pennsylvania, and the need to prioritize our infrastructure.

PROCLAMATION FOR DOMESTIC VIOLENCE AWARENESS MONTH

Washington County Board of County Commissioners presented a proclamation to Ashley Sizemore, Director of Advocacy Services, CASA, Inc. for Domestic Violence Awareness Month which is intended to draw attention to the fact that domestic violence is widespread and has public health implications for every community member of Washington County. Ms. Sizemore thanked the commissioners for their support and acknowledging October as domestic abuse month. She gave a general overview of their services. Commissioner Cline presented CASA with the Proclamation.

LEADERSHIP EXCELLENCE PROGRAM

Brian Overcash, Safety Compliance and Training Coordinator, Human Resources presented training certificates will be given to twenty-three selected County staff who completed the Leadership Excellence Program conducted by Hagerstown Community College. This leadership training program was a total of fifty hours of leadership and management class work. A group photograph was taken.

CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH

Commissioner Wagner seconded by Commissioner Harvey moved to convene as the Board of Health at 9:53 a.m. The motion passed unanimously.

MOBILE CRISIS SERVICES – WAY STATION, INC.

Earl Stoner, Health Officer, Washington County Health Department is recommending that the Board of Health approve the contract to Way Station, Inc. of Washington County in the amount of \$87,640.00 for funding legislated for the Crisis Response Grant providing a Mobile Crisis Team to increase mobile crisis services by 100 hours per week. 100% of the funding for this contract is provided through the Maryland Department of Health Behavioral Health Administration. No additional funding is being requested. They collaborate with mobile crisis through the Way Station.

Commissioner discussion regarding opioid response.

Commissioner, Wagner seconded by Commissioner Keefer moved to approve the contract to Way Station, Inc. of Washington County, in the amount of \$87,640.00 for funding legislated for the Crisis Response Grant as presented. The motion passed 4-0.

OPIOID CRISIS RESPONSE SERVICES – WAY STATION, INC.

Earl Stoner, Health Officer, Washington County Health Department is recommending that the Board of Health approve the contract to Way Station, Inc. of Washington County in the amount of \$139,056.00 for funding legislated for the State Opioid Crisis Response Grant providing a Crisis Team to stabilize and improve psychological symptoms of distress to persons “in crisis”. 100% of the funding for this contract is provided through the Maryland Department of Health Behavioral Health Administration. No additional funding is being requested.

Commissioner discussion regarding how the Way Station helps individuals in need.

Commissioner, Wagner seconded by Commissioner Keefer, moved to approve the contract to Way Station, Inc. of Washington County in the amount of \$139,056.00 for funding legislated for the State Opioid Crisis Response Grant as presented. The motion passed 4-0.

STATE OPIOID RESPONSE SERVICES – MERITUS MEDICAL CENTER, INC.

Earl Stoner, Health Officer, Washington County Health Department is recommending that the Board of Health approve the contract to Meritus Medical Center, Inc. of Washington County in the amount of \$133,072.00 for funding legislated for the State Opioid Response Grant providing hospital-based Peer Services. 100% of the funding for this contract is provided through the Maryland Department of Health Behavioral Health Administration. No additional funding is being requested.

Commissioner, Wagner seconded by Commissioner Keefer, moved to approve the contract to Meritus Medical Center, Inc. of Washington County in the amount of \$133,072.00 for funding legislated for the State Opioid Response Grant as presented. The motion passed 4-0.

COMMUNITY SERVICES – POTOMAC CASE MANAGEMENT SERVICES, INC.

Earl Stoner, Health Officer, Washington County Health Department is recommending the Board of Health approval of the contract to Potomac Case Management Services, Inc. in the amount of \$91,500.00 for funding legislated for the Intense Case Management Services to LEAD (Law Enforcement Assisted Division) participants. 100% of the funding for this contract is provided through the Maryland Department of Health Behavioral Health Administration. No additional funding is being requested.

Commissioner discussion regarding drug abuse and its relationship to mental health.

Commissioner, Wagner seconded by Commissioner Harvey, moved to approve the contract to Potomac Case Management Services, Inc. in the amount of \$91,500.00 for funding legislated for the Intense Case Management Services to LEAD (Law Enforcement Assisted Division) as presented. The motion passed 4-0.

PERFORMANCE INCENTIVE GRANT – HAGERSTOWN POLICE DEPARTMENT

Earl Stoner, Health Officer, Washington County Health Department is recommending the Board of Health approval of the contract to Hagerstown Police Department in the amount of \$54,000.00 for funding legislated for the Performance Incentive Grant providing overtime for LEAD activities and trainings. Contract period of July 1st, 2023, through June 30th, 2024. 100% of the funding for this contract is provided through the Maryland Department of Health Behavioral Health Administration. No additional funding is being requested.

Commissioner discussion regarding spending of funds to combat drug abuse and mental illness. Emphasis on the law enforcement. Funds available to Washington County's Sheriff's Department.

Commissioner, Wagner seconded by Commissioner Harvey, moved to approve the contract to Hagerstown Police Department in the amount of \$54,000.00 for funding legislated for the Performance Incentive Grant as presented. The motion passed 4-0.

RECONVENE AS BOARD OF COUNTY COMMISSIONERS, WASHINGTON COUNTY

Commissioner Harvey, seconded by Commissioner Keefer, moved to reconvene as the Board of County Commissioners of Washington County, Maryland at 10:06 a.m. The motion passed 4-0.

CONTRACT AWARD (PUR-1625) – CIRCUIT COURT CHILLER REPLACEMENT

Rick Curry, Director, Purchasing; Andrew Eshleman, Director Public Works presented the request to award the contract for the Circuit Court Chiller Replacement project to the responsible, responsive bidder, Flo-Tron Contracting, Inc., of Hunt Valley, MD who submitted the lowest total lump sum bid in the amount of \$624,456.00. Funds are available for this project in the Division's Capital Improvement Project (CIP) account 10930-BLD078. Lead time is nine months to twelve months, actual installation is forty-five days.

Commissioner discussion regarding life of the current cooler, future plans for the courthouse, the fiscal impact on funding.

Commissioner Keefer, seconded by Commissioner Wagner, moved to award the contract for the Circuit Court Chiller Replacement project to the responsible, responsive bidder, Flo-Tron Contracting, Inc., as presented. The motion passed 4-0.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0129) ONE (1) CATERPILLAR LIFT TRUCK FOR THE HIGHWAY DEPARTMENT

Rick Curry, Director, Purchasing; Zane Rowe, Deputy Director Highway Department presented the request to authorize by Resolution, the Highway Department to purchase one (1) Caterpillar GP45N1 Lift Truck from Weise USA, Inc., of Baltimore, MD. The purchase price of the forklift is \$67,619 and to utilize another jurisdiction's contract (#091520-MCF) that was awarded by Sourcwell to Mitsubishi Caterpillar Forklift America, Inc. Funds are budgeted in the Highway Department's Capital Improvement Plan (CIP) account EQP042.

Commissioner Keefer, seconded by Commissioner Harvey, moved to authorize by Resolution, the Highway Department to purchase one (1) Caterpillar GP45N1 Lift Truck from Weise USA, Inc., of Baltimore, MD, as presented. The motion passed 4-0.

(Resolution No. RS-2023-28 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0131) ONE (1) MACK CHASSIS/CAB WITH A DUMP BODY FOR THE HIGHWAY DEPARTMENT

Rick Curry, Director, Purchasing; Zane Rowe, Deputy Director Highway Department presented the request to authorize by Resolution, the Highway Department to purchase one (1) Mack chassis/cab with a dump body from Baltimore Potomac Truck Centers of Bladensburg, MD. The cost of each truck is \$277,810 and to utilize another jurisdiction's contract. (#060920-MAK) that was awarded by Sourcewell to Baltimore Potomac Truck Centers. Funds in the amount \$277,750 are budgeted in the Highway Department's Capital Improvement Plan (CIP) account QP042. They do not believe the technology is available for this type of use due to the re-charging time required.

Commissioner discussion regarding electric vehicles.

Commissioner Harvey, seconded by Commissioner Kline moved to authorize by Resolution, the Highway Department to purchase one (1) Mack chassis/cab with a dump body from Baltimore Potomac Truck Centers of Bladensburg, MD. as presented. The motion passed 4-0.

(Resolution No. RS-2023-29 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

BID AWARD (PUR-1633) – BULK DELIVERY OF ROAD SALT

Brandi Naugle, Buyer, Purchasing; Zane Rowe, Deputy Director, Highway Department presented the request to award the contract for the purchase and delivery of Bulk Road Salt to the responsible, responsive bidder, Morton Salt, Inc. of Chicago, IL who submitted the price of \$79.41 per ton. Funding is available in the department's FY'24 operating budget account 586025-20-20030.

Commissioner discussion regarding purchase amounts and unused salt from prior year.

Commissioner Wagner, seconded by Commissioner Harvey moved to award the contract for the purchase and delivery of Bulk Road Salt to the responsible, responsive bidder, Morton Salt, Inc. as presented. The motion passed 4-0.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0132) – PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR DIVISION OF EMERGENCY SERVICES

Brandi Naugle, Buyer, Purchasing; Eric Jacobs, Operations Manager, Emergency Services presented the request to authorize by Resolution, for the approval of the purchase of (63) sixty-three sets of Personal Protective Equipment (PPE) (coats and pants) for the Division of Emergency Services from Municipal Emergency Services of Rockville, MD at the contracted unit prices based on the contract awarded by the Fairfax County, VA contract (Solicitation #4400010661); Honeywell Morning Pride Coats 49 @ \$2,368.06 = \$ 116,034.94, Honeywell Morning Pride Coats 14 @ \$ 2,397.90 = \$33,570.60 and Honeywell Morning Pride Pants 63 @ \$1,563.10 = \$ 98,475.30; for the total sum of \$ 248,080.84. Funding is available in the department's FY'24 operating budget 599999-10-11525.

Commissioner Wagner, seconded by Commissioner Keefer moved to authorize by Resolution, for the approval of the purchase of (63) sixty-three sets of Personal Protective Equipment (PPE) (coats and pants) for the Division of Emergency Services from Municipal Emergency Services as presented. The motion passed 4-0.

(Resolution No. RS-2023-30 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

MARYLAND CONNECTED DEVICES PROGRAM – APPROVAL TO SUBMIT GRANT APPLICATION, ACCEPT AWARD, AND ENTER INTO SUBRECIPIENT AGREEMENT UPON AWARD

Rachel Souders, Director, Grant Management; Jenny Backos, Washington County Free Library presented the recommendation to approve submission of a grant application to the Department of Housing and Community Development (DHCD) for the Maryland Connected Devices Program, accept award, and subsequently enter into a Subrecipient Agreement with the Washington County Free Library. If awarded, the County will enter into a Subrecipient Agreement with the Washington County Free Library (WCFL). The WCFL will be responsible for receiving, storing, and distributing the Chromebooks. No County funds are required. Part of the households are qualified based on children who receive free and reduced meals. Income factors, families receiving WIC and families receiving SNAP.

Commissioner discussion regarding accounting for the Chromebooks after distribution. Potential for fraud and abuse of taxpayer money. Grant funding uses and partnering with the schools or the Commission on Aging. Library distribution availability at all branches.

They are reported to the state with the serial number that are assigned to the qualifying households. There is no funding, the grant is for devices.

Commissioner Wagner, seconded by Commissioner Keefer moved to approve submission of a grant application to the Department of Housing and Community Development (DHCD) for the Maryland Connected Devices Program, accept award, and subsequently enter into a Subrecipient Agreement with the Washington County Free Library as presented. The motion passed 4-0.

AGRICULTURE - FACES OF FARMING PRESENTATION

Jonathan Horowitz, Director, Department of Business and Economic Development presented “Faces of Farming” an agricultural-focused video marketing campaign that will showcase two local Washington County farms every month, for one year. The “Faces of Farming” marketing videos will be showcased on the County’s website, as well as Facebook and other social media platforms, and will target a new industry and highlight a local farmer from that specific agricultural industry. Additionally, the Faces of Farming marketing campaign will be utilized in Washington County Public Schools as an agricultural education element focused on kindergarten to Fifth grade students to connect Washington County youth directly with local farms. Presentation of the Faces of Farming Videos: Houser’s Produce Farm of Sharpsburg and Windy Springs Farms, Smithsburg Maryland.

Commissioner comment regarding increasing the money that is put into farmland preservation.

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Harvey moved to convene in closed session at 10:38 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; To conduct collective bargaining negotiations or consider matters that related to the negotiations; and To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the development of fire and police services and staff; and (ii) the development and implementation of emergency plans.

In closed session, the Commissioners discussed Boards and Commissions appointments, staffing matters, litigation 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: Zachary Kieffer, Assistant County Attorney; Becky Gander, Chief of Permitting, Permits and Inspections; Robert McCoy, Director, 911 Emergency Communications; R. David Hays, Director, Emergency Services; David Chisolm, Deputy Director, Emergency Services; Tim Ammons, President, Williamsport Vol. Fire/EMS; Dale Fishack, President, WCVFRA; Donnie Bingaman, Chief, Williamsport Fire/EMS; Mark Bradshaw, Director, Environmental Management; Kevin Karpinski, Counsel; Danielle Weaver, Director, Public Relations and Marketing.

RECONVENE IN OPEN SESSION

Commissioner Harvey seconded by Commissioner Wagner moved to reconvene in open session at 1:23 p.m. The motion passed unanimously.

SECOND STAFF COMMENTS

Danielle Weaver, Director Public Relations and Marketing, presented the recommendation to promote Jonathan Byrd to the position of Public Relations Coordinator at a Grade 15, Step 1, salary \$67,954.00 annually with an effective date of October 2, 2023.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the promotion of Jonathan Byrd as presented. The motion passed unanimously.

Dawn Marcus, County Clerk presented on behalf of the Community Organization Funding Committee the request for a motion to approve Shannon McKinley as Commissioner Wayne Keefer's representative to serve a first full four-year term from October 1, 2023, through March 31, 2027.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the appointment of Shannon McKinley as presented. The Motion passed 4-0.

Dawn Marcus, County Clerk presented on behalf of the Electrical Board of Examiners and Supervisors, the request for a motion to approve Troy McIntire as a Licensed Master Electrician representative to serve a first, full two-year term from October 1, 2023, through September 30, 2025. This is a paid board.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the appointment of Troy McIntire as presented. The Motion passed 4-0.

Dawn Marcus, County Clerk presented on behalf of the Electrical Board of Examiners and Supervisors, the request for a motion to approve Mark Mummert as a Licensed Master Electrician representative to serve a first, full two-year term from November 1, 2023, through October 31, 2025. This is a paid board.

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve the appointment of Mark Mummert as presented. The Motion passed 4-0.

Dawn Marcus, County Clerk presented on behalf of the Electrical Board of Examiners and Supervisors, the request for a motion to approve Garry Hose as the Electric Public Utility member to serve a first, full two-year term from October 1, 2023, through September 30, 2025. This is a paid board.

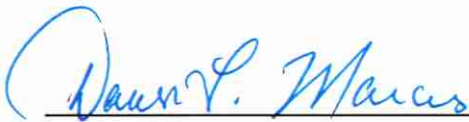
Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the appointment of Garry Hose as presented. The Motion passed 4-0.

Dawn Marcus, County Clerk presented on behalf of the Plumbing and Mechanical Board, the request for a motion to approve Ed Parker as a Licensed Master Plumber representative to serve a first, full three-year term from October 1, 2023, through September 30, 2026. This is a paid board.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the appointment of Ed Parker as presented. The Motion passed 4-0.

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Keefer moved to adjourn at 1:27 p.m. The motion passed unanimously.



Dawn L. Marcus, *County Clerk*

