

**BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY
Hagerstown, Maryland**

July 25, 2017

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Barr offered the Invocation followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President Terry L. Baker called the regular meeting of the Board of County Commissioners of Washington County, Maryland to order at 10:12 A.M. at 100 West Washington Street, Room 1113, with the following members present: Commissioner Wayne K. Keefer, LeRoy E. Myers, Jr., and Commissioner John F. Barr. Not present: Vice President Jeffrey A. Cline.

APPROVAL OF MINUTES – JULY 18, 2017

Commissioner Keefer, seconded by Commissioner Barr, moved to approve the minutes of July 18, 2017. The motion passed unanimously. (4-0, Vice President Cline was absent)

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Barr had the honor to meet with Governor Hogan last week on behalf of Maryland Association of Counties (MACo), and on Friday evening at the Orioles game at a MACo event. Commissioner Barr encouraged participation at the upcoming MACo Summer Conference.

President Baker inquired as to the opening of the new Walmart on Sharpsburg Pike. County Administrator Rob Slocum informed President Baker that the road network needs to be completed prior to opening; it is currently scheduled for a tentative fall opening.

REPORTS FROM COUNTY STAFF

County Administrator

Rob Slocum, County Administrator, shared the Commissioners' draft goals for review and consideration. These goals will be revisited at a later date. In addition, Mr. Slocum welcomed Secretary Schulz.

CITIZENS' PARTICIPATION

No citizens attending the meeting wished to participate.

YOUTH APPRENTICE PROGRAM

Secretary Schulz, Maryland Department of Labor, Licensing and Regulation discussed the development of the Youth Apprentice Program. Secretary explained that to be a candidate, the child must be 16, 17, or 18 years old. The Department of Labor, Licensing and Regulation has been working with the Department of Education's request for proposals for During closed session, the Commissioners provided specific direction to staff regarding an

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ongoing personnel matter; instructed staff to obtain additional information concerning the school districts which would like to participate; two responded: Frederick County and Washington County. Secretary Schulz requested assistance to recruit businesses to participate with the Apprenticeship program. In addition, she stated that Washington County currently has three (3) apprentices and seven (7) businesses participating.

WASHINGTON COUNTY YOUTH ACADEMY GRADUATION

James Jenkins, Public Relations Manager, briefed the County Commissioners on the recently completed Youth Academy, which was created and organized through the Public Relations Department. This Academy partnered with the Cultural Exchange Mentoring Program organized by Arthur Hicks. The youth traveled and toured several Washington County Divisions/Departments including the Hagerstown Regional Airport, Agricultural – Ag Expo and Fair, the Wastewater Treatment Plant and the Department of Emergency Services. Mr. Hicks thanked the Commissioners for the opportunity presented to the youth. He explained that the program strives to expose the youth to various cultures including speaking with inmates, visiting homeless camps, City of Hagerstown police ride-alongs and visiting the Courthouse to observe a sentencing. Each participant who completed the session was presented a certificate from the County Commissioners and a pool pass for Marty Snook Swimming Pool.

WASHINGTON COUNTY GAMING COMMISSION'S ANNUAL REPORT AND FISCAL YEAR 2017, GAMING FUND ALLOCATION ANNOUNCEMENT

James B. Hovis, Director, Office of Community Grant Management, and Jim Nipps, Chair, Washington County Gaming Commission, presented their annual report and also announced the Commission's Fiscal Year 2017 funding decisions. In Fiscal Year 2017, the Gaming Commission had available \$1,938,257.45 for distribution to local charitable organizations and the Volunteer Fire and Rescue Association. This figure reflects a decrease in revenues of \$46,660.67 or -2.4% when compared to Fiscal Year 2016. In 2017, the Gaming Commission received 99 funding applications from 86 charitable organizations. The total amount of funding requested within those 99 applications was \$1,842,895.35. The applications were reviewed and considered by the Commission. After review, group deliberations, and public hearings, the Gaming Commission determined appropriate funding allocations based on the published and approved "Guidelines for Distribution of Gaming Funds" and were consistent with the State statute governing the distribution of such funds. There is no fiscal impact to the Washington County general fund.

RECESS AT 11:16 a.m. until 11:25 a.m.

HOTEL RENTAL TAX FUNDING REQUEST, HAGERSTOWN-WASHINGTON COUNTY CONVENTION BUREAU

James B. Hovis and Ms. Audrey Vargason, Director of Sales, requested approval for Hotel Rental Tax funding from the Hagerstown-Washington County Convention Visitors Bureau in the amount of \$25,000.00 for direct expenses associated with the USA Cycling Amateur

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Road National Championships to be held in Washington County on July 26-29, 2018. The cycling event project budget includes \$3,250 for promotion and advertising, \$13,500 for law enforcement and EMS services, \$4,500 for waste management and \$3,750 for rental equipment (including set up and tear down).

Commissioner Myers, seconded by Commissioner Barr, moved to approve the specific request of \$25,000.00 from the Hotel Rental Tax Fund for the USA Cycling Amateur Road National Championships event. The motion passed unanimously. (4-0, Vice President Cline was absent)

**RENEWAL OF COUNTY'S COMMUNITY DEVELOPMENT BLOCK GRANT
CITIZEN PARTICIPATION AND RESIDENTIAL ANTI-DISPLACEMENT AND
RELOCATION ASSISTANCE PLANS**

Susan Buchanan, Office of Community Grant Management, requested approval to renew the County's Community Development Block Grant (CDBG) Citizen Participation and the Residential Anti-Displacement and Relocation Assistance Plans for a five (5) year period.

Mrs. Buchanan explained that the Citizen Participation Plan is a document which provides that the County will do the following: provide for and encourage citizen participation; ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the County's proposed and actual use of CDBG funds; furnish the citizens information about CDBG funds and activities; provide technical assistance; provide a minimum of two public hearings; provide citizens with notice of, and opportunity to comment on, proposed activities in an application to the State of Maryland; and provide citizens with the opportunity to submit complaints and grievances.

Mrs. Buchanan further explained that the Residential Anti-Displacement and Relocation Plan states the County, or its designee, will do the following when any tenant is to be displaced as a result of CDBG financed activities: the county, or its designee, will replace all occupied, and vacant occupiable, low/moderate income housing in connection with activities assisted with funds provided under the HCD Act of 1974, as amended.

Commissioner Barr, seconded by Commissioner Keefer, moved to approve the renewal of the County's Community Development Block Grant Citizen Participation and the Residential Anti-Displacement and Relocation Assistance Plans for a five (5) year period as recommended. The motion passed unanimously. (4-0, Vice President Cline was absent)

CONOCHEAGUE TREATMENT PLANT ENR UPGRADE

Mark Bradshaw, Deputy Director, Environment Management, requested approval of Change Order Number 2 for HRI Bridge Company in the total amount of \$83,685.50. The modifications in this change order are required to maintain the daily operations of the Wastewater Treatment Plan (WwTP); and to facilitate construction and ensure the proper operation of the new process in the future. The contractor, HRI Bridge Company, has

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provided the County with two proposed changes which will save the County money not only in the construction costs but also in future operations and maintenance expenses. Failure to proceed with the proposed changes would result in additional operations/maintenance costs of the upgrade WwTP and prevent construction from occurring as required to meet State regulations. There are adequate funds in Capital Improvement Project number TRP018 to cover the requested change order number 2.

Commissioner Barr asked if this was the result of a design issue. Mark Bradshaw stated that since it is an existing building, it is almost impossible to foresee everything that the project may uncover during construction.

Commissioner Barr, seconded by Commissioner Myers, moved to approve Change Order Number 2 to HRI Bridge Company in the total requested amount of \$83,685.50 as presented. The motion passed unanimously. (4-0, Vice President Cline was absent)

LOCATION OF THE WASHINGTON COUNTY BOARD OF ELECTIONS

Kaye Robucci, Election Director; Bruce Field, President, Board of Elections; and Roger Schlossberg, Board Legal Counsel, requested that the Washington County Board of Elections be permitted to continue to operate its office and warehouse from its current locations until such a time that a suitable location is agreed upon between the County Commissioners and the Board of Elections.

Bruce Field stated that all Board members are opposed to a move to the Tandy Drive location. Roger Schlossberg stated that statewide early voting percentage is 25%. Washington County remains last or next to last partially due to the location of the early voting center. Mr. Schlossberg stated that the Phoenix Color building is part of the Washington County Sheriff's Department twenty (20) year Capital Improvement Plan. He also stated that the Board of Elections felt the Macy's building at the Valley Mall was a good location for them.

Mr. Schlossberg stated that the current location at 35 West Washington Street would not be needed by the Court, per Eunice Plank, until 2019 at the earliest. The Board of Elections has already secured a venue for 2018 Early Voting.

Rob Slocum, County Administrator, explained that due diligence had been completed by County staff which includes meeting with the Election Board and having the plan ready in time to meet the Election Board deadlines which were provided to the County.

Commissioner Myers stated that he heard from many citizens who were opposed to the previously proposed Macy's location and stated that the County Commissioners recognize the need to work closely with the Elections Board to find an acceptable location.

Commissioner Myers and Commissioner Keefer stated that a work session with the Commissioners and the Elections Board may be helpful in moving this matter forward.

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PLEASANT VALLEY LIVESTOCK LLC, CREP EASEMENT

Chris Boggs, Land Preservation Planner, Department of Planning and Zoning, requested approval of the Pleasant Valley Livestock LLC, CREP Easement project, paid for 100% by the State, in the amount of \$633,637.86 for 194.39 easement acres and to adopt an ordinance approving the easement purchase and to authorize the execution of the necessary documentation to finalize the easement purchase.

CREP and Rural Legacy funds are 100% State dollars, mainly from Program Open Space funds. In addition to the easement funds, the County will receive up to 3% of the easement value for administrative costs, a mandatory 1.5% for compliance/monitoring costs and funds to cover all of the County's legal/settlement costs.

Commissioner Keefer, seconded by Commissioner Barr, moved to approve the Pleasant Valley Livestock LLC, CREP Easement project in the amount of \$633,637.86 for 194.39 easement acres and to approve the adoption of Ordinance approving the easement purchase and to authorize the execution of the necessary documentation required to finalize the easement purchase as presented. The motion passed unanimously. (4-0, Vice President Cline was absent)

WASHINGTON COUNTY AGRITOURISM APP

Leslie Hart, Business Development Specialist, Agriculture, Department of Business Development, and Lauren Pogue, Marketing Specialist, Department of Public Relations, briefed the Commissioners on an app which has been developed and is available on both iPhone and Android devices. The app increases citizens' access to local produce, ag-related events, farmers markets, what's in season, and more. This is a free app in which the consumer can stay up-to-date on agricultural related events, explore local farms, know what is in season, and where to buy.

AIRPORT CAPITAL IMPROVEMENTS BUDGET TRANSFER

Phil Ridenour, Airport Director, Hagerstown Regional Airport (Airport), requested approval of a budget amendment in the Airport Capital Improvement Program budget and to establish two new projects for the Grove Farm Demolition and the Airport Layout Plan update.

Mr. Ridenour stated that the Federal Aviation Administration is requiring that the Airport conduct a complete update of the existing Airport Layout Plan before any future development may occur; this update is estimated to cost \$400,000.00. He stated that, in 2016 the Airport received approval from the Commissioners to proceed with demolition of the Grove Farm located on Airport property. This demolition requires archeological and architectural recordation as well as witnessed demolition of the structures on the property; the estimated cost for this project is \$600,000.00. Funding for both projects will be moved from existing Fiscal Year 2018 projects that will not occur in the fiscal year.

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Federal Aviation Administration grants are anticipated for these projects with 90% reimbursement. State reimbursement will be 5% and County share will be 5%. There will be no impact to the current year Capital Improvement Plan, as no additional funding is being requested.

Commissioner Myers, seconded by Commissioner Barr, moved to approve the budget amendment for the Airport Capital Improvement Plan budget and to establish two new projects for the Grove Farm Demolition and the Airport Layout Plan update as recommended. The motion passed unanimously. (4-0, Vice President Cline was absent)

CONVENE IN CLOSED SESSION

Commissioner Keefer, seconded by Commissioner Myers, moved to convene in closed session at 12:25 P.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 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), (4) and (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously. (4-0, Vice President Cline was absent).

In closed session, the Commissioners discussed the potential appointment of a specific individual to a local commission over which the Commissioners have appointment authority; and considered specific issues relating to proposals by several business entities hoping to locate, expand or remain in the County/State.

During closed session, the Commissioners agreed to further discuss the individual being considered for appointment to a local commission at a future open session meeting; and provided specific direction to staff regarding various proposals by several business entities hoping to locate/expand in the County/State;

Present during closed session were Commissioners Terry L. Baker, John F. Barr, LeRoy E. Myers and Wayne K. Keefer. Also present were Robert J. Slocum, County Administrator; Sarah Sprecher, Assistant County Administrator; Krista L. Hart, Executive Assistant; John M. Martirano, County Attorney; and at various times Robert Mandley, Business Development Specialist, Department of Business Development; and representatives of JG Business Link International (JGBLI).

Commissioner Myers left the meeting at 1:32 P.M.

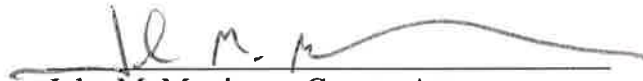
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ADJOURNMENT

Commissioner Keefer, seconded by Commissioner Barr, moved to adjourn at 1:36 P.M. The motion passed unanimously. (3-0, Vice President Cline and Commissioner Myers were absent)



Robert J. Slocum, County Administrator



John M. Martirano, County Attorney



Krista L. Hart, Executive Assistant