

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

June 19, 2018

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner John F. 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 10:38 a.m. at 100 West Washington Street, Room 1113, with the following members present: Vice President Jeffrey A. Cline and Commissioners John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr.

APPROVAL OF MINUTES – JUNE 12, 2018

Commissioner Myers, seconded by Keefer, moved to approve the minutes of June 12, 2018. The motion passed unanimously.

**PUBLIC HEARING – AGRICULTURAL PRESERVATION EASEMENT
RANKINGS FOR FISCAL YEAR 2019**

President Baker convened a Public Hearing at 10:39 a.m. to obtain public comment on the proposed Agricultural Preservation Easement Rankings for Fiscal Year 2019. Eric Seifarth, Rural Preservation Administrator, and Chris Boggs, Land Preservation Planner, Planning and Zoning, provided information on the Maryland Agricultural Land Preservation Program through the Maryland Agricultural Land Preservation Foundation purchased easement program. The Board of County Commissioners approves the priority ranking order from a list recommended by the County's Agricultural Land Preservation Advisory Board and the top twelve applications on the ranking list are forwarded to the Maryland Agricultural Land Preservation Foundation Board. Mr. Seifarth advised that nineteen signed applications were received. Easements are purchased in order from the priority list until funds are exhausted. Washington County will have the opportunity to contribute funds in the fall of 2018 on a 60% State, 40% County sharing basis using monies derived from local agriculture transfer taxes. Mr. Boggs described the ranking criteria used when considering the applications. The Commissioners discussed the easement process and criteria used for the rankings.

The hearing was opened for public comment. No one present wished to offer comments. Commissioner Barr questioned whether the funds received by the applicants are taxable and Mr. Seifarth confirmed that they are taxable.

The Public Hearing was closed at 10:48 a.m.

June 19, 2018

Page 2

Commissioner Cline, seconded by Myers, moved to approve the priority rankings for Fiscal Year 2019 as recommended by the Agricultural Land Preservation Advisory Board and to forward the top twelve applications to the Maryland Agricultural Land Preservation Foundation. The motion passed unanimously.

PROCLAMATION TO COUNTY CLERK

The County Commissioners presented County Clerk Vicki C. Lumm a gift and proclamation to recognize her nine years of service as County Clerk. She will be retiring as of July 1, 2018. The Commissioners and staff expressed their appreciation to Ms. Lumm and she thanked them for their confidence in her and friendship during her tenure.

RECESS

The Commissioners recessed at 11:07 a.m. to attend a luncheon sponsored by the University of Maryland Extension Office.

AFTERNOON SESSION

The Commissioners reconvened at 1:28 p.m. with the following members present: Commissioners Terry L. Baker, Jeffrey A. Cline, John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Keefer reported delivering a card and balloon to Ruby Staley on behalf of the Commissioners in honor of her 110th birthday. He also rode along with Meals on Wheels deliveries and thanked the Commission on Aging for making the arrangements.

Commissioner Baker commented on the funds used thus far from the PenMar Fund toward development of the Cascade Town Centre and he requested a breakdown of costs. He commented that there has been no resolution regarding the request from developer JGBLI to sign a lease regarding the former commissary building and property at the Hagerstown Regional Airport.

REPORTS FROM COUNTY STAFF

Engineering – South County Flood Recovery

Scott Hobbs, Director, and Andrew Eshleman, Structural Engineer, Engineering, Rich Eichelberger, Director of Construction, and Tim Lung, Director, Plan Review and Permitting, updated the Commissioners on the conditions in south County since last month's severe flooding.

Mr. Hobbs recommended the award of a contract to Poole and Sons Excavating, Inc. of Middletown, Maryland for \$502,768.90 to replace a damaged pipe with larger pipes to better handle future flow on Chestnut Grove Road. The project will begin within seven days.

June 19, 2018

Page 3

Commissioner Myers, seconded by Barr, moved to award a contract to Poole and Sons Excavating, Inc. of Middletown, Maryland for \$502,768.90 as presented. The motion passed unanimously.

Mr. Hobbs advised that a pre-cast concrete wall would be used by a contractor to stabilize Harpers Ferry Road. Mr. Eshleman described a gabion retaining wall that is being installed at Sandy Hook Road that will allow its re-opening as a temporary one-lane road by Wednesday.

County Administrator Rob Slocum indicated that a letter was sent to the Maryland Emergency Management Agency that will be forwarded to Governor Hogan and the Federal Emergency Management Agency requesting the reduction of the 75% Federal/25% County reimbursement split to a 90/10 percentage reimbursement split for damages sustained by the flooding. He stated that 45 tons of debris was received by the Solid Waste Department at no cost to south County residents.

Tim Lung reported that one permit was processed for an affected resident and no permit fee was charged. The low amount of applications received was probably due to work performed such as the removal or debris or driveway repairs which does not involve permits. Rich Eichelberger commented that the Division of Construction's role in the recovery is now diminished in that debris was removed first. The department received only eight service requests for building-related damage.

Charles Summers, Assistant Director, Emergency Services, informed the Commissioners that the Small Business Administration would be opening a temporary location at the Sharpsburg Volunteer Fire Department to offer low interest loans to affected residents. Jim Sterling, Public Works Director, advised that operations have been scaled back in that the major work such as road patching has been completed. The remainder of the work needed to be performed will take longer to accomplish.

County Attorney - Zoning Map Amendment RZ-18-001

Deputy County Attorney Kirk C. Downey brought forth the Decision and Findings of Fact for RZ-18-001 from applicant Thomas Bennett & Hunter, Inc. for a zoning change from Highway Interchange (HI) to Industrial General (IG) for a 19.37 acre parcel located on the east side of Hopewell Road, north of Halfway Boulevard. The property is owned by the Hagerstown-Washington County Industrial Foundation, Inc. and Thomas Bennett & Hunter, Inc. is the contract purchaser. The County Commissioners held a public hearing on May 22, 2018 regarding the application and reached a consensus to approve the request. The Decision and Findings of Fact have been prepared and are ready for adoption.

Commissioner Myers, seconded by Keefer, moved to approve the requested reclassification of the property that is the subject of RZ-18-001 and to adopt the Ordinance and Decision with Findings of Fact in support of the approval. The motion passed unanimously. (Ordinance No. ORD-2018-17 is recorded among the Acts, Ordinances and Resolutions of Washington and the original is in the County Commissioners' Office.)

June 19, 2018

Page 4

County Administrator

County Administrator Rob Slocum thanked the University of Maryland Extension Office for hosting today's luncheon with the Commissioners.

CITIZENS' PARTICIPATION

County Commissioner candidate Donny Ravas commented on the early voting now going on and commended the Board of Elections for the setup this year at Hager Hall. He commented that the Board of Elections has told him they would like one location for its operations and headquarters.

Daniel Cross of Cross and Company, Frederick, Maryland, developer of Cloverly Hill in the Town of Smithsburg, commented on his email sent to the Commissioners regarding a potential change in the County's plans to upgrade and expand the Smithsburg Wastewater Treatment Plant. Mr. Cross discussed the positive things planned for his development in the town that may not reach fruition without the upgrade. Rob Slocum commented that the County is evaluating numbers for a most cost effective plan and has not changed any plans at this time. The Commissioners and staff will respond to the concerns made in Mr. Cross's email.

Clarence Horst, Hagerstown Builders, 1850 Dual Highway, Hagerstown, and Pastor Shane Wilt, West End Baptist Chapel, discussed plans for the former Winter Street Elementary School that is being purchased by the church. Mr. Horst stated that, contrary to rumors, the property is going to be converted into a church and the former church property has been sold.

CONVENE IN CLOSED SESSION

Commissioner Barr, seconded by Keefer, moved to convene in closed session at 2:03 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 the acquisition of real property for a public purpose and matters directly related thereto; to consult with staff, consultants, or other individuals about pending or potential litigation; and to consult with counsel to obtain legal advice on a legal matter, in accordance with Section 3-305(b) (1), (3), (7) and (8) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the potential appointment/reappointment of specific individuals to a local management board over which the Commissioners have appointing authority; considered a number of personnel requests/recommendations and related staffing issues; discussed a specific employment recommendation with staff; discussed issues relating to the potential acquisition of real property for a public purpose; discussed legal issues relating to an ongoing contractual matter with staff and counsel; discussed a matter which may involve legal issues as well as potential litigation; received

June 19, 2018

Page 5

an update from staff regrading a personnel matter; and discussed the potential appointment of a specific individual to a local board member position over which the Commissioners have appointing authority.

During closed session, the Commissioners provided direction regarding the filling of a several vacancies on a local management board including the further discussion and presentation for approval of those individuals during today's open session meeting; provided guidance to staff relating to several employment recommendations/appointments; instructed staff to move forward with the potential acquisition of real property; provided guidance to staff relating to several contractual/legal matters and requested that staff provide updates as the matters are reviewed further; provided additional instruction to staff on a specific personnel matter; and requested that staff obtain additional information regarding a potential appointment to a local board member position over which the Commissioners have appointing authority and present it at a future meeting.

Present during closed session were Commissioners Terry L. Baker, Jeffrey A. Cline, John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr. Also present were Robert J. Slocum, County Administrator; Vicki C. Lumm, County Clerk; John M. Martirano, County Attorney, and at various times Jim Hovis, Chief Operations Officer; Kendall McPeak, Assistant County Attorney; Sara Greaves, Chief Financial Officer; Tina Wilson, Senior Grant Manager, Grant Management; Stephanie Stone, Director, and Debra Peyton, Deputy Director, Health and Human Services; Susan Small, Business Leader, Business Development; Mark Bradshaw, Deputy Director, Environmental Management; Dan DiVito, Deputy Director, Water Quality; Scott Hobbs, Director of Engineering; Tim Lung, Director of Plan Review and Permitting, and Todd Moser, Real Property Administrator.

RECONVENE IN OPEN SESSION

Commissioner Barr, seconded by Myers, moved to reconvene in open session at 3:27 p.m. The motion passed unanimously.

THIRD QUARTER ADJUSTMENTS TO THE WASHINGTON COUNTY BOARD OF EDUCATION'S FISCAL YEAR 2018 GENERAL FUND BUDGET

David Brandenburg, Executive Director of Finance, Washington County Public Schools, requested adjustments to the Third Quarter Fiscal Year 2018 General Fund Budget by increasing the following categories: Revenue - \$50,490, Instructional Textbooks and Supplies - \$1,192,907, Other Instructional Costs - \$308,420; and by decreasing the following categories: Administration - \$202,100, Mid-Level Administration - \$98,550, Instructional Salaries - \$205,641, Student Personnel Services - \$19,500, Student Health Services - \$39,825, Operation of Plant - \$666,409, and Fixed Charges - \$218,812, for a net change in the undesignated fund balance of \$0.

Commissioner Barr, seconded by Myers, moved to approve the requested adjustments to the Washington County Board of Education's Third Quarter Fiscal Year 2018 General Fund Budget as presented. The motion passed unanimously.

June 19, 2018

Page 6

**APPROVAL OF BYLAWS OF THE ENVIRONMENTAL MANAGEMENT
ADVISORY COMMITTEE**

Dan DiVito, Deputy Director, Water Quality, presented the proposed bylaws for the new Environmental Management Advisory Committee (Committee) sponsored by the Board of County Commissioners. The Solid Waste Advisory Committee and Water and Sewer Advisory Commission were abolished in 2012 due to not having any substantial issues to address; at that time, an environmental-type committee was proposed for the future.

The purpose of the Committee is to advise the Board of County Commissioners and County staff on policies and procedures of the Division of Environmental Management; review information concerning new regulatory proposals and current County water and sewer service policies, the County's Resource Element of the Comprehensive Plan and all local solid waste issues; evaluate the Solid Waste Plan and its effectiveness, and recommend modifications and review information concerning the biennial update of the Solid Waste Management and Recycling Plan. The Committee is to be comprised of no less than seven and no more than nine individual voting members. The Commissioners may appoint others to serve as non-voting, ex-officio members of the Committee for various terms of office and for varying purposes. The Commissioners briefly discussed the goals of the Committee.

Commissioner Barr, seconded by Myers, moved to approve the bylaws of the Environmental Management Advisory Committee as presented. The motion passed unanimously.

REPORTS FROM COUNTY STAFF (continued)
County Clerk – Appointments to Boards/Commissions

Local Management Board

Commissioner Barr, seconded by Keefer, moved to appoint Brooke Grossman to serve an unfulfilled term as a community representative through June 30, 2020; appoint Ladetra Robinson to serve a first, three-year term as a community representative through July 31, 2021; reappoint Luis Flores to serve a second three-year term through June 30, 2021 and reappoint Patricia Leonard to serve a second three-year term as a community representative through July 31, 2021. The motion passed unanimously.

County Administrator

Permission to Advertise for Director of Health and Human Services

County Administrator Rob Slocum requested permission to advertise to fill the Director of Health and Human Services position due to the planned retirement of Stephanie Stone on August 1, 2018.

Commissioner Myers, seconded by Barr, moved to approve advertising to hire for the Director of Health and Human Services as requested. The motion passed unanimously.

June 19, 2018

Page 7

Appointment of County Clerk

County Administrator Rob Slocum announced that the Commissioners had reached a decision regarding the appointment of a new County Clerk due to the retirement of Vicki Lumm. Executive Assistant Krista L. Hart is proposed to serve as the next County Clerk as of July 1, 2018.

Commissioner Barr, seconded by Myers, moved to appoint Krista L. Hart the County Clerk for Washington County effective July 1, 2018. The motion passed unanimously.

MARYLAND STATE DEPARTMENT OF EDUCATION SCHOOL BASED HEALTH CENTERS GRANT AWARD

Tina Wilson, Senior Grant Manager, Office of Grant Management, presented a request to submit a grant application for the provision of School Based Health Centers in Washington County to the Maryland State Department of Education of \$200,384. Ms. Wilson stated that there are currently two centers in the County; one located at South Hagerstown High School and one at Western Heights Middle School. The centers provide exams, prescriptions, immunizations, nutritional assessments, order lab work and assist in the management of chronic conditions. Funding of \$10,019 is included in the award for County administrative support.

Commissioner Myers, seconded by Barr, moved to approve the submission of the grant application of \$200,384 for the provision of School Based Health Centers in Washington County as presented and to accept all awarded funding. The motion passed unanimously.

EMERGENCY NUMBER SYSTEMS BOARD – APPROVAL TO SUBMIT FUNDING REQUEST

Tina Wilson and Bardona Woods, Assistant Director, Emergency Communications, requested approval to submit a funding request of \$264,113.54 to the Emergency Number Systems Board to fund a one-year extension for support and maintenance of the contract with Verizon. Ms. Wilson indicated that the current contract expires September 1, 2018. The requested extension will include vendor support on all VESTA (9-1-1 telephone equipment) associated hardware/software, monitoring and response as well as the continued support by Verizon Field Operations and Service Management for the 9-1-1 customer premise equipment. There is no matching fund requirement associated with the request. Washington County currently pays \$3,100 monthly for recurring telephone charges. This amount will remain in effect throughout the agreement period.

Commissioner Barr, seconded by Keefer, moved to approve the submission of a funding request of \$264,113.54 to the Emergency Numbers Systems Board to fund a one-year extension for support and maintenance of the contract with Verizon as presented, and to accept all the awarded funding. The motion passed unanimously.

FISCAL YEAR 2020 FAMILY LAW FUND – APPROVAL TO SUBMIT APPLICATION

Tina Wilson and Eunice Plank, Circuit Court Administrator, requested approval of the submission of the FY 2020 Family Law Fund application of \$292,118. The program provides funds from the Department of Family Administration's Family Division of the Maryland Judiciary each year to the Washington County Court to deliver appropriate services available for low income families who appear before the court to resolve family legal matters. Services provided include parent education classes, custody evaluations, children's attorney, mental health/substance abuse evaluations, parenting coordinators, Alternative Dispute Resolution/Mediation and supervised visitation.

Commissioner Barr, seconded by Keefer, moved to approve the submission of the FY 2020 Family Law Fund application of \$292,118 and to accept the awarded funding. The motion passed unanimously.

FISCAL YEAR 2019 ANNUAL PROGRAM OPEN SPACE PROJECT FUNDING

Jim Sterling, Director, Public Works, presented the FY 2019 Program Open Space (POS) projects funding as recommended by the Washington County Recreation and Parks Advisory Board. The anticipated POS allocation for FY 2019 is \$1,128,857. Requests for consideration of POS funds were submitted from various municipalities, the Board of Education, Hagerstown Community College, City of Hagerstown, and Washington County. After adoption by the County Commissioners, program sponsors may apply for funding after July 1, 2018. The recommendations are as follows: Boonsboro: Shafer Park Pavilion Roof and Path Overlay - \$54,000; Hagerstown: Urban Park Plaza and Trail - \$300,000; Hancock: Kirkwood-Widmeyer Connector - \$33,600; Funkstown: Funkstown Acquisition Project - \$212,214; Smithsburg: Veterans Park Gazebo - \$54,623; Williamsport: Conococheague Little League ADA; \$37,500; Hagerstown Community College: Baseball and Softball Field Irrigation - \$25,911; Washington County Board of Education: Salem Avenue Elementary School Playground Improvements - \$29,000, and Washington County: Garis Shop Boat Access - \$45,000, Doubs Woods Bathrooms - \$23,000, Ag Center Drainage and Asphalt - \$23,000, Ag Center Land Development - \$48,000, Repair Overlay Parking Lots (Various Parks).

The Commissioners discussed several proposed projects. Commissioner Cline questioned why Clear Spring, Sharpsburg and Keedysville did not submit requests. Mr. Sterling confirmed that all municipalities are contacted in early spring regarding POS funding requests.

Commissioner Myers, seconded by Barr, moved to approve the annual FY 2019 Program Open Space Program as presented and recommended by the Washington County Recreation and Parks Advisory Board. The motion passed unanimously.

BID AWARD – ONE HAZMAT UNIT FOR THE DIVISION OF EMERGENCY SERVICES

Rick Curry, Purchasing Director, and Sam Anderson, Fire Operations Manager, Emergency Services, presented the recommendation to award the bid for the purchase of one Hazmat Unit to the responsible, responsive bidder, Atlantic Emergency Solutions of Williamsport, Maryland that submitted the total sum bid of \$632,268 and to approve a budget transfer request of \$150,000 from associated accounts. Mr. Curry indicated that three bids were received and one was deemed non-responsive due to being received after the deadline. Mr. Anderson described the Hazmat Unit that will be used by responders to calls involving potentially hazardous materials incidents. It will be equipped with storage space to house protective suits, breathing apparatus, essential tools and equipment.

Commissioner Barr, seconded by Keefer, moved to award the bid for the purchase of one Hazmat Unit to the responsible, responsive bidder, Atlantic Emergency Solutions of Williamsport, Maryland that submitted the total sum bid of \$632,268 and to approve a budget transfer request of \$150,000 from associated accounts. The motion passed unanimously.

KNOX BOX KEY ACCESS SYSTEM FOR FIRE AND EMERGENCY MEDICAL SERVICE COMPANIES

Rick Curry and Sam Anderson recommended authorization of a Sole Source procurement of the Fire Department Knox Box Key Access System for use by the Department of Emergency Services for \$42,564 from Knox Box of Phoenix, Arizona. The standardization of keys (with associated key security) will occur by establishing a universal County Knox Box Key Access Program. This will use the existing Knox Boxes already in place (approximately 700) and replace the key core. The program will also install access key security hardware in Fire and Emergency Medical Services apparatus to ensure the integrity of the key access program and its issued access keys. The Hagerstown Fire Department has declined to be included in the program. Mr. Anderson noted that the proposal is supported by the Washington County Volunteer Fire and Rescue Association and Maryland Fire Chiefs Association. He added that businesses pay a fee for the service when they obtain a Knox Box.

Commissioner Keefer, seconded by Myers, moved to authorize a Sole Source procurement of the Fire Department Knox Box Key Access System for use by the Department of Emergency Services for \$42,564 from Knox Box of Phoenix, Arizona. The motion passed unanimously.

CONTRACT AWARD – PHYSICAL EXAMINATION SERVICES

Rick Curry and Tracy McCammon, Risk Management Administrator, recommended award of the contract for physical examination and various services to be performed on employees and candidates for County employment vacancies and for Washington County Volunteer Fire and Rescue Association of Maryland, Inc. (WCVFRA) personnel, to the responsive, responsible sole proposer, Health@Work of Hagerstown, Maryland, for its

June 19, 2018

Page 10

total sum proposal dated May 9, 2018 of \$385,435.50-388,210.50 per year based upon estimated quantities (no guaranteed minimum/maximum) at per its unit prices for the indicated services. The contract is for a one year period tentative beginning July 1, 2018 with an option to renew for up to four additional one-year periods.

Commissioner Barr, seconded by Keefer, moved to award the contract for physical examination and various services to be performed on employees and candidates for County employment vacancies and for Washington County Volunteer Fire and Rescue Association of Maryland, Inc. (WCVFRA) personnel, to the responsive, responsible sole proposer, Health@Work of Hagerstown, Maryland, for its total sum proposal dated May 9, 2018 of \$385,435.50-388,210.50 per year based upon estimated quantities (no guaranteed minimum/maximum) at per its unit prices for the indicated services. The motion passed unanimously.

CONSTRUCTION BID AWARD – CRAYTON BOULEVARD EXTENDED

Scott Hobbs, Director of Engineering, recommended award of the contract for Crayton Boulevard Extended to the lowest responsive, responsible bidder, Fayetteville Contractors, Inc. of Fayetteville, Pennsylvania for \$1,892,195.77. The conditional award is based on receiving concurrence from the State Highway Administration and the Federal Highway Administration. The project will extend Crayton Boulevard north toward Showalter Road approximately 2,000 linear feet from its existing terminus. The work will include construction of a closed section three-lane roadway (one lane in each direction with a continuous center left turn lane). An ADA-accessible sidewalk will be constructed on the east side of the roadway. The project is a much needed connection between Maugans Avenue and Showalter Road and has been identified as an essential link for economic development. Mr. Hobbs noted that the County is receiving a \$1 million Appalachian Regional Commission grant toward the project.

Commissioner Myers, seconded by Barr, moved to award the contract for the Crayton Boulevard Extended to the lowest responsive, responsible bidder, Fayetteville Contractors, Inc. of Fayetteville, Pennsylvania for \$1,892,195.77. The conditional award is based on receiving concurrence from the State Highway Administration and Federal Highway Administration. The motion passed unanimously.

Commissioner Myers commented that the award was made to an out-of-state contractor and that only one of the contractors submitting a bid is based in Washington County. He proposed the consideration of local preference in the future.

WASHINGTON COUNTY RADIO COMMUNICATIONS MANAGEMENT COMMITTEE OVERVIEW

Ron Whitt, Director, Information Systems, and Mark Mades, Deputy Director, Wireless Communications, provided information on the Radio Communications Management Committee (Committee) that is responsible for the overall management and direction of the County's Motorola Astro 25 UHF communications network, system infrastructure and

June 19, 2018

Page 11

technology and has been in existence for over ten years and performs various critical duties. The Committee consists of at least five voting members with the chair's role rotating every two years. Current membership may be reviewed and adjusted by the Committee or by the County Commissioners as deemed appropriate. The current voting members are: 1) Washington County Sheriff, 2) County Administrator, 3) Director of Emergency Services, 4) Deputy Director of Wireless Communications, and 5) Deputy Director of Information Systems.

Commissioner Keefer noted that he suggested during a previous meeting that a member of the Washington County Volunteer Fire and Rescue Association (WCVFRA) serve as a member of the Committee. Commissioner Myers suggested that a WCVFRA member be appointed to this Committee as a non-voting ex-officio member. It was noted, however, that a sixth member would create the possibility of a tie vote. Commissioner Cline preferred to further discuss the subject when Dave Hays, Director of Emergency Services, is available.

WASHINGTON COUNTY COMMISSION ON AGING – REQUEST FOR MATCHING FUNDS

Susan Buchanan, Director, Grant Management, and Amy Olack, Executive Director, Commission on Aging (COA), presented a request for funds to provide the required match for the Fiscal Year 2020 Senior Center Activities Center (Senior Center) Capital Improvement Grant application submittal for renovations to the Senior Center. Ms. Buchanan stated that the Commission on Aging submitted a request to the County Commissioners for \$90,000 to be combined with \$10,000 of funds secured by the Commission on Aging through fundraising efforts, to provide sufficient matching funds for the pending Senior Center Grant application. The COA is seeking a matching \$90,000 contribution with funds secured through the agency's fundraising efforts to provide matching funds of \$100,000 for a grant application submission totaling \$200,000 to renovate the small outbuilding located on the campus for an additional fitness room. The Senior Center's Capital Improvement Grant requires at least a 50% local match for any projects submitted.

The Commissioners discussed the request. Commissioner Cline asked about the Fiscal Year 2020 funding and Mr. Slocum explained that the request being made is an allocation for that budget year. Today's commitment will allow the opportunity of a one-for-one match.

Commissioner Cline, seconded by Barr, moved to approve the request for funds of \$90,000 to provide the required match for the Fiscal Year 2020 Senior Center Activities Center (Senior Center) Capital Improvement Grant application submittal for renovations to the Senior Center. The motion passed unanimously.

JGBLI LEASE DISCUSSION

Commissioner Keefer initiated a discussion relating to the request last week from JG Business Link International (JGBLI) for a lease from the County for the Cascade Town

June 19, 2018

Page 12

Centre's (CTC) commissary building. Rob Slocum presented several options for consideration in lieu of signing the lease as proposed, which are: 1) an outright purchase of the commissary (an appraisal would take thirty days), 2) create a Request for Proposal (RFP) to solicit bids from any interested parties, and 3) exchange the commissary building for the return of 63 acres previously deeded to JGBLI. The Commissioners discussed those options and also the possibility of opening up additional parcels at the CTC for any party to bid on. They expressed their desire to keep development moving at the CTC. Mr. Slocum suggested having staff prepare an RFP for further discussion during a July Commissioners' meeting and the Commissioners agreed.

ADJOURNMENT

Commissioner Myers, seconded by Barr, moved to adjourn the meeting at 4:27 p.m. The motion passed unanimously.



Robert J. Slocum, County Administrator



John M. Martirano, County Attorney



Vicki C. Lumm, County Clerk