



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

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

May 5, 2020

#### **CALL TO ORDER**

President Jeffrey A. Cline called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:06 a.m. via ZOOM Meeting due to Governor Hogan's Executive "Stay at Home" Order as a result of the COVID-19 Pandemic, with the following members present: Vice President Terry L. Baker and Commissioners Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner.

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

Vice-President Baker thanked staff for continuing the order of business during this pandemic.

Commissioner Keefer discussed an email received from Melissa Williams, President, Board of Education, requesting a joint meeting to discuss budget details; he would like to accommodate that request if at all possible. Additionally, he requested consensus to hold further discussion regarding the matter of honoring the 100<sup>th</sup> Anniversary Celebration of when Industry and Innovation Businessmen Thomas Edison, Henry Ford, and Harvey Firestone met at Camp Harding. Commissioner Keefer added that he would like to invite local businesses to speak on innovation with the event held in July 2021.

The Commissioners reached a consensus to proceed with discussions on such event, working with the various County departments and to submit an agenda request form outlining the event once the date grows near. Commissioner Keefer volunteered to be a part of the creation of this event.

Commissioner Meinelschmidt thanked Delegate Wivell for his discussions with Governor Hogan on how Washington County can begin opening the economy slowly and safely. Commissioner Meinelschmidt shared that attention needs to be provided to the local camps in the area for summer registration. Additionally, he would like in person Commissioner meetings to begin again.

Commissioner Wagner echoed Commissioner Meinelschmidt's comments. Additionally, he recommended the suspension of the County Administrator position fulfillment search due to the COVID-19 pandemic; he recommends beginning the process anew due to previous delays. He congratulated Christine Hurley, Teacher of the Year.

President Cline shared that there should be a review of a regional opening of businesses in Washington County with all necessary safety precautions in place. Commissioner Cline stated that he would strongly recommend approval of the upcoming agenda item regarding the Fire and Rescue LOSAP item. Additionally, he participated in a conference call with the Chamber held with Secretary Shultz and the local delegation; he thanked all for their efforts throughout the year.

#### **REPORTS FROM COUNTY STAFF**

##### **County Attorney / Interim County Administrator**

Kirk Downey thanked the Commissioners for their support and recognition of staff during this pandemic.

#### **PRESENTATION OF PROCLAMATION RECOGNIZING MAY 3 THROUGH MAY 9 AS COVID-19 PUBLIC HEALTH AND SAFETY HEROES WEEK**

Commissioner Cline read a proclamation recognizing May 3, 2020 through May 9, 2020 as COVID-19 Public Health and Safety Heroes Week.

**FISCAL YEAR 2021 APPALACHIAN REGIONAL COMMISSION (ARC)**  
**PRELIMINARY PROJECT DESCRIPTION REVIEW AND RANKING**

Susan Buchanan, Director, Office of Grant Management, recommended approval of the Preliminary Project Descriptions as prioritized by the Board of County Commissions and to forward the ranking to the Tri-County Council of Western Maryland for funding consideration. Further, Ms. Buchanan requested approval to allow applicants to proceed with application submission to the ARC for those projects that receive funding recommendation from Tri-County Council and accept grant funding for County projects approved and provided by the ARC. Ms. Buchanan stated that funding requests for Washington County's Area Development Projects include seven (7) proposed projects requesting \$948,000 in ARC funding, and four (4) projects requesting \$2,610,000 in funding from the Transportation Equity Act for the 21<sup>st</sup> Century Access Road category; total requested ARC funding for the eleven (11) projects is \$3,558,000.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the project description review and ranking, to allow applicants to begin the application process, and to accept grant funding for County projects, as requested. The motion passed unanimously (4-0, Commissioner Baker was absent).

**REALLOCATION OF 2016 BONDS**

Sara Greaves, CFO, recommended approval of a budget adjustment to transfer unspent bonds in the amount of \$316,618 to the Capacity Management Project. Ms. Greaves added that due to receiving an additional amount of grant funding, the bonds mentioned herein were not used.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the budget adjustment in the amount of \$316,618 as presented. The motion passed unanimously (4-0, Commissioner Baker was absent).

**CAPITAL BUDGET ADJUSTMENT**

Ms. Greaves recommended approval of a budget adjustment in the amount of \$2,537,000 to transfer savings or to reallocate funding to reserves for use in the FY21 capital plan.

Commissioner Keefer, seconded by Commissioner Meinelschmidt, moved to approve the budget adjustment in the amount of \$2,537,000 as presented. The motion passed unanimously (4-0, Commissioner Baker was absent).

**LOSAP UPDATE/REQUEST FOR POINTS MODIFICATION FOR 2020 SERVICE YEAR**

Dale Fishack, President, Washington County Volunteer Fire and Rescue Association, and Dave Hays, Director, Emergency Services, recommended approval of a point modification, which has been deemed necessary due to the COVID-19 Pandemic and Governor Hogan's "stay at home" order. Mr. Fishack explained that due to this order, annual fund-raising efforts of the Volunteer Fire and EMS departments have been canceled or suspended since early March. He added that this modification request would add great value in recognizing and assisting the group in meeting its LOSAP point obligations for 2020.

Ms. Greaves shared that the financial impact of providing the same points of FY20 to those who received the points in FY19 would be difficult to quantify.

The Commissioners discussed the LOSAP points from 2019 and 2020, adding that all departments need to be considered fairly in this matter.

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to approve the point modification for 2020 Service Year as presented, with future review by the LOSAP Plan Committee for options and review of plan documents. The motion passed unanimously.

**CONVENE IN CLOSED SESSION**

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to convene in closed session at 10:58 a.m. via GoToMeeting 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 in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed a specific employment recommendation with staff.

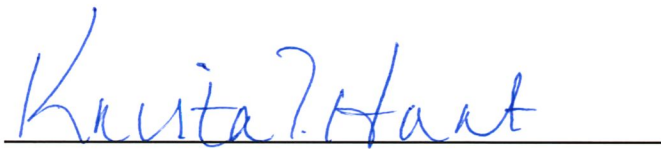
Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner. Also present were Kirk C. Downey, County Attorney/Interim County Administrator; Krista L. Hart, County Clerk; and at various times Kendall Desaulniers, Deputy County Attorney; and Rachel Brown, Director, Human Resources.

**RECONVENE IN OPEN SESSION**

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to reconvene in open session at 11:29 a.m. The motion passed unanimously.

**ADJOURNMENT**

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to adjourn at 11:30 a.m. The motion passed unanimously.



Krista L. Hart, *County Clerk*