



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

May 26, 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 10:05 a.m. at 100 West Washington Street, Suite 1113, Hagerstown, Maryland, with the following members present: Vice President Terry L. Baker and Commissioners Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner.

Commissioner Baker, seconded by Commissioner Wagner, moved to approve the minutes of April 4, 2020. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Vice-President Baker thanked the staff and public working through the COVID-19 Pandemic. Commissioner Baker offered condolences to county employee Jimmy Hasting's in the passing of his mother.

Commissioner Keefer recognized Veterans for their service on this Memorial Day holiday. Additionally, Commissioner Keefer thanked those employees who worked during Memorial Day, to include Krista Hart, County Clerk who responded quickly to his requests.

Commissioner Meinelschmidt echoed Commissioner Keefer's sentiment regarding Memorial Day.

Commissioner Wagner discussed upcoming discussion to be held regarding the proposed budget. He also discussed the preparation of a draft letter to the Governor regarding opening Washington County.

President Cline shared that his nephew, Ritchie Cole lost his life as a Veteran, he thanks all for their service.

FUNKSTOWN PARK ACQUISITION FORWARD FUNDING AGREEMENT

Andrew Eshleman, Director, Public Works, and Paul Crampton, Jr., Mayor of Funkstown, recommended approval of a Forward Funding Agreement for the County to provide up to \$315,000 for the Town of Funkstown to purchase the property known as the Antietam Village Mobile Home Park located at 20 West Poplar Street, Funkstown. Mr. Eshleman shared that the Town of Funkstown is currently under contract to purchase the property for \$295,000 on or before May 30, 2020. The Forward Funding Agreement identifies the intent of the property to purchase to be used for future recreational purposes, defines the conditions for the advancement of the \$315,000, and the process for repayment of the funds. Mr. Eshleman explained that he combined total of the eligible FY20 and FY21 Program Open Space Funds allocated to Funkstown are insufficient to fully repay the outstanding balance, the County is entitled to be repaid in full, regardless of the funding source. If Funkstown does not repay the full outstanding balance of the advance, interest will begin accruing at 1% annually starting no later than the 180 days following the date upon notice of the insufficiency.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the Forward Funding Agreement with the Town of Funkstown, in the amount of \$315,000, as presented. The motion passed unanimously.

VALLEY MALL SUBDIVISION

Mark Bradshaw, Deputy Director, Environmental Management, recommended execution of an Agreement for Maintenance as prepared by the owner of the Valley Mall for shared sewer line access. Mr. Bradshaw shared that previously, the Commissioners approved an exception from County policy regarding sewer services under terms of this contract, which will relieve the County from all maintenance for the shared private line, and that a contribution and maintenance agreement be entered between the future owners of the parcels jointly services by the shared private line.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved authorize the execution of the Agreement for Maintenance as presented. The motion passed unanimously.

The Commissioners recessed at 10:20 a.m. and returned to the meeting at 10:35 a.m.

APPROVAL OF WATER AND SEWER RATES FOR FY2021

Jeremy Mose, Director, Environmental Management, and Sara Greaves, CFO, requested the Board adopt the proposed water and sewer rate schedule for FY2021 as presented on May 12, 2020. Mr. Mose shared that a public hearing was conducted on May 12, 2020 at 11:00 a.m. to permit the public to testify concerning the proposed modification of water and sewer rates. The public comment period was held open for seven (7) days following the hearing and closed on May 19th at 11:00 a.m. Mr. Mose added that the increase is necessary to facilitate the Department of Water Quality's long-range financial plans. Ms. Greaves recommended adoption as presented, adding that the rate change projects an additional revenue in the amount of \$19,900 for Water and \$370,890 for Sewer.

The Commissioners discussed the information as presented, to include the need for the development of a new model.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve an increase of 3.5% to the sewer fund, with the stipulation that a sub-committee be formed through the Environmental Management Advisory Committee to review the model and provide a report to the Commissioners within three (3) months. The motion passed unanimously.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to reject the proposed increase to the water rate and directed staff to search into budgets in effort to fund the shortage of the water fund in the amount of \$20,000.

Commissioner Meinelschmidt amended his motion to continue with the current water rates for FY2021 as charged in FY2020. The motion passed unanimously.

APPROVAL OF FY2021 OPERATING AND CAPITAL BUDGETS

Ms. Greaves requested adoption of the FY2021 Capital and Operating Budgets as presented at the public hearing held May 14, 2020 at 6:00 p.m.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the FY2021 Operating and Capital Budgets as presented. The motion passed unanimously.

TOGETHER WE RISE BUSINESS STABILIZATION GRANT PROGRAM

Susan Small, Director, Business Development, requested approval to implement Together We Rise Business Stabilization Grant Program for businesses in Washington County. Ms. Small added that Washington County has been allotted \$13,178,443 for non-public health related response activities to the COVID-19 crisis. Ms. Small shared that the application process will be available on the County webpage and approvals granted on a first-come, first-served basis for those businesses who meet the grant requirements.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the grant program, as presented, to include clarification of the Home-Based Business language. The motion passed unanimously.

REVIEW OF DRAFT WASHINGTON COUNTY COVID-19 EMERGENCY RESPONSE GRANT PROGRAM

Susan Buchanan, Director, Office of Grant Management, recommended approval of the Washington County COVID-19 Emergency Response Grant Program as written, or with discussed modifications, and to permit the Office of Grant Management to move forward with implementing the program and awarding funds to eligible applicants. Ms. Buchanan advised that no County funds are required for this grant.

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the grant as presented, and to permit the Office of Grant Management to move forward with implementing the program and awarding funds as presented. The motion passed unanimously.

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to convene in closed session at 12:01 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 consult with counsel to obtain legal advice on a legal matter; 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 plan in accordance with Sections 3-305(b)(1), (7), and (10) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the employment, recruitment, and assignment of County personnel and the potential filling of certain personnel vacancies. The Commissioners also discussed public security, including the provision of fire and emergency services in a specific area of the County and received legal advice concerning the risks and potential liabilities relating to a potential initiative concerning the provision of public security.

The Commissioners recessed at 12:01 p.m. and returned to the meeting at 12:17 p.m.

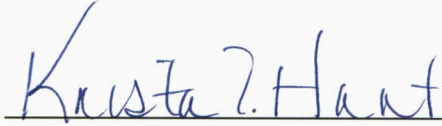
Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner. Also present were Kirk C. Downey, County Attorney/Interim County Administrator; Krista L. Hart, County Clerk, and at various times, Rachel Brown, Director, Human Resources; Dave Hays, Director, Emergency Services; Dale Fishack, President, Volunteer Fire and Rescue Association (WCVFRA); Jon Hart, Assistant Director, Fire Emergency Services; Dave Chisholm, Assistant Director, EMS; Oley Griffith, Volunteer Coordinator, EMS; Sara Greaves, CFO; and Robert Buck, EMS Committee Chair, WCVFRA.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Keefer, moved to reconvene in open session at 12:08 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to adjourn at 12:08 p.m.
The motion passed unanimously.

A handwritten signature in blue ink that reads "Krista L. Hart". The signature is written in a cursive style with a large initial 'K' and a long horizontal line extending from the end of the name.

Krista L. Hart, *County Clerk*