



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

June 16, 2020

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

President Jeffrey A. Cline called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:00 a.m. at 100 West Washington Street, Room 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.

APPROVAL OF MINUTES

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to approve the minutes of May 26, 2020. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Keefer congratulated all 2020 graduating seniors in Washington County.

Commissioner Meinelschmidt requested clarification from the Health Officer regarding social distancing, as well as the return of citizen comments during the Commissioners meetings.

Commissioner Wagner shared his recommendation for the removal of government from the activities throughout the pandemic.

President Cline echoed Commissioner Wagner's comments regarding the pandemic.

REPORTS FROM COUNTY STAFF

Office of Budget and Finance

Sara Greaves, CFO, provided the Board with an update regarding the FY2020 Bond Sale. Ms. Greaves shared that the true interest cost (TIC) for new money is 1.9%, which is less than the previous year at 2.6%. In addition, the premium allowed downsizing of the bond from \$15.3 million to \$14.2 million, saving \$1.1 million in principal. Ms. Greaves added that the refunding TIC is .78%, which saved the County approximately \$1.6 million in payments over the next ten (10) years or 13% net present value savings.

Department of Business Development

Susan Small, Director, provided the Board with an update regarding the Rise Up Grant. Ms. Small extended the application deadline through June 30th.

COVID-19 Pandemic Update by Health Officer

Earl Stoner, Health Officer; and Tom Brown, EMS, provided the Board with clarification regarding Governor Hogan's Executive Order and the updated requirements of social distancing. Mr. Stoner advised that face coverings are still required in certain establishments to include retail facilities and food establishments. Mr. Stoner will release information for public knowledge through media.

County Attorney

Kirk Downey reiterated the fact that the County Commissioners are not authorized to direct the reopening of businesses in Washington County.

FISCAL YEAR 2021 SCHOOL BASED HEALTH CENTER GRANT

Allison Hartshorn, Grant Manager, Office of Grant Management, requested approval to submit a grant application for the FY21 School Based Health Center Grant Program to the Maryland State Department of Education in the amount of \$200,384 and to accept awarded funding. Funding in the amount of \$10,019 is included in the award for County administrative support.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the submission of a grant application for the FY21 School Based Health Center Grant in the amount of \$200,384 and to accept the funding as awarded. The motion passed unanimously.

**PUBLIC HEARING: AGRICULTURAL PRESERVATION EASEMENT RANKINGS
FISCAL YEAR 2021**

President Cline convened a Public Hearing at 10:35 a.m. to obtain public comment on the priority ranking of Agricultural Land Preservation Easement Applications, as recommended by the Agricultural Land Preservation Advisory Board. Chris Boggs, Land Preservation Planner, Planning and Zoning, explained the process and added that if approved, the twelve (12) applicants would be forwarded to the Maryland Agricultural Land Preservation Foundation (MALPF); easements would be purchased in order from the priority list until funds are exhausted. Mr. Boggs briefed the Commissioners on each property included in the request.

The hearing was opened for public comment, no individuals offered comment.

The matter will remain open for a period of one (1) week (June 22nd) to permit additional citizen comments and consideration.

The Commissioners took no action, took the matter under advisement, and asked that it be placed on a future agenda for further consideration.

Vice-President Baker left the meeting at 10:47 a.m. and returned to the meeting at 10:50 a.m.

2020 – 2021 PROPERTY AND CASUALTY INSURANCE RENEWALS

Tracy McCammon, Risk Management Administrator, Human Resources, and Alan Davis (via phone), presented the recommendation to renew policies in place with Travelers Insurance Company (option 1), property and equipment policies with Local Government Insurance Trust, and the airport liability policy with Global Aerospace. Ms. McCammon advised that the premiums are above the FY21 budget.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to renew policies in place as presented. The motion passed unanimously.

PUBLIC HEARING: APPLICATION FOR ZONING MAP AMENDMENT RZ-19-007

President Cline convened a public hearing at 10:54 a.m. to obtain public comment regarding the application received from WALZC, LLC for Map Amendment RZ-19-007 to the Washington County Zoning Amendment. The application concerns a request for a map amendment for a property adjacent to the site of Mount Tabor Builders at 14624 National Pike near the Rural Village of Wilson. The request seeks to extend the Rural Business (RB) Floating zone over the adjacent .88-acre parcel (Tax Map 0035, Parcel 0073).

Travis Allen, Comprehensive Planner, Planning and Zoning, presented the staff report and analysis on behalf of the Washington County Department of Planning and Zoning. Based on information provided by the applicant, and further analysis by staff, it has been determined that adequate evidence has been submitted to meet the various criteria that would support the application for an RB Floating Zone to the subject area.

The Washington County Planning Commission considered the application during a Public Information Meeting held during its regular meeting on February 3, 2020. The item was again brought to the Planning Commission for recommendation on March 2, 2020 where the members unanimously recommended approval of the proposed map amendment.

Kirk Downey, County Attorney, recommended that the matter remain open for a period of one (1) week (June 22) for additional public comment.

One comment was received, which supported the request.

The Commissioners took no action, took the matter under advisement, and asked that it be placed on a future agenda for further consideration.

SUPPLEMENTAL RESOLUTION REALLOCATING A PORTION OF THE PROCEEDS OF THE PUBLIC IMPROVEMENT BONDS OF 2016

Sara Greaves, Chief Financial Officer, presented information on the authorizing by resolution a reallocation of a \$316,618 portion of the proceeds of the County Commissioners of Washington County Public Improvement Bonds of 2016 from a project identified as the "Conococheague WwTP – ENR Upgrades" to a project identified as the "Capacity Management Project".

Ms. Greaves explained that on May 17, 2016, the County issued its County Commissioners of Washington County Public Improvement Bonds of 2016 in the original aggregate principal amount of \$20,635,000 (the "2016 PIBs"). Pursuant to Resolution No. RS-2016-05, adopted by the Board of County Commissioners (the "Board") on April 12, 2016 (the "2016 Resolution"), and materials that accompanied the 2016 Resolution (the "2016 Accompanying Materials"), \$6,054,000 of the proceeds of the 2016 PIBs were originally allocated to a project identified as the "Conococheague WwTP – ENR Upgrades" project. Unanticipated grant funds became available for such project, and the Board approved a budget adjustment on May 5, 2020 reallocating \$316,618 of the proceeds of the 2016 PIBs originally allocated to the "Conococheague WwTP – ENR Upgrades" project to a project not contemplated by the 2016 Resolution or the 2016 Accompanying Materials that is generally known as the "Capacity Management Project". Such approved budget adjustment recognized that a supplemental resolution would be required.

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to approve the resolution authorizing the reallocation of \$316,618 portion of the proceeds of the Public Improvement Bonds of 2016 as presented. The motion passed unanimously.

(Resolution No. RS-2020-13) is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

FY2021 PROGRAM OPEN SPACE ANNUAL PROGRAM

Andrew Eshleman, Director, Public Works, discussed the FY 2021 Program Open Space (POS) projects funding as recommended by the Washington County Recreation and Parks Advisory Board. He stated that the anticipated POS allocation for FY 2021 is \$937,071. Mr. Eshleman discussed the program requests and the process.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the Annual FY 2021 POS Program as presented and recommended by the Washington County Recreation and Parks Advisory Board. The motion passed unanimously.

SOLE SOURCE PROCUREMENT AWARD (PUR1473) FOR WESTERN MARYLAND CONSORTIUM DISCONNECTED YOUTH SERVICES IN WASHINGTON COUNTY, MARYLAND

Rick Curry, Director, Purchasing, and Ms. Hartshorn, recommended approval of a Sole Source procurement to the Western Maryland Consortium in the amount of \$67,687 for enhancements to existing programming offered to disconnected youth contingent upon approval of the funding award from the Maryland Governor's Office for Children and as approved by the Washington County Local Management Board at its meeting on Friday, January 17, 2020.

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to approve the Sole Source procurement to Western Maryland Consortium in the amount of \$67,687 as presented. The motion passed unanimously.

EMERGENCY MEDICAL SERVICES, MEMORANDUM OF UNDERSTANDING (MOU) AND HEALTH INSURANCE UPDATE

Dave Hays, Director, Emergency Services; Dave Chisholm, Assistant Director, Emergency Services; Dale Fishack, President, Washington County Volunteer Fire and Rescue Association; and Robert Buck, EMS Committee Chair, recommended approval of the proposal to being reimbursement to the EMS Companies full time health insurance cost under its existing plan, with the reimbursement discontinued once the County has purchase health care plans for the companies to opt into. Additionally, Mr. Hays recommended approval of a revised MOU which would replace the 2009 MOU, as well as address the matters outlined in the proposal.

The Commissioners discussed a need for the assignment of a deadline on this matter; as well as reimbursement requirements.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the proposal to reimburse the EMS Companies for health insurance cost as presented.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, amended the motion to authorize EMS to pursue a standardized benefit plan. The motion passed unanimously.

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to convene in closed session at 11:30 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; 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, and to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter, in accordance with Sections 3-305(b)(1), (7), (10), and (13) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed potential appointments to a board over which the Commissioners have appointing authority and gave staff direction in regards thereto. Additionally, the Board discussed staffing issues and schedules, together with a grievance and unionization matters.

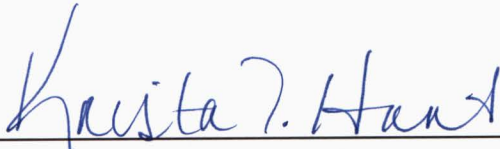
Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner. Also present were Kirk C. Downey, County Attorney/Interim County Administrator; Krista L. Hart, County Clerk, and at various times, Rachel Brown, Director,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

RECONVENE IN OPEN SESSION

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

ADJOURNMENT

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

A handwritten signature in blue ink, reading "Krista L. Hart", is written over a horizontal line.

Krista L. Hart, *County Clerk*