



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

September 22, 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 10:01 a.m. at 100 West Washington Street, Room 1113, Hagerstown, Maryland, with the following members present: Vice President Terry L. Baker, Commissioner Wayne K. Keefer, Commissioner Cort F. Meinelschmidt, and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the minutes of August 27, 2020. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Vice-President Baker shared his thoughts and prayers for Zane Rowe and his family.

Commissioner Keefer reminded all that the Washington County Gives Campaign is currently underway. Additionally, he shared his appreciation for those of the Washington County Republican Central Committee and its appointment of Brenda Thiam to fill the vacant delegate seat.

Commissioner Wagner congratulated Garrison Plessinger and his wife on the birth of their first child.

President Cline congratulated Ms. Thiam on her appointment to the delegate seat; additionally, he encouraged all to assist with the Washington County Gives Campaign.

STAFF COMMENTS

Emergency Services

Dave Hays, Director, announced that on September 16th, Washington County was chosen as a recipient of the SAFER Grant, and the match requirement has been waived. Mr. Hays shared that he anticipates full onboard staff by April 1, 2021.

County Attorney

Kirk Downey thanked staff and department leaders throughout the COVID-19 Pandemic. He provided the Board with an update on the teleworking process for staff.

CITIZEN PARTICIPATION

James Devine, P.O. Box 2217, Hagerstown, Maryland, shared that he had issues reaching staff members of the county. Additionally, he shared his dissatisfaction for the facial mask requirement.

INVESTMENT POLICY STATEMENT UPDATE

Ms. Greaves and Patrick Wing, Marquette Associates, provided the Board with an update on the Investment Policy Statement and recommended approval for updates/changes as presented. Mr. Wing reviewed the proposed notable changes to the policy which included language related to prudence, ethics, and conflict of interest; addition of two (2) additional investment committee members;

additional asset classes; asset allocation Min/Max and Target percentages; and the requirement for a third-party contract.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the changes and updates to the Investment Policy Statement as presented. The motion passed unanimously.

FOURTH QUARTER ADJUSTMENTS TO THE WASHINGTON COUNTY BOARD OF EDUCATION'S FY2020 GENERAL FUND BUDGET

Jeffrey Proulx, Chief Operating Officer, and David Brandenburg, Executive Director of Finance, Washington County Public Schools; presented for approval, the fourth quarter adjustments to the Board of Education's (BOE) Fiscal Year 2020 (FY20) General Fund Budget. Mr. Proulx reviewed the changes to the budget as approved by the BOE on September 15, 2020.

Commissioner Meinelschmidt discussed the contractual obligations of the BOE with regard to the School Resource Officer (SRO) positions, of which salaries have been removed from the FY20 budget during the COVID-19 Pandemic. Dr. Michael shared that his office reached out to Washington County with no response with regards to the contractual payment for salaries due by the School Board. Sherriff Mullendore shared that the SRO's cannot work within his Patrol Division however, the employees in the SRO position have been doing varied functions within the Sheriff's Office.

Commissioner Baker moved to approve the requested adjustments to the BOE's Fourth Quarter FY20 General Fund Budget as presented. The motion failed due to lack of a second vote.

AUDIT AND AGREED UPON PROCEDURES – FIRE COMPANIES

Ms. Greaves presented the Board with information regarding the audit and agreed upon procedures, requesting a consensus to proceed with one or more of the following options: 1) Financial Statement Audit, which would show a financial impact of \$144,000 (18 fire companies) or, 2) Agreed Upon Procedures which would show a financial impact of \$90,000; unbudgeted funds.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve both levels as presented, for an approximate total of \$230,000; with funds to be provided through the 25% match from the SAFER Grant which is no longer necessary. The motion passed unanimously.

EXPRESS APPROVAL – CITY OF HAGERSTOWN ANNEXATION OF COLE ROAD PROPERTIES (A-2020-03)

Jill Baker, Director, Planning and Zoning, requested the Board approve or deny a request for express approval from the City of Hagerstown for the Annexation of Cole Road Properties (A-2020-03) as previously presented to the Board. Ms. Baker shared that during the presentation on September 1, the Board requested additional information regarding estimated changes in property tax revenues should the approval be granted.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to grant the express approval for the annexation of Cole Road Properties (A-2020-03) as presented. The motion passed unanimously.

EXPRESS APPROVAL – CITY OF HAGERSTOWN ANNEXATION OF VALLEY MALL OUTPARCELS (A-2020-04)

Ms. Baker requested the Board approve or deny a request for express approval from the City of Hagerstown for the Annexation of Valley Mall Outparcels (A-2020-04) as previously presented to the Board. Ms. Baker shared that during the presentation on September 1, the Board requested additional information regarding estimated changes in property tax revenues should the approval be granted.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to grant the express approval for the annexation of Valley Mall Outparcels (A-2020-04) as presented. The motion passed unanimously.

SEWER EASEMENT ABANDONMENT

Todd Moser, Real Property Administrator; and Mark Bradshaw, Deputy Director, Water Quality, recommended approval of the abandonment of a sewer easement located off of Wright Road, Williamsport, Maryland. Mr. Moser explained that a request was submitted by Taylor Farm, LLC for the sewer easement abandonment prior to future development of said property.

Commissioner Baker, seconded by Commissioner Wagner, moved to approve the abandonment of the sewer easement as presented. The motion passed unanimously.

MARTZ-LEMASTER-SALMONE RURAL LEGACY PROGRAM EASEMENT

Chris Boggs, Land Preservation Administrator, Planning and Zoning, recommended approval of the *revised* Sherry D. Martz, Scott G. Salamone, and the Estate of Sonja D. Lemaster, RLP Easement project in the revised amount of \$255,051 for 86.017 easement acres, paid for 100% by the Maryland Department of Natural Resources, and to adopt an ordinance approving the purchase and to authorize the execution of the necessary documentation to finalize the easement purchase.

Mr. Boggs shared that the Board of County Commissioners formally approved the purchase during an Open Session meeting on April 28, 2020 however, the project needs to be revised. Mr. Boggs reviewed the requested revisions with the Board.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the Martz-Lemaster-Salmone RLP as presented, and to adopt an ordinance approving the purchase of the easement and to authorize the execution of the necessary documentation to finalize the easement purchase. The motion passed unanimously.

(Ordinance No. ORD-2020-31 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

REQUESTS BY ORGANIZATIONS TO BE ADDED TO THE LIST OF NONPROFIT ORGANIZATIONS

Kirk Downey, County Attorney, recommended authorizing by resolution for the following organizations to be added to the 1-108 List: TruNorth, and Main Street Hancock, Inc. following the previously held public hearing.

Commissioner Baker, seconded by Commissioner Keefer, moved to authorize by resolution the organizations be added to the 1-108 List as presented. The motion passed unanimously.

(Resolution No. RS-2020-30 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

BUDGET ADJUSTMENT FOR RUNWAY 9/27, HAGERSTOWN REGIONAL AIRPORT

Garrison Plessinger, Director, Hagerstown Regional Airport; and Ms. Greaves, recommended approval of a budget adjustment in the amount of \$570,600. The budget adjustment is needed to correct a clerical error which omitted the design grant (Grant 59) from the total project cost after Grant 63 was awarded. The local match for Grant 59 of \$28,530 will be provided for by savings derived from the construction port, Grant 63, being funded at 100% rather than the anticipated 95%.

Commissioner Keefer, seconded by Commissioner Meinelschmidt, moved approve the budget adjustment as presented. The motion passed unanimously.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-20-0049) – AUTOMATED SPEED ENFORCEMENT SYSTEM

Rick Curry, Director, Purchasing; and Sheriff Douglas Mullendore; recommended authorizing by resolution the Intergovernmental Cooperative Purchase (INGT-20-0049) with Calvert County, Maryland, contract (RFP 2019-076)) awarded to Rekor Recognition Systems, Inc. dba Brekford Traffic Safety, Inc. of Hanover, Maryland, for the lease of up to twenty-six (26) Automated Speed Enforcement Cameras in the amount of \$2,800 per month (per unit). Mr. Curry shared that this recommendation is contingent upon approval of the final Lease Agreements by the County Attorney's Office. Sheriff Mullendore shared that the revenue will be used for the Public Safety Training Center.

Commissioner Meinelschmidt inquired about the cameras being "off" during school closures, Sheriff Mullendore stated that cameras remain "on" during summer and when schools are closed (6am-8pm).

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to authorize by resolution the Intergovernmental Cooperative Purchase relating to the lease of up to twenty-six (26) automated speed enforcement cameras from Rekor Recognition Systems, Inc., Hanover, Maryland. The motion passed 4-1, Commissioner Baker voted "NAY".

(Resolution No. RS-2020-31 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING

Major Craig Rowe, Sheriff's Office, and Allison Hartshorn, Grant Manager, Office of Grant Management, requested approval to submit a grant application to the Governor's Office of Crime Control and Prevention in the amount of \$30,365 and accept all awarded funding (no match). The grant would identify the barriers to ongoing services provisions and critical short-term needs, as well as longer term needs to address a sustained or resumed State of Emergency related to COVID-19.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the submission of the grant application in the amount of \$30,365, to accept the funding if awarded, and to execute all required documentation necessary to accept said funding. The motion passed unanimously.

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to convene in closed session at 11:28 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 in accordance with Sections 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 the filling of certain personnel vacancies, the Board provided staff direction in regards thereto.

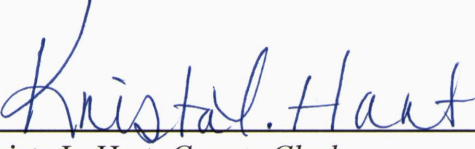
Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Randy E. Wagner, Wayne K. Keefer, and Cort F. Meinelschmidt, Also present were Kirk C. Downey, County Attorney/Interim County Administrator; Krista L. Hart, County Clerk, and at various times, Deb Condo, Deputy Director, Human Resources; and Josh O'Neal, Director, Information Systems.

RECONVENE IN OPEN SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to reconvene in open session at 12:05 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to adjourn at 12:05 p.m. The motion passed unanimously.



Krista L. Hart, *County Clerk*

