



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

September 29, 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: Commissioner Wayne K. Keefer, Commissioner Cort F. Meinelschmidt, and Commissioner Randall E. Wagner; Vice President Terry L. Baker was absent.

APPROVAL OF MINUTES

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the minutes of September 15, 2020. The motion passed 4-0, Commissioner Baker was absent.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner congratulated the Hagerstown Aviation Museum for the recent lease signing for its new location.

President Cline congratulated the Glow Bar for its recent reopening. He thanked Doug Levine, Andrew Eshleman, Dave Brooks, and Ryan Crabtree for a very successful tournament.

STAFF COMMENTS

Hagerstown Regional Airport

Garrison Plessinger, Director, provided the Board with an update on a recent accident of an aircraft last week which happened a few feet from the runway; there were no injuries reported. He thanked all staff who responded to the incident. Additionally, he provided the Board with an update on the construction currently underway at the Airport.

Office of Grant Management

Susan Buchanan, Director, and Kaye Robucci, Board of Elections, requested approval to accept \$90,512 of grant funds from the Center for Tech and Civic Life for the Board of Elections.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to accept the awarded funding as presented. The motion passed 4-0, Commissioner Baker was absent.

Division of Emergency Services

Dave Hays, Director, and Jonathan Hart, Assistant Director, presented the Board with information regarding a recently awarded grant in the amount of \$1.6 million from the Assistance for Firefighters, AFG and will be used to purchase self-contained breathing apparatus for firefighters. Mr. Hays explained that there is a 10% match requirement and each of the ten companies will be responsible for that portion of the grant relative to its specific award amount.

Kirk Downey, Interim County Administrative / County Attorney provided Paul Frey an opportunity to present. Mr. Frey shared appreciation and recognition for Danielle Weaver and staff, Susan Small and staff, and Charles Brown for their work in the grant process during the COVID-19 pandemic.

Washington County Animal Control Authority

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the reappointment of Gary Kauffman to serve a second three-year term from August 1, 2020 through July 31, 2023 as the Citizen-At-Large. The motion passed 4-0, Commissioner Baker was absent.

Washington County Gaming Commission

Commissioner Keefer, seconded by Commissioner Meinelschmidt, moved to approve the appointment of Leon Debes to serve a first two-year term from October 1, 2020 through September 30, 2022. The motion passed 4-0, Commissioner Baker was absent.

CITIZEN PARTICIPATION

No citizens were scheduled to participate.

FEMA STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE ASSISTANCE GRANT AWARD ACCEPTANCE

Dave Hays, Director, Emergency Services; Kingsley Pool, Co-Chair, Emergency Services Advisory Council (ESAC); and Richard Hopkins, Co-Chair, ESAC, recommended authorization to accept the 2020 FEMA SAFER Grant award in the amount of \$8,080,766, and to proceed with advertising and hiring of thirty-three (33) firefighters as described within the grant award. Additionally, Mr. Hays provided the Board with revisions to the job description to include an age amendment from 19 years of age to 18 years of age.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to accept the grant award in the amount of \$8,080,766 and to proceed with advertising and hiring of thirty-three (33) firefighters as presented. The motion passed 4-0, Commissioner Baker was absent.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to accept the revisions to the job description to include the amendment of the age requirement from 19 years to 18 years of age. The motion passed 4-0, Commissioner Baker was absent.

BID AWARD (PUR1477) BULK DELIVERY OF ROAD SALT

Brandi Naugle, Buyer, Purchasing, and Andrew Eshleman, Director, Public Works, recommended award of the contract for the purchase/delivery of Bulk Road Salt to the responsible, responsive bidder, Cargill, Incorporated, North Olmsted, Ohio who submitted the price of \$58.94 per ton. The contract period is tentatively October 1, 2020 through April 30, 2021.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the award of PUR1477 as presented. The motion passed 4-0, Commissioner Baker was absent.

MARYLAND DEPARTMENT OF TRANSPORTATION THREE-YEAR SALT UTILIZATION AGREEMENT

Mr. Eshleman requested approval to permit staff to execute the three-year Salt Utilization Agreement with the Maryland Department of Transportation State Highway Administration.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to permit staff to execute the three-year Salt Utilization Agreement as presented. The motion passed 4-0, Commissioner Baker was absent.

CARES ACT FUNDING REVIEW AND DISCUSSION FOR TOURISM MARKETING

Susan Small, Director, Business Development, discussed the options for spending the remaining balance of the CARES Act Fund for recovery efforts in Washington County. Ms. Small shared that the second phase funding would be needed to address the Fall season activities. Commissioner Wagner

shared his concern for the dollar amount spent on printed advertisements. Additionally, Commissioner Keefer would like the local restaurants to be included in the outline.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to release the final amount of \$210,000 of CARES Act Funding for phase two. The motion passed 4-0, Commissioner Baker was absent.

EMPLOYEE VACATION LEAVE CARRY-OVER

Deborah Condo, Deputy Director, Human Resources requested direction regarding employee vacation leave carry-over due to the COVID-19 Pandemic. The Commissioners discussed options to include an increase in carryover hours, a roll-over for those who exceed the 250 hours; or a payout to bring employees to the 250 hours.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to extend the 250 hours cap limit to June 30, 2021, thus permitting staff to bring vacation balances below the 250 cap. The motion passed 3-1, Commissioner Baker was absent; Commissioner Keefer voted "NAY".

Commissioners will review a potential compensation/vacation buy-back option for staff members who are required to be present daily (ie: Emergency Services, Public Works, Solid Waste). Ms. Condo will research possibilities and return at a future meeting for additional discussion.

RESIDENCY REQUIREMENT FOR DIRECTOR POSITIONS

Ms. Condo recommended removal of the Residency Requirement for Director positions. Ms. Condo explained that due to Washington County's location within the tri-state area, the County is limiting or eliminating the usefulness, benefit, and value of experienced existing personnel who would ideally follow natural development and progression into Director roles.

The Commissioners discussed the options of removing the residency requirement with exception of the County Administrator and other staff members.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the resolution of the Residency Requirement for Director positions with the exception of the County Administrator. Commissioner Keefer requested the following positions be included: County Clerk, County Attorney, CFO, Emergency Services Director, and the County Administrator.

Commissioner Wagner amended the previous motion.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the resolution of the Residency Requirement for Director positions with the exception of the County Administrator only. The motion passed 3-1, Commissioner Baker was absent; Commissioner Keefer voted "NAY".

CONVENE IN CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to convene in closed session at 11:46 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; and to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State, in accordance with Sections 3-305(b) (1) (4) of the General Provisions Article of the Annotated Code of Maryland. The motion passed 4-0, Commissioner Baker was absent.

In closed session, the Commissioners discussed the employment, recruitment, and assignment of County personnel and the potential filling of certain personnel vacancies; the Board provided staff

direction in regards thereto. Additionally, the Board discussed a matter concerning a prospective business entity looking to locate in Washington County.

Present during closed session were Commissioners Jeffrey A. Cline, 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, Dave Hays, Director, Emergency Services, Susan Small, Director, Business Development; Deb Condo, Deputy Director, Human Resources; and Ashley Holloway, Director, Plan Review & Permitting.

RECONVENE IN OPEN SESSION

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to reconvene in open session at 12:34 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to adjourn at 12:34 p.m. The motion passed unanimously.



Krista L. Hart, *County Clerk*