



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

October 13, 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 Meinelschmidt, seconded by Commissioner Wagner, moved to approve the minutes of September 22, 2020 and September 29, 2020. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Keefer encouraged any citizen interested to apply for the School Board Nominating Commission.

Commissioner Meinelschmidt discussed the Board of Education; citing the Maryland Annotated Code requirements regarding budget transfers, summing up that any budget transfer needs to be reported to and approved by the Board of County Commissioners monthly. He has requested that the process follow as written in the Code. Additionally, he discussed funding with the Board of Education as it applies towards the decline in student enrollment.

Commissioner Wagner asked the County Attorney to follow up on Commissioner Meinelschmidt's comments. Additionally, he welcomed the owners of the Krab Joint. He thanked Scott Hobbs, Director, for his participation in the Consolidated Transportation Plan meeting held last Thursday.

President Cline also thanked Scott Hobbs for his involvement. Additionally, he discussed the possibility of a noise ordinance in Washington County. He further thanked staff for their involvement in the Northpoint Development project.

STAFF COMMENTS

Division of Engineering

Todd Moser, Real Property Administrator, and Andrew Eshleman, Director, Public Works, provided the Board with an update regarding the three rear tracts of the Public Safety Training Center property. Mr. Moser shared that the County has identified a farmer who would be interested in entering into a five-year lease for mowing of said property at zero cost. Mr. Moser recommended the Commissioners approve the proposed five-year lease, adding that the County would see a cost savings upon approval.

Commissioner Wagner moved to approve the five-year lease for mowing services as presented. The motion failed and was withdrawn due to lack of second. The Commissioners requested a copy of the lease for review prior to vote.

Budget & Finance

Sara Greaves, CFO, provided the Board with an update pertaining to budget savings related to the refunding of 2011 and 2012 Bonds.

Boards and Commissions

Commissioner Keefer, seconded by Commissioner Meinelschmidt, moved to appoint Dennis Whitmore to serve an unfulfilled term from September 1, 2020 through June 30, 2021 on the Local Management Board. The motion passed unanimously.

COUNTY ATTORNEY

Commissioner Keefer, seconded by Commissioner Baker, moved to provide a letter of support for the Doleman Black Heritage Museum for grant funding to the Department of Housing & Community Development.

CITIZEN PARTICIPATION

No citizens were scheduled to participate.

CHARACTER COUNTS! MONTH PROCLAMATION

Carolyn Brooks, Director, Character Counts! Hagerstown presented a funding request of \$3,000 for direct expenses associated with the year-end Character Counts! Student Recognition Luncheon and/or presentation in FY21. Ms. Brooks shared details of the event and added that the Commissioners had provided funding in the past. Funding to be provided by the Commissioners Contingency Fund.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve \$3,000 in funding for direct expenses associated with the year-end event to be taken from the General Fund Contingency account. The motion passed unanimously.

Additionally, Commissioner Cline presented a proclamation to Carolyn Brooks in recognition of Character Counts Month.

2020 - 2021 FARM OF THE YEAR PRESENTATION

Leslie Hart, Agricultural Business Specialist; and Jill Hudson, President, Agricultural Marketing Advisory Committee, presented Stonewall Angus with the award of 2020-2021 Farm of the Year.

A plaque was awarded, and the Commissioners congratulated the Matheny family for the achievement.

ESTABLISHMENT OF ONE ENTITY IN WASHINGTON COUNTY AS THE LOCAL AUTHORITY FOR BEHAVIORAL HEALTH SERVICES

Rick Rock, Director, Mental Health Authority; Earl Stoner, Health Officer; and Vicki Sterling, Local Addiction Authority, Health Department, brought forth the request as previously presented regarding the establishment of a community workgroup to discuss and recommend a new structure for a single local behavioral health authority for Washington County. Mr. Rock explained that during the former presentation, the Board requested additional information regarding the proposed composition and timeline of the workgroup. He shared that the workgroup would consist of three (3) members of the Washington County Mental Health Authority Committee; three (3) members of the Washington County Community Health Advisory Committee; and three (3) independent community representatives. Additionally, he shared that the Commissioner liaison of each of the two Committees mentioned here would be invited to attend. The projected timeline for completion is January 2021.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve as presented. The motion passed unanimously.

RESOLUTION FOR NORTHPOINT DEVELOPMENT

Susan Small, Director, Business Development, recommended approval by Resolution the endorsement of the State of Maryland's \$2,000,000 Maryland Economic Development Assistance Authority Fund (MEDAAF) Bridge Conditional Loan to the Board of County commissioners. Ms. Small shared that

the funds would be used towards eligible project costs related to roadway improvements and reconstruction of Wesel Boulevard in support of a larger development plan undertaken by Northpoint Development which includes construction of four buildings and the creation of an estimated 1,500 permanent full-time jobs; the proposed Resolution represents the County's portion of the partnership as approved February 25th.

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to approve by Resolution the endorsement of the State of Maryland's \$2,000,000 MEDAAF loan as presented. The motion passed unanimously.

(Resolution No. RS-2020-32 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

INVESTMENT COMMITTEE – APPOINTMENT OF COMMISSIONER

Ms. Greaves requested the Board approve and appoint a commissioner representative to serve a four-year term for the Investment Committee as stated in the Investment Policy Statement.

Commissioner Keefer, seconded by Commissioner Wagner, moved to appoint Cort Meinelschmidt to serve on this Committee. The motion passed 4-1, Commissioner Meinelschmidt abstained.

BID AWARD (PUR1401) PUBLIC SAFETY TRAINING CENTER

Rick Curry, Director, Purchasing, and Scott Hobbs, Director, Engineering, recommended award of Contract PUR1401 for the Public Safety Training Center to the responsible, responsive bidder, Lobar Construction Management, Inc. aka Lobar, Inc., Dillsburg, Pennsylvania (PA) with the lowest amount of Base Bid \$6,980,000 and Alternate No. 1 GC-1 (additional classrooms) in the amount of \$878,000 for the Total Sum of \$7,858,000; move to approve the submission of FY21 Maryland Capital Bond Bill application, accept awarded funds, and approve execution of grant documents; move to approve a budget transfer to the project to cover the costs of Alternate No. GC-1 and other project costs as associated with the work.

Mr. Curry shared that the Building project is a four hundred fifty (450) consecutive calendar day contract with an anticipated Notice to Proceed in November 2020, and completion date in the spring 2022. Bid documents include liquidated damages in the amount of five hundred (\$500) dollars per calendar day for work beyond the completion date. The County has received an application packet for a Capital Bond Bill grant and the grant funding allocated in FY'21 is \$500,000. Once the application is submitted and accepted, the State will provide a grant agreement for the County to review and execute. The County received FY'20 grant funding for this project.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the award of PUR1401 as presented, and to submit the FY21 MD Capital Bond Bill application, accept awarded funding and execution of grant documentation. Additionally, to approve a budget transfer to the project for Alternate No. GC-1 as presented. The motion passed unanimously.

CONSTRUCTION BID AWARD – AIRPORT HANGAR 21 VESTIBULE (MS-VA-082-18)

Mr. Hobbs and Garrison Plessinger, Director, Hagerstown Regional Airport, recommended award of the Airport Hangar 21 Vestibule contract to the lowest responsive, responsible bidder, Hawkeye Construction, LLC of Cockeysville, Maryland in the amount of \$124,900 and approve a budget adjustment in the amount of \$100,000 for costs associated with the project.

The project is a 180 consecutive calendar day contract with an anticipated Notice to Proceed in November 2020 and a completion date in the spring of 2021. The bid documents include Liquidated Damages in the amount of \$500.00 per calendar day for work beyond the completion date.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the award of MS-VA-082-18 as presented. The motion passed unanimously.

CONSTRUCTION BID AWARD – BENEVOLA NEWCOMER ROAD / STREAM RESTORATION (RD-BN-274-10)

Mr. Hobbs recommended award of the Benevola Newcomer Road / Stream Restoration contract to the lowest responsive, responsible bidder, Greenridge Contractors, Inc., Williamsport Maryland in the amount of \$283,551.70.

The project is a 275 consecutive calendar day contract with an anticipated Notice to Proceed in November 2020 and a completion date in the summer of 2021. The bid documents include Liquidated Damages in the amount of \$250.00 per calendar day for work beyond the completion date.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the award of RD-BN-274-10 as presented. The motion passed unanimously.

FY21 STRATEGIC DEMOLITION GRANT APPLICATION SUBMISSION APPROVAL

Susan Buchanan, Director, Office of Grant Management, recommended approval for the submission of a grant application to the FY21 Strategic Demolition Grant program in the amount of \$345,359.70 and to accept funding as awarded; also, to execute a Subrecipient agreement between Washington County and MEDCO upon award. There is no fiscal impact to the County, awarded funds will be transferred to MEDCO. There is a 25% matching requirement associated with the grant, but MEDCO's significant investment in the project will satisfy that requirement.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the submittal of the grant application in the amount of \$345,359.70, accept funding as awarded and to execute a Subrecipient agreement as presented. The motion passed unanimously.

REPORT FROM VOLUNTEER COORDINATOR

Oley Griffith, Volunteer Coordinator, provided the Board with an update regarding the activities and actions which have transpired within the realm of the Volunteer Coordinator position.

LP 15 MONITOR / DEFIBRILLATOR REPLACEMENT

Dave Chisholm, Assistant Director, Emergency Services, recommended approval to authorize the Division of Emergency Services to purchase two (2) replacement Life-Pak 15 Cardiac Monitor / Defibrillators utilizing a 50% discount due to discontinued parts availability for the requested model. Mr. Chisholm shared that the total cost would be \$36,730.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the purchase of two (2) LP15 Monitor/Defibrillators as presented. The motion passed unanimously.

CALENDAR YEAR 2020 EMPLOYEE VACATION CARRYOVER MODIFICATION

Deb Condo, Deputy Director, Human Resources, and Darryl Brown, Accounting Supervisor, provided the Board with an update from a previous discussion regarding the matter of an amendment to the permitted number of vacation hours for carryover due to COVID-19 Pandemic.

Ms. Condo shared that on September 29th, the Board approved an amendment to alter the policy for a date change from December 31, 2020 to June 30, 2021 for 250 hours. Ms. Condo shared that it would be necessary to increase that number of hours from 250 to 330 to reflect new accruals from January 1, 2021 to June 30, 2021.

Commissioner Wagner, seconded by Commissioner Wagner, moved to approve the amendment to 330 hours as presented. The motion passed.3-2, Commissioner Keefer and Commissioner Baker voted "NAY"

CONVENE IN CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to convene in closed session at 11:20 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; and to consult with counsel and staff regarding matters related to collective bargaining negotiations, in accordance with Sections 3-305(b) (1), (4), (7), (9) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the potential appointment of a specific individual or individuals to boards and commissions over which the Board 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. The Board also consulted with counsel and staff regarding matters related to collective bargaining negotiations.

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, Jaime Dick, Deputy Director, Recreation and Parks; Andrew Eshleman, Director, Public Works; Deb Condo, Deputy Director, Human Resources; Dave Hays, Director, Emergency Services; Susan Small, Director, Business Development; and Dave Mason, Deputy Director, Solid Waste;

RECONVENE IN OPEN SESSION

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to reconvene in open session at 12:40 p.m. The motion passed unanimously.

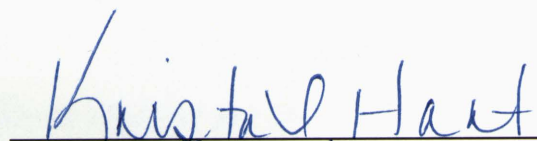
APPOINTMENT: SCHOOL BOARD NOMINATING COMMISSION

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the appointment of the following individuals to the Washington County School Board Nominating Commission:

Marilee Kerns, Chair; Citizens Advisory Council, Brian Albert; Education Representative, Marsha Flowers; and Business Representative, Dr. Klauber, Hagerstown Community College. Additionally, Shelley McIntire as the Senate Delegation selection; Dr. Brenda Thiam as the Delegate Delegation selection; Michael Guessford as the Board of Education. The motion passed unanimously.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Keefer, moved to adjourn at 12:42 p.m. The motion passed unanimously.



Krista L. Hart, County Clerk