



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

October 27, 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 Randall E. Wagner, and Commissioner Cort F. Meinelschmidt.

APPROVAL OF MINUTES

Commissioner Baker, seconded by Commissioner Wagner, moved to approve the minutes of October 20, 2020. The motion passed unanimously (4-1, Commissioner Meinelschmidt abstained).

COMMISSIONERS' REPORTS AND COMMENTS

Vice-President Baker shared that the Early Voting Center is open, and he wished all staff working the event a success.

Commissioner Meinelschmidt shared that citizens can donate to the Boys and Girls Club "Over the Edge" event, he will match donations dollar for dollar, up to \$1,000.

President Cline shared that the Commissioners will meet with the Delegation on November 10th to discuss legislative items. Additionally, he announced that the former plan for the property on Downsville Pike has been withdrawn.

STAFF COMMENTS

Boards and Commissions

Planning Commission

Commissioner Baker, seconded by Commissioner Keefer, moved to appoint Jeff Semler to serve a first term from October 1, 2020 through September 30, 2025 on the Planning Commission; this IS a paid board. The motion passed unanimously. This IS a paid board.

County Attorney / Interim County Administrator

Kirk Downey shared information as received from the Board of Trustees of the Museum of Fine Arts in which they thanked the Commissioners for support. Additionally, he shared that Governor Hogan has authorized support for local restaurants throughout the COVID-19 Pandemic in the amount of \$1.32 million; the team of Business Development will provide applications and guidelines for owners/operators' restaurants; additional information will be forthcoming.

UPDATE ON FIRE AND EMS EXPENSE REIMBURSEMENT PROCESS

Kelly Smith and Erin Clark, SEK & Company, LLC, provided the Commissioners with an update pertaining to the process to validate Fire and EMS Company compliance with County spending policies and reimbursements as associated with the process.

REALLOCATION OF CARES ACT FUNDING

Tom Brown, Emergency Manager, recommended approval to reallocate the remaining non-healthcare CARES Act funding to reimburse the County and Municipal Governments and County Volunteer Fire and EMS Departments for full and part-time wages at the regular wage rate. Mr. Brown shared that in September, the Treasury Department released updated guidelines for which the reimbursement of full-time and part-time wages of public safety employees is now allowable under the CARES Act Funding; this amount would be approximately \$2million.

Commissioner Meinelschmidt requested a break-down showing the outline for use of funds prior to approval.

Additionally, Mr. Brown shared that of the \$600,000 funding which was allocated to the Community Action Council for rental assistance program, \$373,000 remains; he recommended that program be extended to the end of November 2020 to expend remaining funds. He added that should any funds remain unused at that time; they would be added to the Public Safety Wage project.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve reallocation with a final approval of expenditures to be approved by the Board. The motion passed unanimously.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the extension of the program for the Community Action Council rental assistance program as presented. The motion passed unanimously.

STATE HOMELAND SECURITY GRANT PROGRAM

Mr. Brown, and Allison Hartshorn, Grant Manager, Grant Management, requested approval to accept funding awarded by the Maryland Emergency Management Agency (MEMA) in the amount of \$162,716.46 for the FY20 State Homeland Security Grant. This grant would pay partial salary for the Emergency Management Specialist/Planner, the cost of the Washington County Citizen Notification Program, Provider Safety Equipment, Fire Commander Training, a part-time position within the Washington County Sheriff's Office for IMT coordination and projects, and other needed equipment and services.

The Office of Grant Management has reviewed the grant guidelines. The performance period for this federal grant is September 1, 2020 through February 28, 2023. There is no matching fund requirement associated with this grant; however at least 25% of the grant funds must be spent on law enforcement related tasks or equipment.

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to accept funding awarded by MEMA in the amount of \$162,716.46 as presented. The motion passed unanimously.

EXPENDITURE OF ACCRUED PAYMENT-IN-LIEU OF FUNDS IN ACCORDANCE WITH THE FOREST CONSERVATION ACT

Jill Baker, Director, Planning and Zoning, and Elmer Weibley, District Manager, Soil Conservation District (WCSCD), recommended approval of the use of payment-in-lieu (PIL) funds for the acquisition and implementation of easements related to forest conservation for Dirk and Nancy DeVault and Jefferey and Susan Lescalett as outlined in the Memorandum of Understanding (MOU) with the WCSCD. Ms. Baker shared that all work completed under this task will be funded through the various developers as mitigation fees.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the use of PIL funds for the acquisition and implementation of easements as presented. The motion passed unanimously.

LEASE OF 18.8 TILLABLE ACRES AT 9238 SHARPSBURG PIKE

Todd Moser, Real Property Administrator, and Andrew Eshleman, Director, Public Works, presented the recommendation to approve a lease for 18.8 tillable acres at 9238 Sharpsburg Pike for cutting of hay. The lease would consist of a five-year contract with the option for County termination at any time, provided a 60-day notice is given to leaseholder. Mr. Eshleman shared that the County would find a savings of approximately \$3,000 in operational fees.

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

RESOLUTION FOR VOLVO/MACK EXPANSION

This matter was removed from the agenda.

The Commissioners recessed at 10:32 am and returned to the meeting at 10:42 am

Commissioner Meinelschmidt adjusted a former motion, seconded by Commissioner Wagner, to approve the CARES Act relocation to include municipalities and towns in the funding. The motion passed unanimously.

PUBLIC SAFETY RADIO SYSTEM, CONSULTANT FUNDING REQUEST

Mark Mades, Deputy Director, Wireless Communications, and Dave Hays, Director, EMS, requested authorization of funding in the amount of \$100,000 to secure contractual Radio System Engineering Services. Mr. Hays shared that under this contract, the P25 Digital Radio System would be reviewed by a specialized engineer who would draft recommendations on improvements and updates to the County's Public Safety Radio System; funding would be provided by the General Fund Reserves from the FY22 budget.

Commissioner Meinelschmidt and Vice-President Baker shared concern to have the funding from the Bond Refinancing used prior to utilizing the General Reserve.

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to authorize funding in the amount of \$100,000 as presented. The motion passed unanimously.

UTILITY VEHICLE REPLACEMENT/PURCHASE

Mr. Hays requested approval of a budget transfer in the amount of \$41,500 for the replacement of a 2003 GMC 4-wheel drive utility vehicle for the Division of Emergency Services which was authorized in the FY20 budget. The funding that was moved into the 11525 Operating Budget by the original budget transfer for the replacement of the vehicle was not moved to the DES CIP Budget at year-end closeout. The budget transfer submission by DES would be needed to secure the vehicles funding in FY21 Budgets due to the vehicles delayed delivery due to COVID 19 factory shutdowns.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the budget transfer in the amount of \$41,500 as presented. The motion passed unanimously.

EMS HEALTH INSURANCE UPDATE

Mr. Hays, Robert Buck, EMS Committee Chair, and Gary Hoffman, Williamsport Fire and EMS, recommended approval of the continued reimbursements to the EMS companies' full-time health, dental, vision A&D, including short and long-term disability insurance cost. Mr. Hoffman has shared that all companies are in support of the plan.

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

CONVENE IN CLOSED SESSION

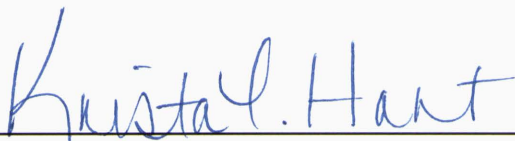
Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to convene in closed session at 10:59 a.m. to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individual; to consider the acquisition of real property for a public purpose and matters directly related thereto; or 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) (3) (4) 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 has jurisdiction; and discussed the employment, recruitment, terms of compensation, and assignment of specific County personnel and the potential filling of certain personnel vacancies; the Board provided staff direction in regards thereto. Additionally, the Board considered the acquisition of an easement and other interests in real property for a public purpose and proposals for specific businesses to locate and/or expand in the State and County; the Board provided staff direction in regards thereto.

Present during closed session were Commissioners Jeffrey A. Cline, Randy E. Wagner, and Wayne K. Keefer. 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; Mark Bradshaw, Deputy Director, Environmental Management; Andrew Eshleman, Director, Public Works; Sara Greaves, CFO; Dave Mason, Deputy Director, Solid Waste, David Swain; Rich Eichelberger, Director, Construction; Scott Hobbs, Director, Engineering; and a businessman.

ADJOURNMENT

Commissioner Meinelschmidt, seconded by Commissioner Baker moved to adjourn at 1:17 p.m. The motion passed unanimously.



Krista L. Hart, *County Clerk*