



## **Board of County Commissioners of Washington County, Maryland**

### ***Open Session Minutes***

**December 15, 2020**

***The meeting of the Board of County Commissioners was held virtually via Zoom due to Governor Hogan's State of Maryland Executive Order pertaining to the COVID-19 Pandemic.***

### **CALL TO ORDER**

President Jeffrey A. Cline called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:08 a.m. via Zoom Meeting 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 Meinelschmidt, seconded by Commissioner Wagner, moved to approve the minutes of December 8, 2020. The motion passed unanimously.

### **COMMISSIONERS' REPORTS AND COMMENTS**

The Commissioners wished all County staff a Happy Holidays.

Vice-President Baker asked for an update regarding traffic patterns surrounding a project on Hopewell Boulevard.

Commissioner Keefer thanked staff for a job well done throughout the difficult year of 2020, as well as all teachers in the Washington County Public School system for maintaining the pledge of allegiance during the online learning programs.

Commissioner Keefer requested a letter of support for Allegany County and Garrett County to receive the COVID-19 vaccination for front-line workers on the same timeline as other Maryland counties.

The Commissioners discussed the matter and reached a consensus to provide the letter of support as presented and instructed the County Attorney's office to provide said letter for signature.

Commissioner Keefer also requested a letter supporting an off-ramp from Interstate 70 to the Town of Hancock which would provide ease of access for trucks and deliveries, and to support annexation of property.

The Commissioners discussed the matter and reached a consensus to provide the letter of support as presented and instructed the County Attorney's office to provide said letter for signature.

Commissioner Wagner asked that the County Roads employees remain safe while working during the upcoming Winter storm.

President Cline discussed the early closure of Washington County offices in light of the upcoming holidays. He also thanked staff for their performance during 2020. President Cline shared that there is a press conference scheduled for 2:30 p.m. during which no additional restrictions will be discussed regarding COVID-19 State of Maryland Executive Orders. He shared that a map outlining the traffic patterns on Hopewell Boulevard has been shared in the Herald-Mail Newspaper.



### **STAFF COMMENTS**

Krista Hart, County Clerk, presented the draft meeting schedule for the Board of County Commissioners of Washington County, Maryland for the period of January 1, 2020 through June 30, 2021 and requested consensus for approval.

The Commissioners reached a consensus to approve and publish the schedule as presented.

### **WASHINGTON COUNTY BOARD OF ELECTIONS RECOGNITION OF COUNTY GOVERNMENT CONTRIBUTIONS TO THE 2020 PRESIDENTIAL GENERAL ELECTION**

Barry Jackson, Deputy Election Director, Board of Elections, recognized many contributions made by multiple County departments within Washington County Government which aided in making the 2020 Presidential General Election a success.

### **WASHINGTON COUNTY AGRICULTURAL ORGANIZATION FACILITY AGREEMENT**

Andrew Eshleman, Director, Public Works, recommended approval to execute an Agreement for the Washington County Agricultural Organization to utilize the Washington County Agricultural Education Center to host the "Ag Expo" for a five (5) year period at an annual fee of \$3,600.

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved authorize the Agreement as presented. The motion passed unanimously.

### **LAND AND WATER CONSERVATION FUND**

Mr. Eshleman recommended approval to submit a grant application for the Land and Water Conservation Fund in the amount of \$340,000 and to accept funding as awarded. If awarded, this funding would provide for the development of multi-use trails at Regional Park. The Office of Grant Management has reviewed the grant application and funding guidelines; there is a 50% match associated with this grant. The match would be comprised of a combination of Program Open Space and Recreational Trail Grant funds, and local funding. Mr. Eshleman shared that the FY22 Capital Improvement budget has allocated \$80,000 for this project.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the submission of the grant application and to accept awarded funding as presented. The motion passed unanimously.

### **INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-20-0053) ONE JOHN DEERE UTILITY TRACTOR FOR HAGERSTOWN REGIONAL AIRPORT**

Brandi Naugle, Buyer, Purchasing, recommended authorization by Resolution for the Hagerstown Regional Airport to purchase one (1) John Deere 5115M Utility Tractor for a total cost of \$138,073.28 and to utilize another jurisdiction's contract awarded by Baltimore County Public Schools (Contract LKO-402-20-001) to John Deere of Cary, North Carolina. Ms. Naugle added that the replaced utility tractors will be advertised on GovDeals.com. She added that funds are budgeted in the Capital Improvement budget account 600400-35-45010 (EQP031).

Commissioner Meinelschmidt asked staff to look into the possibility of retaining the current utility tractor for potential use if it is in working condition.

Commissioner Wagner, seconded by Commissioner Baker, moved to authorize by Resolution the purchase of one (1) John Deere Utility Tractor as presented. The motion passed unanimously.

(Resolution No. RS-2020-37 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)



**WASHINGTON COUNTY FIRE AND RESCUE ASSOCIATION INSURANCE RENEWAL - JANUARY 1, 2021 THROUGH JANUARY 1, 2022**

Tracy McCammon, Risk Coordinator, Human Resources; and Patrick Buck, CBIZ, recommended approval of the Washington County Fire and Rescue Companies (WCFR) commercial property, auto and casualty package with VFIS Insurance Company at the estimated premium of \$343,930, workers compensation insurance with Chesapeake Employers Insurance Company at the estimated premium of \$383,529, and cyber liability with Hiscox Insurance Company at the estimated premium of \$3,893.

The total premium for all programs is \$731,352, with a total savings in premiums of \$130,222; well within budget. This request would include a down payment of \$95,882 due January 1, 2021 and the remaining balance due in nine (9) monthly installments.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to renew the commercial property, auto, and casualty package with VFIS Insurance Company at the estimated premium of \$343,930 and workers compensation insurance with Chesapeake Employers Insurance Company at the estimated premium of \$383,529; and Cyber Liability at the estimated premium of \$3,893 as presented. The motion passed unanimously.

**MARYLAND AGRICULTURAL LAND PRESERVATION PROGRAM 60/40 MATCH FOR FISCAL YEAR 2021**

Chris Boggs, Land Preservation Planner, Planning and Zoning, recommended approval of a commitment from the Agricultural Transfer Tax in the amount of \$450,000 to the 60/40 match component of the Maryland Agricultural Land Preservation Program (MALPP) for the fiscal year 2021 (FY21) cycle.

Mr. Boggs explained that each year, MALPP asks counties to obligate funds to the 60/40 match portion of the Land Preservation Easement Program. Land Preservation staff has recommended that Washington County designate \$450,000 as its 40% local match in order to receive the 60% State match of \$675,000. This commitment would result in a total funding of approximately \$1,925,000 for easement purchases in FY21, to include \$800,000 of general allotment funds received by all counties. Mr. Boggs stated that the 60/40 match commitment and General Allotment money would result in funds for land preservation easement purchases for four (4) farms.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the recommendation of a commitment from the local share of the Agricultural Transfer Tax in the amount of \$450,000 as presented. The motion passed unanimously.

**FORMAL APPROVAL TO ADOPT THE TEST AMENDMENT TO SOLID WASTE MANAGEMENT AND RECYCLING PLAN FOR WASHINGTON COUNTY, MARYLAND (SW-20-001)**

Kirk Downey, County Attorney, recommended authorization by Resolution to adopt the Text Amendment to Solid Waste Management and Recycling Plan for Washington County, Maryland (SW-20-001).

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to adopt the Resolution to adopt the Text Amendment to Solid Waste Management and Recycling Plan for Washington County, Maryland as presented. The motion passed unanimously.

(Resolution No. RS-2020-38 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)



### **RURAL BROADBAND GRANT APPLICATION SUBMITTAL**

Josh O'Neal, Director, Information Systems; Susan Buchanan, Director, Grant Management; Curtis Pendleton and Ed Brinkley, Antietam Cable, recommended approval to submit a grant application for the Fiscal Year 2021 Expansion of Existing Broadband Networks Funding Program requesting up to \$200,000 to allow Antietam Broadband to extend service to residents residing on Kaetzel Road and to accept funding as awarded, contingent upon the execution of an agreement between the County and Antietam Broadband.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the submission of a grant application and to accept awarded funding as presented. The motion passed unanimously.

### **SENATOR AMOSS FUNDING ALLOCATION**

Dave Hays, Director, Emergency Services, presented the recommendation for distribution of the Senator William H. Amoss Fire, Rescue and Ambulance Fund subsidy in the amount of \$344,909, allotted to counties by the State of Maryland for disbursement to fire and rescue companies as presented. The funds may be used toward capital expenses such as firefighting apparatus and a spending report is submitted to the County each year from companies receiving such funds.

Commissioner Keefer, seconded by Commissioner Meinelschmidt, moved to approve the recommended distribution of the Fiscal Year 2021 Senator William H. Amoss Fire, Rescue & Ambulance Fund subsidy of \$344,909 as discussed and outlined in the attachment to the Agenda Report Form. The motion passed unanimously.

### **2019 EMPG SPENDING REQUEST**

Mr. Hays presented the recommendation to purchase six (6) Motorola 8500 Dual Band mobile radios at accost of \$7,100 each, four (4) Harris Dual Band portable radios at a cost of \$4,300 each, four (4) spare Harris portable radio batteries, and four (4) Harris radio vehicle chargers at a cost of \$129.50 each; a total cost of \$60,672, which is grant funded.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the purchase as outlined in the presentation for a total cost of \$60,672. The motion passed unanimously.

### **CONVENE IN CLOSED SESSION**

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to convene in closed session at 11:22 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 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 to obtain legal advice on a legal matter, in accordance with Sections 3-305(b) (1), (4), and (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed 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; as well as the employment, recruitment, possible termination and/or assignment of County personnel and the potential filling of certain personnel vacancies; the Board provided staff direction in regards thereto. The Commissioners also discussed the proposal for a business organization to locate, expand, or remain in the State and County Additionally, the Commissioners consulted with legal counsel to obtain legal advice and provided staff with direction based on such advice.

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, Interim County Administrator/County Attorney; Krista L. Hart, County Clerk, and at various times Sara Greaves, Chief Financial Officer; Dave Hays, Director, Division of Emergency Management; Dave Chisholm, Assistant Director, DES; Chief Robert Buck, Community Rescue Service; Kevin Lewis, DES; Scott Hobbs, Director, Engineering; and Deb Condo, Deputy Director, Human Resources.

**RECONVENE IN OPEN SESSION**

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to reconvene in open session at 1:09 p.m. The motion passed unanimously.

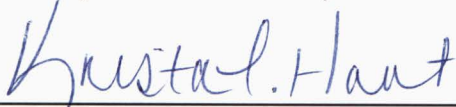
**STAFF COMMENTS**

Ms. Condo presented the recommendation to hire Mike Hyatt for the position of Plant Superintendent, Environmental Management, Grade 13, Step 1, \$52,374; the position is vacant due to the resignation of Kevin McClanathan.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the request to hire Mike Hyatt for the position as presented. The motion passed unanimously.

**ADJOURNMENT**

Commissioner Meinelschmidt, seconded by Commissioner Wagner moved to adjourn at 1:15 p.m. The motion passed unanimously.



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Krista L. Hart, *County Clerk*