



**Board of County Commissioners of Washington County, Maryland**  
**Open Session Minutes**  
**May 4, 2021**

**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 10:02 a.m. with the following members present: Vice-President Terry L. Baker, Commissioner Wayne K. Keefer, Commissioner Randall E. Wagner, and Commissioner Charles A. Burkett.

**APPROVAL OF MINUTES**

Commissioner Baker, seconded by Commissioner Wagner, moved to approve the minutes of April 13, 2021 and April 20, 2021.

**COMMISSIONERS' REPORTS AND COMMENTS**

*The Commissioners shared information on various events each attended throughout Washington County.*

Vice-President Baker requested a certificate for Merrbaugh Construction for acknowledging the historic structure on Jonathan Street, Hagerstown. The Commissioners reached a consensus to present a certificate of recognition on-site.

Commissioner Keefer discussed the Fraternal Order of Police (#150) and the potential for payroll deductions; he asked staff to follow up on the matter. The Commissioners reached a consensus to present the matter during the next Board of County Commissioners meeting.

Vice-President Baker asked staff to provide an update regarding the naming of Colonel Henry K. Douglas Drive.

Commissioner Burkett discussed events he attended throughout Washington County. Additionally, he shared information regarding a recent meeting with Mayor Emily Keller, City of Hagerstown, regarding the 911 Communications Center payment. President Cline added that he met with Mayor Keller and confirmed that a meeting between the two parties will be forthcoming.

Commissioner Wagner congratulated those elected officials in Hancock, MD.

President Cline also congratulated those in Hancock, MD. He reminded all that next week is "Washington County Gives" and encouraged all to vote. He thanked all staff for Highway Workers Appreciation Day.

**STAFF COMMENTS**

**County Clerk**

Krista Hart reminded all on how to participate in citizen comments during the Board of County Commissioner meetings.

**County Administrator**

John Martirano thanked all staff with the Highway Department; he added also thanked all the firefighters in recognition of International Firefighters Day, as well as Teacher Appreciation Week.



Mr. Martirano introduced Larry Etchison as the new Director of Human Resources. He thanked Deb Condo for her assistance and hard work throughout the absence of a Director.

**CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH**

Commissioner Baker, seconded by Commissioner Wagner, moved to convene as the Board of Health at 10:19 a.m. The motion passed unanimously.

**AWARD OF ONE (1) YEAR EXTENSION OF THE MEDICAID AMBULANCE, WHEELCHAIR, TAXI SERVICES**

Earl Stoner, Health Officer, and Daniel Triplett, Administrator, Washington County Health Department, recommended approval to grant a one (1) year extension to All American Ambulance & Transport (AAA) for the Washington County Health Department, Non-Emergency Medicaid Ambulance/Wheelchair/Taxi Service (RFP-2017-02) for the period of July 1, 2021 through June 30, 2022; all prices, terms and conditions of the original contract established through RFP-2017-02 will prevail. The Medical Assistance Program has guaranteed 100% funding to cover the entire program through its transition to the new brokerage.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the one (1) year extension to AAA for RFP-2017-02, as presented. The motion passed unanimously.

**MEMORANDUM OF UNDERSTANDING WITH THE WASHINGTON COUNTY HEALTH DEPARTMENT FOR THE DEVELOPMENT AND IMPLEMENTATION OF AN ADVERTISING CAMPAIGN TO ADDRESS VACCINE HESITANCY**

Mr. Stoner and Mr. Triplett recommended approval to authorize the Health Officer to execute a Memorandum of Understanding (MOU) between the Washington County Health Department and the Board of County Commissioners of Washington County to allow for the development and implementation of an advertising campaign to address vaccine hesitancy within Washington County, Maryland.

Commissioner Baker, seconded by Commissioner Wagner, moved to authorize the Health Officer to execute the MOU, as presented. The motion passed unanimously.

**RECONVENE AS THE BOARD OF COUNTY COMMISSIONERS, WASHINGTON COUNTY**

Commissioner Wagner, seconded by Commissioner Keefer, moved to reconvene as the Board of County Commissioners of Washington County, Maryland at 10:34 a.m. The motion passed unanimously.

**MEMORANDUM OF UNDERSTANDING WITH THE WASHINGTON COUNTY HEALTH DEPARTMENT FOR THE DEVELOPMENT AND IMPLEMENTATION OF AN ADVERTISING CAMPAIGN TO ADDRESS VACCINE HESITANCY**

Mr. Stoner and Mr. Triplett recommended approval of a Memorandum of Understanding with the Washington County Health Department and the Board of County Commissioners of Washington County, Maryland to allow for the development and implementation of an advertising campaign to address vaccine hesitancy within Washington County, Maryland. Mr. Stoner shared that 100% of the funds used for reimbursement are federal funds made available through the Maryland Department of Health under the FEMA Emergency Protective Measures grant.

Commissioner Wagner, seconded by Commissioner Baker, moved to authorize execution of the Memorandum of Understanding with the Washington County Health Department, as presented. The motion passed unanimously.



**BAKER RURAL LEGACY PROGRAM EASEMENT**

Chris Boggs, Land Preservation Planner, Planning and Zoning, recommended approval of the David L. and Barbara S. Baker Rural Legacy Program (RLP) project, paid for 100% by the Maryland Department of Natural Resources, for \$400,000 for 127 easement acres, to adopt an ordinance approving the purchase, and to authorize execution of the necessary documentation to finalize the easement purchase. Mr. Boggs shared that the property is located at 18701 Manor Church Road, Boonsboro, Maryland, and composed of primarily hay, cropland, and pasture for dairy. Mr. Boggs shared that ten (10) development rights will be extinguished with the easement.

Commissioner Baker, seconded by Commissioner Wagner, moved to approve the Baker RLP Easement, 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-2021-08 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the originals are in the County Commissioners' Office.)

**FISCAL YEAR 2022 APPALACHIAN REGIONAL COMMISSION (ARC) PRELIMINARY PROJECT DESCRIPTION REVIEW AND RANKING**

Susan Buchanan, Director, Office of Grant Management, recommended approval of the Preliminary Project Descriptions as prioritized by the County Review Committee and to forward the ranking to the Tri-County Council of Western Maryland for funding consideration. Further, Ms. Buchanan requested approval to allow applicants to proceed with application submission to the ARC for those projects that receive funding recommendation from Tri-County Council and accept grant funding for County projects approved and provided by the ARC. Ms. Buchanan stated that funding requests for Washington County's Area Development Projects include seven (7) proposed projects requesting \$874,532 in ARC funding.

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve the project description review and ranking, to allow applicants to begin the application process, and to accept grant funding for County projects, as requested. The motion passed unanimously.

**FISCAL YEAR 2022 HEALTHY FAMILIES HOME VISITING GRANT**

Allison Hartshorn, Grant Manager, Grant Management, recommended approval to submit a grant application to the Maryland Department of Education in the amount of \$277,993 and to accept funding as awarded. The Washington County Health Department is the vendor contracted to provide the services; funding of \$6,607 is included in the award for County administrative support and no County funds are involved.

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the submission of the grant application and to accept the total award funding of \$277,993 as presented. The motion passed unanimously.

*The Commissioners recessed at 10:51 a.m. and returned to the meeting at 11:01 a.m.*

**PUBLIC HEARING: 2021 AGRICULTURAL LAND PRESERVATION DISTRICT APPLICATIONS**

President Cline convened a Public Hearing at 11:01 a.m. to obtain public comment on the priority ranking of Agricultural Land Preservation Easement Applications, as recommended by the Agricultural Land Preservation Advisory Board. Chris Boggs, Land Preservation Planner, Planning and Zoning, explained the process and added that if approved, the four (4) applicants would be forwarded to the Maryland Agricultural Land Preservation Foundation (MALPF); easements would



be purchased in order from the priority list until funds are exhausted. Mr. Boggs briefed the Commissioners on each property included in the request.

Citizen comment on the matter may be submitted to the County Clerk at [khart@washco-md.net](mailto:khart@washco-md.net) or by phone at 240.313.2204 no later than Monday, May 10, 2021 by 4:00 p.m.

The matter will remain open for a period of one (1) week to permit citizen comments and consideration.

The Commissioners took no action, took the matter under advisement, and asked that it be placed on a future agenda for further consideration.

### **FISCAL YEAR 2022 GENERAL FUND AND CAPITAL BUDGET**

Sara Greaves, CFO recommended approval of the proposed General Fund budget in the amount of \$251,935,100 and the Capital Budget in the amount of \$54,832,000; and to move forward with the Public Hearing on May 18, 2021.

Commissioner Wagner, seconded by Commissioner Burkett, moved to approve the FY22 General Fund Budget for the Public Hearing on May 18, 2021, as presented. The motion passed unanimously.

Commissioner Wagner, seconded by Commissioner Burkett, moved to approve the FY22 Capital Budget for the Public Hearing on May 18, 2021, as presented. The motion passed unanimously.

### **CONVENE IN CLOSED SESSION**

Commissioner Wagner, seconded by Commissioner Baker, moved to convene in closed session at 11:18 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; any other personnel matter that affects one or more specific individuals, in accordance with Section 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 a variety of personnel matters, including the filling of vacancies and disciplinary, performance, and resignation matters,

Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Randall E. Wagner, and Charles A. Burkett. Also present were John M. Martirano, County Administrator; Krista Hart, County Clerk, and Kirk C. Downey, County Attorney and at various times: Deb Condo, Deputy Director, Human Resources.

### **RECONVENE IN OPEN SESSION**

Commissioner Wagner, seconded by Commissioner Baker, moved to reconvene in open session at 11:27 a.m. The motion passed unanimously.

### **ADJOURNMENT**

Commissioner Wagner, seconded by Commissioner Keefer, moved to adjourn at 11:28 a.m. The motion passed unanimously.



Krista L. Hart, County Clerk