



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

May 25, 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. at 100 West Washington Street, Hagerstown, Maryland, 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 Burkett, seconded by Commissioner Wagner, moved to approve the minutes of May 18, 2021. The motion passed unanimously 3-2 (Commissioners Baker and Keefer abstained).

COMMISSIONERS' REPORTS AND COMMENTS

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

Vice-President Baker wished all County employees a safe and enjoyable Memorial Day weekend.

Commissioner Keefer echoed Commissioner Baker's comments and thanked all who gave their lives for our freedom. Commissioner Keefer requested a commitment for allocation from Capital funding for repairs needed to permit schools to remain open at Cascade Elementary and Hancock Schools. The Commissioners reached a consensus to review the matter.

Commissioner Burkett reminded the citizens to show support for Cascade Elementary School by attending the public meeting this evening at Smithsburg High School, 5:00 p.m. and the Hancock Schools tomorrow evening at Hancock High School, 5:00 p.m.

Commissioner Burkett requested consensus for an allocation from Contingency Fund for Black Rock Golf Course user fees for a Commission on Aging Fundraising event to benefit the Senior Center in an amount ranging from \$3,500 - \$4,500. The Commissioners discussed the matter and instructed staff to review standard fees at Black Rock Golf Course

Commissioner Burkett moved to approve the allocation of up to \$3,500 from the Commissioner Contingency Fund for the Senior Citizens (Community on Aging) Golf Tournament Fundraiser to assist with user fees at the Black Rock Golf Course, Commissioner Baker seconded the motion. The motion passed 3-2 (Commissioner Cline and Commissioner Wagner voted "Nay"). President Cline shared his opposition to the total amount requested and suggested that the fee be reduced. Commissioner Keefer stated that the user fee waiver request process be reviewed in its entirety.

Commissioner Wagner shared information on additional non-profits and added that he does support the Commission on Aging however, he shared that the information was not presented with detail as needed. He added that the Hagerstown Regional Airport has added flights to the schedule, and he welcomed Rick Johnson, Director, who starts June 14th.

President Cline shared remembrance for all Veterans on the upcoming Memorial Day and shared information on upcoming Memorial Day events.

STAFF COMMENTS

Appointment/Reappointment to Boards and Commissions: Krista Hart, County Clerk

Veterans Advisory Committee

Commissioner Wagner, seconded by Commissioner Keefer, moved to accept the recommendation to appoint Peter McMillin to serve an unfulfilled term through February 28, 2023; this is not a paid board. The motion passed unanimously.

County Attorney

Kirk Downey wished all a Happy Memorial Day.

County Administrator

John Martirano shared that the evening meetings will resume within the next few months. He reminded the Board that the next Commissioner meeting is scheduled for June 8th.

FY21 BUDGET ADJUSTMENTS – WASHINGTON COUNTY BOARD OF EDUCATION (GENERAL FUND)

Jeffrey Proulx, Chief Operating Officer, and David Brandenburg, Executive Director of Finance, Washington County Public Schools, recommended approval to the requested adjustments to the Board of Education's FY2021 General Fund Budget. Mr. Proulx shared that the members of the Board of Education approved the changes on May 18, 2021.

Commissioner Wagner, seconded by Commissioner Baker, moved approve the FY21 Budget Adjustments for the Washington County Board of Education's General Fund, as presented. The motion passed unanimously.

FY2022 SENIOR CITIZEN ACTIVITIES CENTER OPERATING FUND GRANT APPLICATION

Allison Hartshorn, Grant Manager, Office of Grant Management, and Amy Olack, CEO, Washington County Commission on Aging, Bradley Tritch, COO, Washington County Commission on Aging, recommended approval to submit application for the Senior Citizens Activities Center Operating Fund Grant to the Maryland Department of Aging (COA) in the amount of \$27,025 and to accept awarded funding. The proposed funding in the amount of \$10,940 will be used to offset the cost of salary for the Assistant Manager of the Senior Activities Center. In addition, the amount of \$16,085 would be used to purchase cameras, microphone sets, two mobile televisions, two television stand cats and partial staffing cost for the Development Director. Recurring expenses will be the sole responsibility of the Washington County Commission on Aging.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the submission of an application in the amount of \$10,940, and to accept the funding as awarded. The motion passed unanimously.

ADMINISTRATIVE OFFICE OF THE COURTS ADDITIONAL SECURITY FUNDING

Ms. Hartshorn and Kristin Grossnickle, Court Administrator, Circuit Court, recommended approval for the acceptance of grant funds in the amount of \$82,560 for Circuit Court Security Funding. Ms. Hartshorn shared that the funding provides for the installation of bullet resistant back glazing on the existing windows in the Clerk's office and replacement of existing interior doors,

framing and hardware for the main entrance and one exterior door for the Law Library entrance and replace with Level 3 materials at the Main Entrance Lobby.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the acceptance of grant funds in the amount of \$82,560 as presented. The motion passed unanimously.

AIRPORT CORONAVIRUS RESPONSE GRANT PROGRAM GRANT OFFER – APPROVAL TO SUBMIT APPLICATION AND ACCEPT AWARDED FUNDING

Ms. Hartshorn, and Garrison Plessinger, Director, Hagerstown Regional Airport, recommended approval to submit a funding request to the Federal Aviation Administration in the amount of \$1,009,888 and to accept awarded funding. The funds are approved to be utilized for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport and debt service payments.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the submission of an application in the amount of \$1,009,888, and to accept the funding as awarded. The motion passed unanimously.

MAA GRANT – APPROVAL TO SUBMIT APPLICATION AND ACCEPT AWARDED FUNDING

Ms. Hartshorn, Mr. Plessinger recommended approval to submit a funding request to the Maryland Aviation Administration in the amount of \$45,000 and to accept awarded funding. The proposed funding is for the Terminal Access Control project.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the submission of an application in the amount of \$45,000, and to accept the funding as awarded. The motion passed unanimously.

APPROVAL OF WATER AND SEWER RATES FOR FY2022

Mark Bradshaw, Director, Environmental Management, and Sara Greaves, CFO, requested the Board adopt the proposed water and sewer rate schedule for FY2022 as presented on April 13, 2021. Mr. Bradshaw added that the increase is necessary to facilitate the Department of Water Quality's long-range financial plans. Ms. Greaves recommended adoption as presented, adding that the rate change projects an additional revenue in the amount of \$26,000 for Water and \$331,000 for Sewer.

The Commissioners discussed the information as presented, to include the need for the development of a new model.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve an increase of 3.5% to the Water and Sewer fund as presented. The motion passed unanimously.

APPROVAL OF FY2022 OPERATING AND CAPITAL BUDGETS

Ms. Greaves requested adoption of the FY2022 Capital and Operating Budgets as presented at the public hearing held May 18, 2021 at 6:00 p.m. Ms. Greaves shared that a contribution of \$53,298 above the Maintenance of Effort is allocated for the Board of Education.

Commissioner Keefer reminded Ms. Greaves of the previous consensus regarding the allocation for the repairs needed at the schools.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the FY2022 Operating and Capital Budgets as presented. The motion passed unanimously. Commissioner

Keefer thanked the citizens of Washington County and shared averages of taxes paid per individual family in Washington County.

CONVENE IN CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Burkett, moved to convene in closed session at 11:09 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 the filling of certain personnel vacancies and the hiring of certain individuals and discussed the potential appointment of specific individuals to a Board or Commission over which the Board has appointment authority and discussed the filling of certain personnel vacancies with specific candidates.

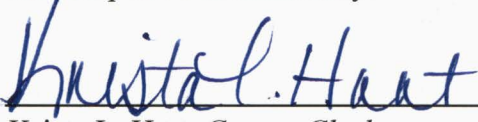
Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Randall E. Wagner, and Charles A. Burkett. Also present were John M. Martirano, County Administrator; Krista L. Hart, County Clerk, and Kirk C. Downey, County Attorney and at various times: Larry Etchison, Director, Human Resources; Andrew Eshleman, Director, Public Works; and Mark Bradshaw, Director, Environmental Management.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Keefer, moved to reconvene in open session at 11:57 a.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Baker, moved to adjourn at 11:58 a.m. The motion passed unanimously.

A handwritten signature in blue ink, reading "Krista L. Hart", is written over a horizontal line.

Krista L. Hart, *County Clerk*