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BOARD OF COUNTY COMMISSIONERS

December 14, 2021

OPEN SESSION AGENDA

- 10:00 AM MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President Jeffrey A. Cline*
APPROVAL OF MINUTES: *December 7, 2021*
- 10:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 10:10 AM STAFF COMMENTS
- 10:15 AM CITIZEN PARTICIPATION
- 10:20 AM INSURANCE RENEWAL FOR WASHINGTON COUNTY VOLUNTEER FIRE & RESCUE ASSOCIATION
Tracy McCammon, Risk Management Administrator, Human Resources; Patrick Buck, CBIZ Insurance Services
- 10:25 AM FUNDING REQUEST FROM TOWN OF BOONSBORO – DRINKING WATER RESERVOIR
Mayor Howard Long; Paul Mantello, Town Manager
- 10:35 AM PROPOSED SHARPSBURG WELL
Mark Bradshaw, Director, Environmental Management
- 10:45 AM TRANSIT CARES ACT CAPITAL FUNDING – ACCEPT AWARDED FUNDING
Kevin Cerrone, Director, Transit; Allison Hartshorn, Grant Manager, Office of Grant Management
- 10:50 AM EXPENDITURE OF ACCRUED PAYMENT-IN-LIEU OF FUNDS IN ACCORDANCE THE WITH FOREST CONSERVATION ACT
Travis Allen, Comprehensive Planner, Planning & Zoning; Elmer Weibley, District Manager, Soil Conservation District
- 10:55 AM RESCIND BID AWARD: INTG-21-0069, PURCHASE/INSTALLATION OF PLAYGROUND EQUIPMENT FOR PARKS AND RECREATION DEPARTMENT
Rick Curry, Director, Purchasing; Andrew Eshleman, Director, Public Works
- 11:00 AM BID AWARD: INTG-21-0074, PURCHASE/INSTALLATION OF PLAGROUND EQUIPMENT FOR PARKS AND RECREATION DEPARTMENT
Rick Curry, Director, Purchasing; Andrew Eshleman, Director, Public Works

- 11:05 AM AMENDMENT TO PUR-1423 AGREEMENT FOR THE PROVISION OF HEALTH SERVICES TO INCORPORATE REQUIREMENTS FOR GRANT B-123, JAIL BASED MEDICATION ASSISTED TREATMENT AND REENTRY PROGRAM
Major Craig Rowe, Warden, Washington County Sheriff's Office, Detention Center
- 11:10 AM CHIEF FINANCIAL OFFICER – STAFFING AGENCY RECRUITMENT AND PLACEMENT OPTIONS
Larry Etchison, Director, Human Resources
- 11:25 AM CLOSED SESSION - *(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.)*
- 11:55 AM RECONVENE IN OPEN SESSION
- 12:00 PM STAFF COMMENT (*continued*)

ADJOURNMENT



Agenda Report Form

Open Session Item

SUBJECT: Insurance Renewal for Washington County Volunteer Fire & Rescue Association beginning January 1, 2022, through January 1, 2023

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Tracy McCammon, Risk Management Administrator and Patrick Buck, CBIZ Insurance Services

RECOMMENDED MOTION: Move to renew the commercial property, auto and casualty package with VFIS Insurance Company at the estimated premium of \$355,921 and worker's compensation insurance with Chesapeake Employers Insurance Company at the estimated premium of \$363,591. Also, renew the additional cyber liability with Hiscox Insurance Company at the estimated premium of \$11,682.

REPORT-IN-BRIEF: Renewal quotes from insurance carriers are reflected on the attached premium comparison. Overall, we had a very good renewal.

DISCUSSION: With the exception of auto, our claim rate continues to improve as well as our worker's comp experience modification. The volunteer companies continue to work hard to keep their claim losses down, providing decreases in premiums.

FISCAL IMPACT: Total premium for all coverages is \$731,194. Actual premiums paid for CY2021 was \$735,664. There is a savings in premium of \$4,470. We are well within budget. VFIS requires a down payment of \$90,048 due on January 1, 2022. The remaining balance will be paid in nine monthly installments. Chesapeake Employers Insurance also requires a down payment of \$72,718 on January 1, 2022. Again, the remaining balance will be paid in nine monthly installments

CONCURRENCES: Larry Etchison, HR Director

ALTERNATIVES: Complete market bids with a lapse in coverage

ATTACHMENTS: Premium Comparison

AUDIO/VISUAL NEEDS: None

Washington County Volunteer Fire & Rescue
January 1, 2022 - 2023 Program Renewal
Premium Comparison

| | <u>Expiring</u> <u>1/1/2021-2022</u> | <u>Renewal</u> <u>1/1/2022-2023</u> | <u>\$</u> <u>Difference</u> | <u>%</u> <u>Difference</u> |
|------------------------------------|---|--|--------------------------------|-------------------------------|
| <u>VFIS</u> | | | | |
| Property | \$65,525 | \$68,738 | \$3,213 | 4.90% |
| Crime | \$12,992 | \$12,992 | \$0 | 0.00% |
| Portable Equipment | \$6,045 | \$5,998 | -\$47 | -0.78% |
| General Liability | \$40,539 | \$30,701 | -\$9,838 | -24.27% |
| Management Liability | \$13,882 | \$13,882 | \$0 | 0.00% |
| Excess Liability | \$30,673 | \$30,653 | -\$20 | -0.07% |
| Auto | \$178,523 | \$192,957 | \$14,434 | 8.09% |
| Total VFIS | \$348,179 | \$355,921 | \$7,742 | 2.22% |
| Cyber Liability - Additional | \$3,893 | \$11,682 | \$7,789 | 200.08% |
| <u>Chesapeake Employers</u> | | | | |
| Workers' Compensation | \$383,592 | \$363,591 | -\$20,001 | -5.21% |
| Grand Total | \$735,664 | \$731,194 | -\$4,470 | -0.61% |

Current Deductibles and Limits

| | |
|----------------------|--|
| Property | \$500 deductible |
| Crime | \$100,000 blanket limit |
| Portable Equipment | \$250 deductible |
| General Liability | \$3,000,000 aggregate limit |
| Management Liability | \$3,000,000 aggregate limit |
| Excess Liability | \$3,000,000 occurrence / \$6,000,000 aggregate limit |
| Auto | \$1,000 Collision |



Agenda Report Form

Open Session Item

SUBJECT: Funding Request from Town of Boonsboro – Drinking Water Reservoir

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Mayor Howard Long; Paul Mantello, Town Manager

RECOMMENDED MOTION: Approve funding request to assist with replacement of faulty drinking water reservoir and the purchase of a Volute Press for Wastewater Treatment Plant.

REPORT-IN-BRIEF: See attached request.

DISCUSSION: Over the past 20 years, the Town of Boonsboro has realized a loss of 30-50% of treated water due to extensive leaks in the drinking water reservoir. The cost of replacement and related appurtenances is expected to total approximately \$4.1 million dollars. Additionally, the purchase of a Volute Press for the Wastewater Treatment Plant is needed, at a cost of \$500,000, which will assist in reducing operating costs.

FISCAL IMPACT:

CONCURRENCES:

ALTERNATIVES:

ATTACHMENTS: Letter from Anthony Nally, Town of Boonsboro

AUDIO/VISUAL NEEDS:

Board of County Commissioners

100 West Washington Street
Room 1101
Hagerstown, MD 21740

Dear Jeffrey A. Cline,

On behalf of the Towns of Boonsboro and Keedysville, Maryland, I am writing to bring your attention to a critical infrastructure issue affecting both communities, with structural failure resulting in environmental and public health emergencies: Boonsboro's 1.3 million gallon drinking water reservoir, built in 1954. The towns share a drinking water system that serves a combined 4,800 residents. Over the last ten years, Boonsboro's steadily growing population increased by 11 percent, we are the 2nd largest town in Washington County. Updated and dependable infrastructure is more important than ever, to protect the health and wellbeing of residents, and the future of our growing community.

Over the past 20 years, we've carried a 30-40 %loss of treated water, equal to approximately 40 million gallons, annually; the equivalent annual usage of about 450 households. The detriment that presents for future growth and the system's capacity, and the estimated \$250,000 in lost revenue we realize, year after year, makes correcting this issue the top priority for both towns.

Over the last two years, an extensive leak search led us to the reservoir. Using new water meter technology, we were able to see that more water was entering the reservoir every day, than leaving. To confirm a leak, we conducted an "electrical resistivity" test and the Frederick County Volunteer Fire & Rescue Dive Operations Team generously offered to dive the reservoir and perform a leak survey. Both the test and survey located multiple leaks and areas showing serious

structural decay. We estimate the reservoir loses 15,000-25,000 gallons of treated water, per day, for the last 20 years.

Speaking with our engineering consultant, we expect the cost of replacement and related appurtenances to total approximately \$4.1 million dollars. Our engineer is working on a preliminary engineering report, and we should have some firm cost figures, before the end of the year. Needless to say, we don't have the resources needed to fund such an expensive, but vitally important capital project.

Additionally, we are moving forward with the purchase of a Volute Press for our Waste Water Treatment Plant, to reduce operating cost. This project will cost over \$500,000 dollars but will greatly reduce our operating cost moving forward.

We are reaching out to the Washington County Commissioners for a funding request, we realize that these projects will require the Town of Boonsboro to provide funding as well, but with the cost of these two projects being over \$4.6 million dollars we will need help.

As the Assistant Treasurer and Council Member for Boonsboro, as well as the liaison to the Boonsboro Municipal Utility Commission I have been directly involved since the beginning 2 years ago. We have been working diligently to reduce our water loses and correct operational expenses accordingly.

These projects will need your attention and help, please feel free to contact me directly should you have any questions.

Respectfully,

Anthony Nally

Anally@townofboonsboro.com

301.992.4679



Agenda Report Form

Open Session Item

SUBJECT: Proposed Sharpsburg Well

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Mark D. Bradshaw, PE, Director, Environmental Management

RECOMMENDED MOTION: Approve funding for drilling of a well utilizing General Funds.

REPORT-IN-BRIEF: The Environmental Management Advisory Committee recommended that the County explore the possibility of drilling a well as a supplemental water source for Sharpsburg.

DISCUSSION: The Town of Sharpsburg owns the property adjacent to the existing elevated water storage tank and have offered to allow the County to drill a well on their property. The Town has an existing well on this property that was drilled in 2011 that is used to irrigate the Town owned ball fields. The existing well is 182 feet deep and produces 70 gallons per minute. The County has tested the water and found it to have slightly high iron concentration along with higher-than-normal hardness, but both are treatable.

Based on the existing quantity and quality I calculated what the protentional cost savings would be for using the well to supplement 25%, 50%, and 75% of the water usage. The estimated potential savings are \$5,592, \$38,569, and \$109,103 respectively per year.

The only way to determine potential cost savings more accurately is to know the actual quality and quantity of the water and the only way to determine this is to drill the well. If the well produces similar quality and quantity of water as the existing well, the estimated cost to develop the well, provide treatment, and connect it to the system is \$254,813.

FISCAL IMPACT: Drilling the well for water evaluation is approximately \$30,000. If viable, total project cost should be less than \$300K.

CONCURRENCES: County Administrator and Chief Financial Officer

ALTERNATIVES: Continue to use the Potomac River as the only source of water

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: None



Agenda Report Form

Open Session Item

SUBJECT: Transit CARES Act Capital Funding-Accept Awarded Funding

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Kevin Cerrone, Director, Washington County Transit, and Allison Hartshorn, Grant Manager, Office of Grant Management

RECOMMENDED MOTION: Move to approve the acceptance of \$2,784,236 from the Maryland Department of Transportation/ Maryland Transit Administration.

REPORT-IN-BRIEF: The proposed funding is for Capital expense relief due to COVID-19.

DISCUSSION: Washington County Transit (WCT) is the sub-recipient of federal CARES Act funds in the amount of \$2,784,236. Administered by the Maryland Department of Transportation/ Maryland Transit Administration (MDOT/ MTA), the multi-year project is documented as an amendment to the previously executed FY '20 Annual Transportation Plan (ATP).

This Plan was originally presented to the Washington County Board of County Commissioners (BOCC) on September 25, 2019, for the purpose of application and receipt of federal, state and local transit funding. The CARES Act funds now associated with the Plan will be eligible for COVID-19 related Capital equipment and Capital improvements/acquisitions. The Project Time Period will be extended as necessary by MDOT/ MTA until all funds have been completely drawn down. The funds are 100% federal dollars with no state or local match requirement. The funds may not be used as a substitute for required annual FTA Formula 5307 Small Urban Program Capital or operational fund matches.

As a sub-recipient, WCT will use these funds for the following capital procurements: three Medium Replacement Buses, two Small Replacement Buses, one support vehicle and Preventative Maintenance funding.

FISCAL IMPACT: N/A

CONCURRENCES: Susan Buchanan, Director, Office of Grant Management

ALTERNATIVES: Deny acceptance of funds

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A

Agenda Report Form

Open Session Item

SUBJECT: Expenditure of accrued payment-in-lieu (PIL) of funds in accordance with the Forest Conservation Act

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Travis Allen, Comprehensive Planner, Planning and Zoning; Elmer Weibley, District Manager, Washington County Soil Conservation District

RECOMMENDED MOTION: Motion to approve the expenditure of PIL funds for acquisition and implementation of easements related to forest conservation for Charles Semler

REPORT-IN-BRIEF: The County has an executed Memorandum of Understanding with the Washington County Soil Conservation District (WCSCD) to assist us in the expenditure of accrued PIL funds in accordance with the Maryland Forest Conservation Act and the Washington County Forest Conservation Ordinance (FCO). The responsibility of the WCSCD is to seek out property owners who are willing to voluntarily encumber their property with a permanent easement for the purpose of retaining or planting forested areas. WCSCD also oversees all aspects of easement implementation including survey work, site prep, installation and maintenance of the easements.

WCSCD has received interest from Mr. Semler as a potential area for easement acquisition. The site scores well on their ranking system, particularly for their proximity to high priority waterways such as Beaver Creek and Antietam Creek, and are therefore recommended for acquisition.

DISCUSSION: The Maryland Forest Conservation Act requires counties across the State to implement standards to help protect forest resources threatened by growth and land development. The Washington County Forest Conservation Ordinance implements these regulations primarily through our development review processes. New development that meets the threshold of a regulated activity under the FCO is required to provide mitigation for impacts on forest resources.

The FCO outlines several mitigation options that developers may use to mitigate for forest impacts. The highest priority among these options is always the retention of existing forest or planting new forest on the site where the regulated activity is taking place. When onsite mitigation is not possible, one method of off-site mitigation is for the developer to simply pay a fee to meet forest conservation requirements. These funds are deposited into a dedicated account and accrued until such time as sufficient funds are available to establish easements elsewhere in the County.

FISCAL IMPACT: N/A. All work completed under this task will be paid for with funds committed by various developers as mitigation fees.

CONCURRENCES: Washington County Planning Commission

ALTERNATIVES: If the County does not expend the PIL funds in accordance with the Maryland Forest Conservation Act then all funds collected must be returned to the various developers who must then expend the funds by finding mitigation options themselves.

ATTACHMENTS: FCA Candidate packet from WCSCD

AUDIO/VISUAL NEEDS: N/A



WASHINGTON COUNTY SOIL CONSERVATION DISTRICT

1260 Maryland Avenue, Suite 101 • Hagerstown, MD 21740
(301)797-6821, Ext. 3

facebook.com/wcscd
www.conservationplace.com

TO: Jill Baker, Director
Travis Allen, Comprehensive Planner
Department of Planning and Zoning

FROM: Elmer D. Weibley, CPESC, District Manager
Dee Price, CESSWI, CSI, Assistant Manager

DATE: November 15, 2021

SUBJECT: FCA Candidate

A handwritten signature in blue ink, appearing to read "EDW", is written over the name "Elmer D. Weibley" in the "FROM:" line.

We have attached information regarding a landowner, who have expressed interest in moving forward with creating Forest Conservation Easements, on his property. Both parcels were evaluated and scored using the adopted ranking criteria for planting and existing forested sites.

We have provided the information below for each site, as well as, a summary spreadsheet with our cost estimates and ranking scores:

1. Map of subject property
2. Descriptive paragraph/planting plan for each property prepared by the DNR County Forester, Aaron Cook
3. Project Ranking Sheet

We hope to present this project in conjunction with Frederick, Seibert & Associates, Inc. (FSA's) plat presentation (SI-21-020) for these parcels. Please see the attached email to Scott Stotemyer for further clarification.

We look forward to presenting this candidate for consideration at the December Planning Commission Meeting and will be happy to answer any questions and provide any further information prior to and/or at that time.

Please contact our office at 301-797-6821, Ext. 3 if you have any questions.

District Board of Supervisors

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Associate



DEPARTMENT OF PLANNING & ZONING
COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

MEMORANDUM

TO: Washington County Planning Commission
FROM: Travis Allen, Comprehensive Planner
DATE: December 6, 2021
RE: Easement Candidate for Expenditure of Payment In Lieu (PIL) Funds

Attached you will find supporting documentation from the Washington County Soil Conservation District (SCD) and Maryland Forest Service (MFS) about a candidate for the expenditure of PIL funds. PIL funds are collected in a dedicated account managed by the County from development projects that cannot meet their forest mitigation requirements through other options outlined in Article 10.1 of the County's Forest Conservation Ordinance. The SCD works to expend these accrued funds by engaging willing landowners to create permanent forest easements on their property.

Enclosed for your review of the easement candidate is an informational packet compiled by the SCD. It includes maps of the areas proposed for planting and retention, a forest stewardship plan prepared by the MFS which describes recommended sustainable forestry practices for these lands which meet landowner objectives, project ranking sheets, and a cost breakdown of the project to be deducted from available funds.

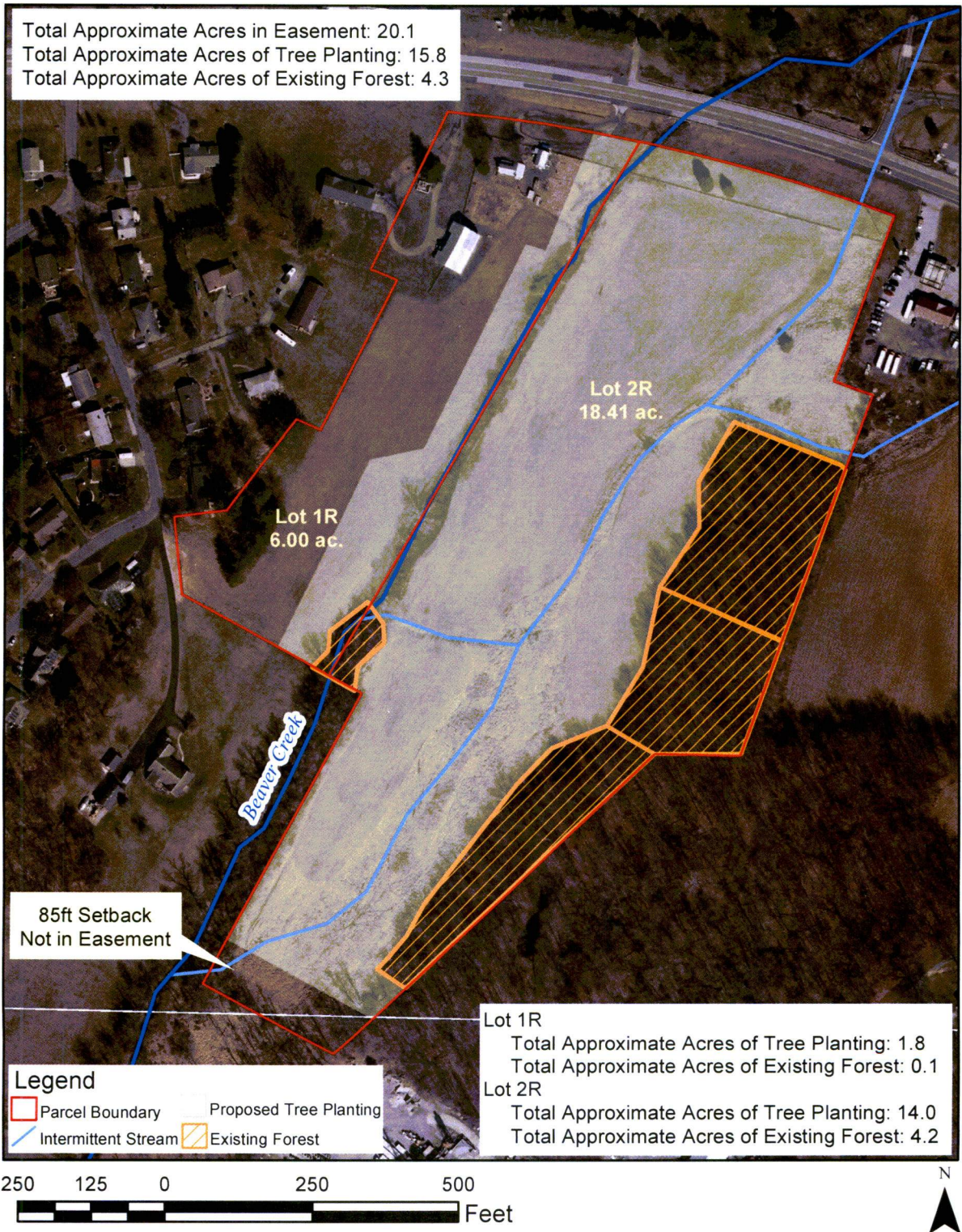
If you have questions or comments regarding this request, please contact me using the information provided below.

Travis Allen
Comprehensive Planner
(240) 313-2432
tallen@washco-md.net

Proposed Forest Conservation Easement

Client(s): Charles Semler

Total Acres: 24.41 ac.



FOREST STEWARDSHIP PLAN
Forest Planting Plan

For

CR Semler, LLC
c/o Charlie Semler
11664 Mapleville Road
Smithsburg, MD 21783

Location

Jefferson Boulevard, Smithsburg, MD 21783
On the south side of Jefferson Boulevard, approximately 0.4 miles west of Mapleville Road.

Geographic Coordinates

Latitude – 39° 38' 30"
Longitude – -77° 35' 41"

Tax Record

Map – 51
Parcel – 1R

Maryland Eight Digit Watershed

Antietam Creek – 02140502

In

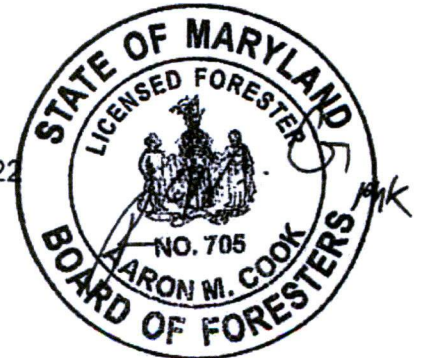
Washington County

On

1.8 acres of tree planting
0.1 acres of existing forest

Prepared by

Aaron M. Cook, Forester
Maryland Forest Service
14038 Blairs Valley Road, Clear Spring, MD 21722
301 – 791 – 4733
aaron.cook@maryland.gov





Legend

- Property Boundary
- Planting Area
- 1 Stand Number
- Road
- Stream
- Intermittent Stream
- FORI

330 165 0 330 660 Feet

This map is for planning purposes only.
This map is not a boundary survey.



Tree Planting Map
for
CR Semler c/o C. Semler
Acres: 1.8
County: Washington
Scale: 1" = 330'
Prepared by: A. Cook
October 2021



PROPERTY DESCRIPTION AND LANDOWNER OBJECTIVE

PROPERTY DESCRIPTION

The site is located on the south side of Jefferson Boulevard, approximately 0.4 miles west of Mapleville Road, in northeastern Washington County. A mixture of agriculture and residential uses dominate the area. Topography is primarily level within the area to be planted. The area to be planted is comprised of one field, adjacent to Beaver Creek.

The site consists of two soil types, Lindsides silt loam occupies the majority of the floodplain area, while Ryder-Duffield channery silt loams underlie the more upland edges of the planting area. Lindsides soils are very deep and moderately well drained. These soils formed from weathered limestone on adjacent uplands that has been deposited by floodwaters over time. Ryder-Duffield soils are moderately deep and well drained. These soils are derived from weathered calcareous shale and limestone and are common on uplands in the Hagerstown Valley. Both of these soil types are considered to be of excellent productivity with limitations to productivity caused by flooding in lower areas.

LANDOWNER OBJECTIVES

The Washington County Soil Conservation District, potential easement holder for the conservation area, desires to plant trees in the delineated planting site to establish riparian forest buffer along Beaver Creek. Additionally, these planted trees will enhance wildlife habitat benefits, future forest growth potential, and soil and water quality. These plantings will be accomplished under the program guidelines of the Washington County Forest Resource Ordinance.

FORESTS OF RECOGNIZED IMPORTANCE

This property was checked for the presence of Forests of Recognized Importance (FORI) as part of the Forest Stewardship Planning process. FORI are areas of woodland that have been identified at a larger landscape level which contain exceptional, social, cultural or biological resource values. In Maryland, FORI have been defined as those streamside woodland areas (also known as riparian woodland areas) which are of special importance to protecting the water quality of the Chesapeake Bay. Specifically, these important riparian woodland areas are identified using specific data sets from the Maryland Biological Stream Survey, the Maryland Department of the Environment, and the Maryland Fisheries Services. Collectively, the woodland areas adjacent to these high-quality stream areas – that is, within a 100-foot stream buffer area – are defined as Forests of Recognized Importance. Your woodland was checked for the presence of FORI as part of the Forest Stewardship Planning process and a FORI area was identified in your woodland. The FORI is identified on the map included with this plan. When planning any forest management activities within this FORI area, you should work with a professional forester to ensure that the planned forest management activity does not harm or diminish the high-quality stream resource that designates this as a FORI.

CULTURAL AND HISTORIC RESOURCES

The property was checked for cultural and historic resources as part of the Forest Stewardship Planning process using data provided by the Maryland Historic Trust (MHT), and no resources were noted as being located on the property.

RARE, THREATENED, AND ENDANGERED SPECIES

Based on nontidal wetland maps; rare, threatened and endangered species guidance maps, and a review of the State Natural Heritage database; no threatened or endangered species are found on the property.

SPECIAL SITES

Special sites are those areas in a woodland that offer unique historical, archeological, cultural, geological, biological or ecological value. From this definition, it can be noted that special sites include a wide variety of features. Based on a review of the relevant information available, no special sites were noted as being present on your property.

DEFINITION OF TERMS

STAND: A basic forest management unit. A grouping of trees which are uniform in species composition, age arrangement, and condition, and are distinguishable.

DOMINANT SPECIES: Those tree species which dominate the stand.

DEVELOPMENT STAGE: The size class of the trees which are predominant in the stand.

These classes include:

Seedling - Up to 0.9" in caliper (Diameter measured 6" above ground level)

Sapling - 1" to 5.9" DBH (Diameter measured 4 ½ feet above ground level)

Pole - 6" to 10.9" DBH

Sawtimber - 11" DBH and larger

AGE: A system of classifying stands based on the arrangement of the ages of the trees in the stand.

Even-aged - Trees have relatively small differences in age. (80% of the trees are no more than 10-20 years different in age.)

Uneven-aged - Three or more age classes of trees represented.

Two-aged - Two distinct age classes of trees present. (Twenty or more years different in age.)

All-aged - All, or almost all, age classes of trees represented.

STOCKING: The number of trees growing in a stand.

High - too many trees, diameter growth rate is below normal.

Adequate - an optimum number of trees which have sufficient room to grow at an acceptable rate.

Low - an insufficient number of trees; the stand is not producing at full potential.

DESIRABLE - UNDESIRABLE: The percentage of desirable or undesirable trees. Desirability of a tree is based on the form of the tree (straight, crooked), species depending on the owner's objective, local markets, and the presence of disease or insects.

SITE GROWTH POTENTIAL: The inherent capacity of the site, which is made up of soil, moisture, topography and other environmental factors for tree growth. This is expressed in the terms: excellent, good, average, fair, poor. It is based on site index which is a standard based on the height a dominant tree reaches at age 50.

RECOMMENDATIONS: The practices which you as a landowner should follow to obtain your management objectives. Specific descriptions are included with the report.

BASAL AREA: A measure of density of stocking. It is the area of the cross-section of tree stems including bark at breast height, measured in square feet.

RESIDUAL STAND: The stand remaining after a partial harvest, such as a thinning or other treatment.

MAST: Collective name for fruits, nuts, and seeds produced by trees and shrubs. Mast can be hard or soft, e.g., acorns and hickory nuts vs. black cherries and dogwood berries

RECOMMENDATIONS/PRACTICES

STAND 1

This stand, 1.8 acres, encompasses the entire area to be planted on the property. This area has been maintained as a hay field. Site preparation does not need to be performed here to make the area ready for planting and to facilitate early seedling growth. For optimum seedling survival, planting should occur between March 1 and April 15.

The planting will consist of a minimum of at least three large growing tree species and two shrub/ small tree species suited to the growing conditions of the site. All tree species are to be planted at a rate of 435 seedlings per acre, equivalent to a 10' x 10' spacing. Upland small flowering trees should be planted along the upland edges of the planting area for added visual softening and increased wildlife value, while wet site shrubs should be planted in the first row adjacent to Beaver Creek. Upland oaks should be planted amongst the upland small flowering trees, while remaining large growing trees should be planted in rows in the remaining open areas. Large growing deciduous tree species suitable for this planting include red maple, hackberry, black walnut, yellow-poplar, sycamore, white oak, black cherry, swamp white oak, and black oak. Finally, suitable small tree species include eastern redbud, hawthorn, persimmon, Chickasaw plum, silky dogwood, and blackhaw. A recommended list of tree and shrub species suitable to the site has been included in the packet.

The planting in this stand will consist of approximately 450 large growing deciduous trees and 200 deciduous small trees. Only native species will be planted here. Five-foot tree shelters, with protective bird mesh, are recommended to be placed over all planted deciduous tree seedlings. Please refer to the enclosed information on tree shelter use. This stand will require 650 tree shelters and stakes total.

Existing Invasive Woody Vegetation

Unfortunately, the existing areas of forest along Beaver Creek also support nonnative invasive plants such as ailanthus, or tree-of-heaven, multiflora rose, and callery pear. Many of these plants are aggressive invaders which can readily dominate a site at the expense of more desirable native vegetation, arresting the normal process of forest succession. Small concentrations of multiflora rose are present in the understory. Ailanthus and callery pear were less common, being mostly observed along the northern boundary of the property and the levee of Beaver Creek.

Ailanthus and callery pear are nonnative trees which thrive on disturbance and grows faster than most native trees if provided openings. Worse yet, ailanthus is allelopathic. This term describes the tree's ability to produce toxins in the soil around the tree, preventing other plants from growing and competing with the tree. It is important to note that in the case of Ailanthus, simply cutting the trees down creates a "hydra" effect in that the cut tree will produce hundreds of root suckers, each

capable of becoming as big or bigger than the original tree thus compounding the original problem. To address this problem, herbicide application by basal bark method is usually done on established tree-of-heaven and callery pear trees from early summer (late June) until October, with a follow up foliar spray applied in the following summer to ensure that any root suckers of the tree-of-heaven are killed. The basal bark method involves applying a systemic herbicide (Pathfinder II) to the bark of the tree. This herbicide translocates through the bark and into the root system of the tree, killing it. Good control can also be achieved using the basal bark method in mid-winter months when it is easier to access the main stem of the tree. This control will also need to continue in the future on an as needed basis as more Ailanthus trees regenerate from seed.

Multiflora rose is a non-native plant that invades abandoned farmland and woodlots. This climbing shrub can pull down and choke out native plants, offering little benefit to wildlife. Chemical control using a targeted application of a nonselective herbicide foliar spray is effective at controlling this invasive plant. Information regarding control of these plants has been included.

Continuous Management and Maintenance

In order to help ensure adequate levels of plantation survival and growth, maintenance of the practice will be necessary until the trees are considered established. This includes control of competing vegetation, monitoring and limiting the spread of invasive species, monitoring for insects and disease, and maintenance of tree shelters.

Competing vegetation to all new tree seedlings will need to be controlled for three to five years after planting. In the first year of planting, a strip application, or a spot spray application of both a nonselective and preemergent herbicide will need to be applied along each planting row approximately one month after planting. Thereafter, herbaceous competition control can be accomplished by monthly strip mowing between the rows during the growing season; by spring strip herbicide applications between rows followed by mowing in late August through October; or by 3' minimum width strip spraying or 2' minimum radial spot spraying within the planted rows coupled with mowing between the planted rows in the late spring and late summer. Where herbicides are used, all seedlings must be protected by either tree shelters or some other physical barrier so as to prevent damage to them. In addition to vegetation control around the planted trees, vole predation should be monitored, and rodenticide applied if damage from rodent herbivory is at unacceptable levels.

Woody and herbaceous tree and vine competition control within the shelters themselves may also become necessary. Invasive woody species seeds are often transported into the tree shelters by birds, where they become established and compete with the planted tree inside the shelter. Coupled with annual shelter maintenance, the landowner should examine shelters for the presence of undesirable shrub and vine species within the shelter. In most cases, noxious woody weeds inside the shelter can be hand pulled by loosening the zip ties and lifting the shelter. Be sure to properly reinstall the shelter and retighten the zip ties after removal. Noxious shrub and vine species growing outside the shelter, but in competition with the planted tree, can be managed through cutting, hand pulling, or with a foliar herbicide application in accordance with the previously mentioned recommendations.

Maintenance should continue until the planting is considered established and free of harmful competition from surrounding vegetation. Annual tree shelter inspection and maintenance, as needed, is also recommended. Tree shelters can be removed when the trees are larger than 2" in diameter where they emerge from the top of the shelter. However, trees can remain in the shelters to protect them from deer rubbing until they start to split the shelters themselves. If bark rot becomes an issue from water pooling inside the shelter against the tree stem, promptly remove the shelters from affected trees and those similar to them. Fertilization of the seedlings is neither recommended nor required for this planting. Further maintenance activities are left to the discretion of the landowner. Information regarding regular maintenance activities, timing, and execution has been included in the packet.

ADDITIONAL COMMENTS

The Maryland Forest Service offers a wide variety of seedlings annually for conservation plantings. Due to limited quantities, landowners are encouraged to place orders as soon as possible. Orders are generally taken from November through February. A mechanical tree planter and planting bars are also available for rental on a first come-first served basis from the Forest Service. Please contact the Forest Service for additional assistance in selecting trees and reserving tree planting equipment.

Many natural areas in Maryland are negatively impacted by a variety of nonnative plants, insects, and diseases. Collectively known as invasive species, these nonnative organisms have the ability to invade natural areas and take over their ecosystems at the expense of native plants and animals. Mile-a-minute, ailanthus, autumn olive, Canada thistle, Japanese stilt grass, garlic mustard, gypsy moth, emerald ash borer, multiflora rose, callery pear, and kudzu are some well known invasive species found throughout the region. Such invasive plants and insects can become quite problematic for forest landowners. From vines that take over disturbed areas and forest edges and canopies, to insects that defoliate and girdle trees, to diseases that kill desirable tree species, these invasives not only have the ability to decimate the natural ecosystem, but they are also difficult to control. Identifying invasive species that may be present in your woodland and minimizing their spread is an important activity toward maintaining a healthy forest. If any invasive species were observed during the development of this Forest Stewardship Plan, they will be noted in the Stand recommendations. Since these invasives can become established at anytime, however, you should continually monitor your woodland for any encroachment of invasive species. Most invasive species can be controlled with persistent efforts, but you need to know the correct approaches so as to avoid wasted effort and money. Contact the MD DNR Forest Service for further assistance if you note any occurrence of invasive species on your property. Information sheets on selected forest invasive species can be found on the DNR Forest Service website at: <http://www.dnr.maryland.gov/forests/programapps/pests.asp>. Additional information on invasive species, as well as many other useful and informative web links related to this topic can be found on the DNR Wildlife and Heritage website at: <http://www.dnr.state.md.us/invasives/index.asp>. Please utilize these web links to improve your knowledge in identifying and controlling invasive species in your woodland.

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and prevent erosion. Riparian forests also directly provide organic particulate matter that serves as the building block of the aquatic food chain. Many species of wildlife depend upon riparian forests for their entire life cycles, while others are dependent upon them as travel corridors between habitat types. Riparian areas are also often highly productive growing sites that can result in quality timber stands. These benefits can be realized here through the sound management of the riparian forests being established on the property.

MANAGEMENT PRACTICE SCHEDULE

| COMPLETION DATE | PRACTICE | STAND | ACRES |
|-------------------|--|-------|-------|
| Fall/ Winter 2021 | Field delineate planting area. | 1 | 1.8 |
| March-April 2022 | Plant seedlings. | 1 | 1.8 |
| Summer 2022 | Plantation maintenance to include strip spraying, mowing, controlling competing vegetation, and shelter maintenance. | 1 | 1.8 |
| Summer 2022 | Control invasive woody plant vegetation in existing areas of forest. | 1 | 0.25 |
| | | | |
| March-April 2023 | Reinforcement planting, if necessary | 1 | 1.8 |
| 2023 | Plantation maintenance to include strip spraying, mowing, controlling competing vegetation, and shelter maintenance. | 1 | 1.8 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Annually | Any plantation maintenance needed to ensure planting survival and growth until trees are well established: Control of competing vegetation, monitor and limit the spread of invasive plant species, tree shelter maintenance, monitor for damage from insects and disease. | 1 | 1.8 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| 2036 | Update Plan | 1 | 2 |
| | | | |

To provide you further assistance and advice in carrying out the recommended practices, please contact
Aaron Cook, Forester.

Telephone Numbers

Forestry – 301-791-4733

Suggested planting list

CR Semler, LLC
c/o Washington County Soil Conservation District

Location: Jefferson Boulevard, Smithsburg, MD 21783
On the south side of Jefferson Boulevard, approximately 0.4 miles west of
Mapleville Road.

Latitude – 39° 38' 30"
Longitude – -77° 35' 41"

Forest Conservation Easement Planting

1.8 acres
Trees= 650

Shelters & Stakes= 650

Spot or strip spray planted rows, post-planting – nonselective with pre-emergent.
Approximately, ¼ acre of invasive woody vegetation control (Hack & Squirt or
basal bark Bradford Pear/ Ailanthus, non-selective spot spray multiflora rose) in
existing areas of forest along Beaver Creek.

| | |
|-------------------|----|
| Red maple | 25 |
| Hackberry | 50 |
| Black walnut | 50 |
| Yellow-poplar | 50 |
| American Sycamore | 25 |
| White oak* | 50 |
| Black cherry | 50 |
| swamp white oak | 75 |
| Black oak* | 75 |
| eastern redbud* | 25 |
| hawthorn* | 25 |
| persimmon* | 25 |
| chicksaw plum* | 25 |
| Silky dogwood** | 50 |
| Blackhaw** | 50 |

*Along upland edges of planting.

**First row adjacent to Beaver Creek.

FOREST STEWARDSHIP PLAN
Forest Planting Plan

For

CR Semler, LLC
c/o Charlie Semler
11664 Mapleville Road
Smithsburg, MD 21783

Location

Jefferson Boulevard, Smithsburg, MD 21783
On the south side of Jefferson Boulevard, approximately 0.4 miles west of Mapleville Road.

Geographic Coordinates

Latitude – 39° 38' 28"
Longitude – -77° 35' 36"

Tax Record

Map – 51
Parcel – 2R

Maryland Eight Digit Watershed

Antietam Creek – 02140502

In

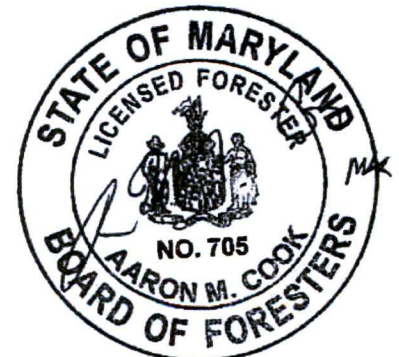
Washington County

On

14 acres of tree planting
4.2 acres of existing forest

Prepared by

Aaron M. Cook, Forester
Maryland Forest Service
14038 Blairs Valley Road, Clear Spring, MD 21722
301 – 791 – 4733
aaron.cook@maryland.gov





Legend

- Property Boundary
- Planting Area
- ① Stand Number
- Road
- Stream
- Intermittent Stream

FORI

330 165 0 330 660 Feet

This map is for planning purposes only.
This map is not a boundary survey.



Tree Planting Map
for
CR Semler c.o C. Semler
Acres: 14
County: Washington
Scale: 1" = 330'
Prepared by: A. Cook
October 2021



MARYLAND
DEPARTMENT OF
NATURAL RESOURCES



PROPERTY DESCRIPTION AND LANDOWNER OBJECTIVE

PROPERTY DESCRIPTION

The site is located on the south side of Jefferson Boulevard, approximately 0.4 miles west of Mapleville Road, in northeastern Washington County. A mixture of agriculture and residential uses dominate the area. Topography is primarily level within the area to be planted. The area to be planted is comprised of one field, broken into two stands delineated by their proximity to Beaver Creek and an unnamed intermittent stream.

The site consists of three soil types, Lindsides silt loam occupies the majority of the floodplain area adjacent to Beaver Creek, while Dryrun gravelly loam underlies the areas surrounding the intermittent stream. Lastly, Murrill gravelly loam occupies the more upland edges of the planting area and adjacent existing forest. Lindsides soils are very deep and moderately well drained. These soils formed from weathered limestone on adjacent uplands that has been deposited by floodwaters over time. Dryrun soils are also very deep and moderately well drained, but with slow permeability that causes wetland conditions. These soils are derived from old floodplain deposits eroded from the surrounding mountains over weathered limestone. They are common along drainageways. Murrill soils are very deep and well drained, having been formed from weathered acidic sandstone, deposited by gravity from surrounding mountains, over weathered limestone. Both Lindsides and Dryrun soil types are considered to be of excellent productivity with limitations to productivity caused by flooding in lower areas, while Murrill soils are more droughty and considered of average fertility.

LANDOWNER OBJECTIVES

The Washington County Soil Conservation District, potential easement holder for the conservation area, desires to plant trees in the delineated planting site to establish riparian forest buffer along Beaver Creek. Additionally, these planted trees will enhance wildlife habitat benefits, future forest growth potential, and soil and water quality. These plantings will be accomplished under the program guidelines of the Washington County Forest Resource Ordinance.

FORESTS OF RECOGNIZED IMPORTANCE

This property was checked for the presence of Forests of Recognized Importance (FORI) as part of the Forest Stewardship Planning process. FORI are areas of woodland that have been identified at a larger landscape level which contain exceptional, social, cultural or biological resource values. In Maryland, FORI have been defined as those streamside woodland areas (also known as riparian woodland areas) which are of special importance to protecting the water quality of the Chesapeake Bay. Specifically, these important riparian woodland areas are identified using specific data sets from the Maryland Biological Stream Survey, the Maryland Department of the Environment, and the Maryland Fisheries Services. Collectively, the woodland areas adjacent to these high-quality stream areas – that is, within a 100-foot stream buffer area – are defined as Forests of Recognized Importance. Your woodland was checked for the presence of FORI as part of the Forest Stewardship Planning process and a FORI area was identified in your woodland. The FORI is identified on the map included with this plan. When planning any forest management activities within this FORI area, you should work with a professional forester to ensure that the planned forest management activity does not harm or diminish the high-quality stream resource that designates this as a FORI.

CULTURAL AND HISTORIC RESOURCES

The property was checked for cultural and historic resources as part of the Forest Stewardship Planning process using data provided by the Maryland Historic Trust (MHT), and no resources were noted as being located on the property.

RARE, THREATENED, AND ENDANGERED SPECIES

Based on nontidal wetland maps; rare, threatened and endangered species guidance maps, and a review of the State Natural Heritage database; no threatened or endangered species are found on the property.

SPECIAL SITES

Special sites are those areas in a woodland that offer unique historical, archeological, cultural, geological, biological or ecological value. From this definition, it can be noted that special sites include a wide variety of features. Based on a review of the relevant information available, no special sites were noted as being present on your property.

DEFINITION OF TERMS

STAND: A basic forest management unit. A grouping of trees which are uniform in species composition, age arrangement, and condition, and are distinguishable.

DOMINANT SPECIES: Those tree species which dominate the stand.

DEVELOPMENT STAGE: The size class of the trees which are predominant in the stand. These classes include:

Seedling - Up to 0.9" in caliper (Diameter measured 6" above ground level)

Sapling - 1" to 5.9" DBH (Diameter measured 4 ½ feet above ground level)

Pole - 6" to 10.9" DBH

Sawtimber - 11" DBH and larger

AGE: A system of classifying stands based on the arrangement of the ages of the trees in the stand.

Even-aged - Trees have relatively small differences in age. (80% of the trees are no more than 10-20 years different in age.)

Uneven-aged - Three or more age classes of trees represented.

Two-aged - Two distinct age classes of trees present. (Twenty or more years different in age.)

All-aged - All, or almost all, age classes of trees represented.

STOCKING: The number of trees growing in a stand.

High - too many trees, diameter growth rate is below normal.

Adequate - an optimum number of trees which have sufficient room to grow at an acceptable rate.

Low - an insufficient number of trees; the stand is not producing at full potential.

DESIRABLE - UNDESIRABLE: The percentage of desirable or undesirable trees. Desirability of a tree is based on the form of the tree (straight, crooked), species depending on the owner's objective, local markets, and the presence of disease or insects.

SITE GROWTH POTENTIAL: The inherent capacity of the site, which is made up of soil, moisture, topography and other environmental factors for tree growth. This is expressed in the terms: excellent, good, average, fair, poor. It is based on site index which is a standard based on the height a dominate tree reaches at age 50.

RECOMMENDATIONS: The practices which you as a landowner should follow to obtain your management objectives. Specific descriptions are included with the report.

BASAL AREA: A measure of density of stocking. It is the area of the cross-section of tree stems including bark at breast height, measured in square feet.

RESIDUAL STAND: The stand remaining after a partial harvest, such as a thinning or other treatment.

MAST: Collective name for fruits, nuts, and seeds produced by trees and shrubs. Mast can be hard or soft, e.g., acorns and hickory nuts vs. black cherries and dogwood berries

RECOMMENDATIONS/PRACTICES

STAND 1

This stand, 8.5 acres, encompasses three fields to be planted on the property. These fields have been maintained as hay field. Site preparation does not need to be performed here to make the area ready for planting and to facilitate early seedling growth. For optimum seedling survival, planting should occur between March 1 and April 15.

The planting will consist of a minimum of at least three large growing tree species and two shrub/ small tree species suited to the growing conditions of the site. All tree species are to be planted at a rate of 435 seedlings per acre, equivalent to a 10' x 10' spacing. Upland small flowering trees should be planted along the open upland edges of the planting area for added visual softening and increased wildlife value, while wet site shrubs should be planted in the first row adjacent to Beaver Creek. Upland oaks should be planted amongst the upland small flowering trees, while remaining large growing trees should be planted in rows in the remaining open areas. Large growing deciduous tree species suitable for this planting include red maple, hackberry, black walnut, yellow-poplar, sycamore, eastern cottonwood, white oak, black cherry, swamp white oak, pin oak, chinkapin oak, sassafras, swamp chestnut oak, northern red oak, red elm, and black oak. Finally, suitable small tree species include eastern redbud, hawthorn, persimmon, Chickasaw plum, silky dogwood, and blackhaw. A recommended list of tree and shrub species suitable to the site has been included in the packet.

The planting in this stand will consist of approximately 2,925 large growing deciduous trees and 350 deciduous small trees. Only native species will be planted here. Five-foot tree shelters, with protective bird mesh, are recommended to be placed over all planted deciduous tree seedlings. Please refer to the enclosed information on tree shelter use. This stand will require 3,275 tree shelters and stakes total.

Existing Invasive Woody Vegetation

Unfortunately, the existing areas of forest along Beaver Creek also support nonnative invasive plants such as ailanthus, or tree-of-heaven, multiflora rose, and callery pear. Many of these plants are aggressive invaders which can readily dominate a site at the expense of more desirable native vegetation, arresting the normal process of forest succession. Small concentrations of multiflora rose are present in the understory. Ailanthus and callery pear were less common, being mostly observed along the northern boundary of the property and the levee of Beaver Creek.

Ailanthus and callery pear are nonnative trees which thrive on disturbance and grows faster than most native trees if provided openings. Worse yet, ailanthus is allelopathic. This term describes the tree's ability to produce toxins in the soil around

the tree, preventing other plants from growing and competing with the tree. It is important to note that in the case of *Ailanthus*, simply cutting the trees down creates a "hydra" effect in that the cut tree will produce hundreds of root suckers, each capable of becoming as big or bigger than the original tree thus compounding the original problem. To address this problem, herbicide application by basal bark method is usually done on established tree-of-heaven and callery pear trees from early summer (late June) until October, with a follow up foliar spray applied in the following summer to ensure that any root suckers of the tree-of-heaven are killed. The basal bark method involves applying a systemic herbicide (Pathfinder II) to the bark of the tree. This herbicide translocates through the bark and into the root system of the tree, killing it. Good control can also be achieved using the basal bark method in mid-winter months when it is easier to access the main stem of the tree. This control will also need to continue in the future on an as needed basis as more *Ailanthus* trees regenerate from seed.

Multiflora rose is a non-native plant that invades abandoned farmland and woodlots. This climbing shrub can pull down and choke out native plants, offering little benefit to wildlife. Chemical control using a targeted application of a nonselective herbicide foliar spray is effective at controlling this invasive plant. Information regarding control of these plants has been included.

Continuous Management and Maintenance

In order to help ensure adequate levels of plantation survival and growth, maintenance of the practice will be necessary until the trees are considered established. This includes control of competing vegetation, monitoring and limiting the spread of invasive species, monitoring for insects and disease, and maintenance of tree shelters.

Competing vegetation to all new tree seedlings will need to be controlled for three to five years after planting. In the first year of planting, a strip application, or a spot spray application of both a nonselective and preemergent herbicide will need to be applied along each planting row approximately one month after planting. Thereafter, herbaceous competition control can be accomplished by monthly strip mowing between the rows during the growing season; by spring strip herbicide applications between rows followed by mowing in late August through October; or by 3' minimum width strip spraying or 2' minimum radial spot spraying within the planted rows coupled with mowing between the planted rows in the late spring and late summer. Where herbicides are used, all seedlings must be protected by either tree shelters or some other physical barrier so as to prevent damage to them. In addition to vegetation control around the planted trees, vole predation should be monitored, and rodenticide applied if damage from rodent herbivory is at unacceptable levels.

Woody and herbaceous tree and vine competition control within the shelters themselves may also become necessary. Invasive woody species seeds are often transported into the tree shelters by birds, where they become established and compete with the planted tree inside the shelter. Coupled with annual shelter maintenance, the landowner should examine shelters for the presence of undesirable shrub and vine species within the shelter. In most cases, noxious woody weeds inside the shelter can be hand pulled by loosening the zip ties and lifting the shelter. Be sure to properly reinstall the shelter and retighten the zip ties after removal. Noxious shrub and vine species growing outside the shelter, but in competition with the planted tree, can be managed through cutting, hand pulling, or

with a foliar herbicide application in accordance with the previously mentioned recommendations.

Maintenance should continue until the planting is considered established and free of harmful competition from surrounding vegetation. Annual tree shelter inspection and maintenance, as needed, is also recommended. Tree shelters can be removed when the trees are larger than 2" in diameter where they emerge from the top of the shelter. However, trees can remain in the shelters to protect them from deer rubbing until they start to split the shelters themselves. If bark rot becomes an issue from water pooling inside the shelter against the tree stem, promptly remove the shelters from affected trees and those similar to them. Fertilization of the seedlings is neither recommended nor required for this planting. Further maintenance activities are left to the discretion of the landowner. Information regarding regular maintenance activities, timing, and execution has been included in the packet.

RECOMMENDATIONS/PRACTICES

STAND 2

This stand, 5.5 acres, encompasses the wetland areas to be planted adjacent to an unnamed intermittent stream on the property. This area has been maintained as a hay field, with the wettest areas remaining fallow and occupied by wet site indicators, sweet flag and cattail. Site preparation does not need to be performed in the areas that have been hayed, while the wet areas could be mowed when the ground is frozen in winter months prior to planting to make the area ready for planting and to facilitate early seedling growth. For optimum seedling survival, planting should occur between March 1 and April 15.

The planting will consist of a minimum of at least three large growing tree species and two shrub/ small tree species suited to the growing conditions of the site. All tree species are to be planted at a rate of 435 seedlings per acre, equivalent to a 10' x 10' spacing. Hydric tolerant small flowering trees should be planted along the edges of the planting area for added visual softening and increased wildlife value, while wet site shrubs should be planted in the first row adjacent to Beaver Creek and unnamed tributary. Wet site tolerant large trees should be planted amongst the remaining open areas, in rows where feasible. Large growing deciduous tree species suitable for this planting include black willow, baldcypress, eastern cottonwood, and American sycamore. Finally, suitable small tree species include hazel-alder, silky dogwood, buttonbush, and hazelnut. A recommended list of tree and shrub species suitable to the site has been included in the packet.

The planting in this stand will consist of approximately 1075 large growing deciduous trees and 700 deciduous small trees. Only native species will be planted here. Five-foot tree shelters, with protective bird mesh, are recommended to be placed over all planted deciduous tree seedlings. Please refer to the enclosed information on tree shelter use. This stand will require 1,775 tree shelters and stakes total.

Continuous Management and Maintenance

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and prevent erosion. Riparian forests also directly provide organic particulate matter that serves as the building block of the aquatic food chain. Many species of wildlife depend upon riparian forests for their entire life cycles, while others are dependent upon them as travel corridors between habitat types. Riparian areas are also often highly productive growing sites that can result in quality timber stands. These benefits can be realized here through the sound management of the riparian forests being established on the property.

MANAGEMENT PRACTICE SCHEDULE

| COMPLETION DATE | PRACTICE | STAND | ACRES |
|-------------------|--|-------|-------|
| Fall/ Winter 2021 | Field delineate planting area. | 1,2 | 14 |
| March-April 2022 | Plant seedlings. | 1,2 | 14 |
| Summer 2022 | Plantation maintenance to include strip spraying, mowing, controlling competing vegetation, and shelter maintenance. | 1,2 | 14 |
| Summer 2022 | Control invasive woody plant vegetation in existing areas of forest. | -- | 4.2 |
| | | | |
| March-April 2023 | Reinforcement planting, if necessary | 1,2 | 14 |
| 2023 | Plantation maintenance to include strip spraying, mowing, controlling competing vegetation, and shelter maintenance. | 1,2 | 14 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Annually | Any plantation maintenance needed to ensure planting survival and growth until trees are well established: Control of competing vegetation, monitor and limit the spread of invasive plant species, tree shelter maintenance, monitor for damage from insects and disease. | 1,2 | 14 |
| | | | |
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| | | | |
| 2036 | Update Plan | 1 | 2 |
| | | | |

To provide you further assistance and advice in carrying out the recommended practices, please contact
Aaron Cook, Forester.

Telephone Numbers

Forestry – 301-791-4733

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Forest Conservation Easement Planting

14 acres
Trees= 5,050

Shelters & Stakes= 5,050

Spot or strip spray planted rows, post-planting – nonselective with pre-emergent.
Approximately, 2 acres of invasive woody vegetation control (Hack & Squirt or
basal bark Bradford Pear/ Ailanthus, non-selective spot spray multiflora rose) in
existing areas of forest along Beaver Creek and east side of planting.

| | |
|--------------------|-----|
| Red maple | 250 |
| Hackberry | 225 |
| Black walnut | 225 |
| Yellow-poplar | 175 |
| American sycamore | 250 |
| Eastern cottonwood | 250 |
| Black cherry | 225 |
| White oak* | 150 |
| Swamp white oak | 200 |
| Pin oak | 200 |
| Chinkapin oak | 250 |
| Sassafras | 75 |
| Swamp chestnut oak | 200 |
| Red elm | 150 |
| Northern red oak | 100 |
| Black oak* | 300 |
| Black willow** | 425 |

| | |
|-----------------|-----|
| Baldcypress** | 350 |
| eastern redbud* | 50 |
| hawthorn* | 50 |
| persimmon* | 75 |
| chicksaw plum* | 75 |
| Silky dogwood** | 150 |
| Blackhaw** | 50 |
| Hazel-alder** | 350 |
| Buttonbush** | 100 |
| Arrowwood** | 100 |
| Hazelnut** | 50 |

**Along upland edges of planting.*

***Stand 2 and areas adjacent to Beaver Creek.*

**WASHINGTON COUNTY FOREST CONSERVATION ORDINANCE
PAYMENT IN LIEU PROGRAM
EXISTING FOREST PROJECT RANKING CRITERIA**

PROJECT NAME

Charlie Semler - Lot 1R & 2R

**TO BE CONSIDERED FOR PROGRAM INCLUSION, THE EXISTING FOREST MUST MEET THE DEFINITION OF "FOREST" CONTAINED IN THE
WASHINGTON COUNTY FOREST CONSERVATION ORDINANCE**

| Ranking Factor | | Description | Maximum Total Points | Score | Notes |
|------------------------------|---|---|----------------------|-----------|---|
| 1 | Adjacent to perennial or intermittent stream | Perennial stream (10 pts.), Intermittent (5 pts.), No stream (0 pts.) | 10 | 10 | |
| 2 | Connects forest "Islands" creating forested corridors | Forested corridor is at least 300' wide (10 pts.), 200' wide (5 pts.), does not create corridor (0 pts.) | 10 | 0 | |
| 3 | Adjacent to critical habitat | Adjacent to Class III Trout Waters with natural populations of trout (10 pts.), within Class III watershed (5 pts), wetlands (3 pts.), No critical habitats (0 pts.) | 10 | 10 | |
| 4 | Contiguous forest cover | Easement will increase forest to 100 acre block (5pts.), 50 acres(3 pts.), will not adjoin existing forest (0 pts.) | 5 | 1 | Will adjoin proposed planting area. |
| 5 | 100 year floodplain | Easement will cover 100% of 100 year unforested floodplain (5 pts.), 50% (3 pts.), 0% (0 pts.) | 5 | 5 | Encompasses entire reach of 100 year floodplain extending into the forested area. |
| 6 | Site access | Easily accessible , maintenance and long term monitoring, (10 pts) | 10 | 10 | |
| 7 | Site conditions, including control of non-native/invasive plant species | Adequately stocked forest of predominately native tree and shrub species of good health and vigor(10 pts.,) over or under stocked forest with no greater than 20% non-native/invasive species and landowner has demonstrated commitment to control (5 pts.), requires extensive invasive control (0 pts.) | 10 | 10 | |
| 8 | Total existing forest area | > 5 acres (10 pts.), 2-5 acres (5 pts.), < 2 acres (1 pt.) | 10 | 5 | 4.3 Acres |
| | Watershed location | Located in Antietam or Conococheague watershed (10 pts.) | 10 | 10 | Antietam Watershed |
| 9 | Sensitive species Identified | Sensitive species area Identified for site and no adverse effects from project (5pts.), no sensitive species area Identified for site, (0pts.) | 5 | 0 | |
| TOTAL POINTS POSSIBLE | | | 85 | 61 | |

*DNR Targeted Ecological Area

**WASHINGTON COUNTY FOREST CONSERVATION ORDINANCE
PAYMENT IN LIEU PROGRAM
PLANTING PROJECT RANKING CRITERIA**

| PROJECT NAME | | | | | |
|---|---|---|--------------|--------------|--------------------------|
| Charlie Semler - Lot 1R & 2R | | | | | |
| Ranking Factor | Description | Maximum Total Points | Score | Notes | |
| 1 | Adjacent to perennial or intermittent stream | Perennial stream (10 pts.), Intermittent (5 pts.), No stream (0 pts.) | 10 | 10 | Beaver Creek |
| 2 | Connects forest "Islands" creating forested corridors | Forested corridor is at least 300' wide (5 pts.), 200' wide (3 pts.), does not create corridor (0 pts.) | 5 | 5 | |
| 3 | Adjacent to critical habitat | Adjacent to Class III Trout Waters with natural populations of trout (10 pts.), within Class III watershed (5 pts), wetlands (3 pts.), No critical habitats (0 pts.) | 10 | 10 | |
| 4 | Contiguous forest cover | Planting will increase forest to 100 acre block (5pts.), 50 acres(3 pts.), will not adjoin existing forest (0 pts.) | 5 | 1 | 20 Acre Contiguous Block |
| 5 | 100 year floodplain | Planting will cover 100% of 100 year unforested floodplain (5 pts.), 50% (3 pts.), 0% (0 pts.) | 5 | 5 | |
| 6 | Site access | Easily accessible for planting, maintenance and long term monitoring, (10 pts) | 10 | 10 | |
| 7 | Site preparation, including control of invasive plant species | Site is free of invasives and requires standard site preparation (10 pts.), site requires minimal control of invasives and standard site preparation (5 pts.), requires extensive invasives control and extensive site preparation (0 pts.) | 10 | 5 | |
| 8 | Total afforestation area | > 5 acres (10 pts.), 2-5 acres (5 pts.), < 2 acres (1 pt.) | 10 | 10 | 15.8 Acres |
| 9 | Watershed location | Located in Antietam or Conococheague watershed (10 pts.) | 10 | 10 | Antietam Watershed |
| 10 | Sensitive species Identified | Sensitive species area Identified for site and no adverse effects from project (5pts.), no sensitive species area Identified for site, (0pts.) | 5 | 0 | |
| | | TOTAL POINTS POSSIBLE | 80 | 66 | |
| *DNR Targeted Ecological Area | | | | | |

2021 FOREST CONSERVATION ACT PROGRAM PROJECT COST ESTIMATES

| | SEMLER | TOTALS |
|--|------------------|------------------|
| EXISTING FOREST, ACRES PROTECTED | 4.3 | 4.3 |
| PLANTING ACRES 300' | 15.8 | 15.8 |
| PLANTING ACRES +300' | 0 | 0 |
| PLANTING COST ESTIMATE | \$54,510 | \$54,510 |
| PAYMENT TO LANDOWNER | \$38,050 | \$38,050 |
| PAYMENT TO SCD | \$18,090 | \$18,090 |
| SURVEY/PLAT COSTS | \$3,000 | \$3,000 |
| TITLE SEARCH COST | \$200 | \$200 |
| LEGAL FEES | \$1,500 | \$1,500 |
| TOTAL | \$115,350 | \$115,350 |
| FOREST CONSERVATION FUND BALANCE | 9/21/2021 | \$234,496 |
| BALANCE FOR ADDITIONAL PROJECTS/MAINTENANCE | | \$119,146 |

Semler SI-21-020 and OM-21-007

Ed J. Schreiber <ESchreiber@fsa-inc.com>

Fri 11/5/2021 10:37 AM

To: Stotemyer, Scott <scstotemyer@washco-md.net>

Cc: Dee <dee@conservationplace.com>; Mark Kendle <Mark@conservationplace.com>; Elmer Weibley <elmer@conservationplace.com>; Baker, Jill <JBaker@washco-md.net>

Hello Scott,

Would it be possible to have the above reference OM placed on the December PC meeting? The Simplified plat associated with the OM is being created for an conservation easement that SCS would like to make a presentation on at the Dec meeting. It would make sense to have the OM and SCS presentation at the same time.

Thanks

Ed Schreiber

Project Coordinator

FREDERICK, SEIBERT & ASSOCIATES, INC.

CIVIL ENGINEERING | LAND SURVEYING | LANDSCAPE ARCHITECTURE

128 S. Potomac St, Hagerstown, MD 21740

O: [301.791.3650](tel:301.791.3650) C: [301.992.6436](tel:301.992.6436)

www.fsa-inc.com

HAGERSTOWN, MD | CARLISLE, PA | GREENCASTLE, PA | NEW BLOOMFIELD, PA



Agenda Report Form

Open Session Item

SUBJECT: Rescind Bid Award, Intergovernmental Cooperative Purchase (INTG-21-0069) – Purchase/Installation of Playground Equipment for Parks and Recreation Department

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Rick F. Curry, CPPO, Director, Purchasing Department and Andrew Eshleman, P.E. Director, Public Works.

RECOMMENDED MOTION: Move to relieve Playground Specialists, Inc. of Thurmont, MD from the contract without prejudices for the purchase/installation of playground equipment approved by the Board of County Commissioners of Washington County on October 19, 2021, for Camp Harding Park for the total sum amount of \$194,893.50.

REPORT-IN-BRIEF: The recommendation of award was for Playground Equipment, Inc. to install playground equipment at various parks within the county. After the award and final documents were being prepared it was discovered that the initial submitted documentation did not include all the necessary hardware needed to assemble the playground equipment at Camp Harding Park. Staff had several conversations with the vendor to try and resolve the issue, which did not result in a favorable solution for either parties.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: Purchase the equipment from another vendor.

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: None



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase/Installation of Playground Equipment (INTG-21-0074) for Parks and Recreation Department

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Rick Curry, CPPO, Director, Purchasing Department and Andrew Eshleman, P.E., Division Director, Public Works

RECOMMENDED MOTION: Move to authorize by Resolution, Parks and Recreation Department to purchase and have installed playground equipment at Camp Harding Park from Kompan, Inc. of Austin, TX and to utilize the Omnia contract #2017001135 for the total sum amount listed below.

| <u>Playground Equipment</u> | <u>Vendor</u> | <u>Quoted Amount</u> |
|-----------------------------|----------------------------|----------------------|
| Camp Harding Park | Kompan, Inc. Austin, TX | \$184,343.92 |

REPORT-IN-BRIEF: Section §1-106.3 of the Public Local Laws of Washington County grants authorization for the County to procure goods or services under contracts entered into by other government entities. On items over \$50,000 a determination to allow or participate in an intergovernmental cooperative purchasing arrangement shall be by Resolution and shall indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings.

The County will benefit with the direct cost savings in the purchase of the equipment because of economies of scale these contracts have leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Omnia contract provide through this agreement. Acquisition of the equipment by utilizing the Omnia contract and eliminating our county's bid process would result in an administrative and cost savings for the Parks and Recreation Department in preparing specifications and the Purchasing Department facilitating the bid process.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted for the purchase of the equipment in 515000-30-11900 – REC037 account.

CONCURRENCES: N/A

ALTERNATIVES: 1.Process formal bid and the County could possibly incur a higher cost for the equipment, or 2. Do not award the purchase of the equipment.

ATTACHMENTS: Kompan, Inc. quotes dated November 24, 2021







Sales Proposal

Washington County Parks and Recreation
David Brooks
1307 South Potomac St.
HAGERSTOWN, MD 21740

Quote No. SP107366-1
Customer No. C0004190
Document Date 11/24/2021
Expiration Date 12/31/2021

Sales Representative Teresa Paddy
E-Mail TerPad@Kompan.com
Phone No. 443-960-0331 / 800-426-9788

Project Name US274603 Camp Harding Playground

| No. | Description | Qty Unit | Unit Price | Discount % | Net Price |
|---|--|----------|------------|------------|-----------|
| <u>PCM410304-CUSTOM</u> | PCM410304 CUSTOM VARIANT 20141239  | 1 Pieces | 64,330.00 | 12.00 | 56,610.40 |
| <u>KSW926-CUSTOM</u> | KSW926 CUSTOM VARIANT 20141240 Nest Shell Swing,  | 1 Pieces | 10,490.00 | 10.00 | 9,441.00 |
| <u>M700078-3518P</u> | KOMPAN PLAYHOUSE - GREENLINE IN-GROUND  | 1 Pieces | 5,560.00 | 10.00 | 5,004.00 |
| <u>PCM511-CUSTOM</u> | PCM511 CUSTOM VARIANT 20141241 Gray Slide  | 1 Pieces | 36,810.00 | 12.00 | 32,392.80 |
| <u>M17601-12P</u> | Fairy Tale Seesaw In-ground 60cm  | 1 Pieces | 6,060.00 | 10.00 | 5,454.00 |
| <u>PCM002921-CUSTOM</u> | PCM002921 CUSTOM VARIANT 20141242 Greenline color and posts  | 1 Pieces | 5,060.00 | 15.00 | 4,301.00 |



Sales Proposal

Washington County Parks and Recreation
David Brooks
1307 South Potomac St.
HAGERSTOWN, MD 21740

Quote No. SP107366-1
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Document Date 11/24/2021
Expiration Date 12/31/2021

Sales Representative Teresa Paddy
E-Mail TerPad@Kompan.com
Phone No. 443-960-0331 / 800-426-9788

Project Name US274603 Camp Harding Playground

| No. | Description | Qty Unit | Unit Price | Discount % | Net Price |
|---|---|----------|------------|------------|-----------|
| PCM003121-0950  | PLAY PANEL 2 - MUSIC GREENLINE, IN-GROUND | 1 Pieces | 6,970.00 | 12.00 | 6,133.60 |
| ELE400065-3717BL  | Tipi Carousel w/ Top Brace - Dark Blue In-ground 90cm | 1 Pieces | 4,830.00 | 10.00 | 4,347.00 |
| INSTALL SPECIAL | Project Installation - Off load, Assemble and Install Equipment | 1 Pieces | 38,158.00 | | 38,158.00 |
| US-CUSTOM-SURFACING | Surfacing per SF - 5500 square feet total. | 1 Pieces | 17,255.00 | | 17,255.00 |
| FREIGHT | Freight | 1 Pieces | 5,247.12 | | 5,247.12 |

| Description | Qty | Retail Price | Discount | Net Price |
|-------------------------|-----|--------------|-----------|-------------------|
| No. of Products | 8 | | | |
| Subtotal - Products | | 140,110.00 | 16,426.20 | 123,683.80 |
| Subtotal - Surfacing | | 17,255.00 | | 17,255.00 |
| Subtotal - Installation | | 38,158.00 | | 38,158.00 |
| Subtotal - Freight | | 5,247.12 | | 5,247.12 |
| Total USD | | | | 184,343.92 |

Business Agreement OMNIA Partners Contract
Payment Terms 50% Prepayment, 50% Net 30 days

Installation Site Address

Camp Harding Park
David Brooks
13029 Pecktonville Road
Big Pool, MD 21711

Sales Proposal

Washington County Parks and Recreation
David Brooks
1307 South Potomac St.
HAGERSTOWN, MD 21740

Quote No. SP107366-1
Customer No. C0004190
Document Date 11/24/2021
Expiration Date 12/31/2021

Sales Representative Teresa Paddy
E-Mail TerPad@Kompan.com
Phone No. 443-960-0331 / 800-426-9788

Project Name US274603 Camp Harding Playground

Applicable sales tax will be added unless a valid tax exemption certificate is provided. This amount is only an estimate of your tax liability.

Your acceptance of this proposal constitutes a valid order request and includes acceptance of terms and conditions contained within the Master Agreement, which is hereby acknowledged.

Acceptance of this proposal from KOMPAN is acknowledged by issuance of an order confirmation by an authorized KOMPAN representative.

Prices in this quotation are good until expiration date, shown in the top of this document. After that date, this proposal may be withdrawn.

KOMPAN Products are "Buy American" qualified, and compliant with the Buy American Act of 1933 and the "Buy American" provision of ARRA of 2009.

Prevailing Wage and Payment & Performance Bonds are not included unless stated in body of Sales Proposal. If Payment & Performance Bonds are needed, add 2.2% of the entire sales proposal.

KOMPAN Authorized Signature:

Accepted By (signature): _____

Accepted By (please print): _____

Date: _____



Agenda Report Form

Open Session Item

SUBJECT: Amendment to PUR-1423 Agreement for the Provision of Health Services to incorporate the services required for Grant B-123 Jail Based Medication Assisted Treatment and Reentry Program.

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Major Craig Rowe, Warden, Washington County Sheriff's Office, Detention Center.

RECOMMENDED MOTION: Move to approve the Amendment to PUR-1423.

REPORT-IN-BRIEF: The Washington County Sheriff's Office was approved by the BOCC to accept grant funding from the Opioid Operational Command Center to support the Jail Based Medication Assisted Treatment and Reentry Program in the amount of \$293,557.60 on July 20, 2021. The grant includes \$101,280.00 to be paid to PrimeCare Medical, Inc. for the additional provider and nursing time required for the MAT program.

DISCUSSION: Maryland House Bill 116 requires an additional six counties to provide MAT in detention centers by October 1, 2021 including Washington County and will require the MAT in all Counties by January 2023. The Opioid Operational Command Center provided the grant funds to begin and support the Jail Based Medication Assisted Treatment and Reentry Program. Funds are allocated to provide a PT Certified Registered Nurse Practitioner / Physician's Assistant (PA) for MAT evaluation and prescribing along with a FT Registered Nurse for dosing of the medication.

FISCAL IMPACT: The Amendment to PUR-1423 will increase monthly payment to PrimeCare Medical, Inc. for the duration of the Grant Period and will be paid by the Grant Funding.

CONCURRENCES: Douglas Mullendore, Sheriff, Susan Buchanan, Director, Office of Grant management and Rick Curry, Director, Purchasing.

ALTERNATIVES: Deny approval then grant funds will have to be returned and the detention center will not be able to comply with the requirements outlined in Maryland House Bill 116. .

ATTACHMENTS: Amendment to PUR-1423 Agreement.

AUDIO/VISUAL NEEDS:

AMENDMENT TO PUR-1423 AGREEMENT FOR THE PROVISION OF HEALTH SERVICES TO INCORPORATE THE SERVICES REQUIRED FOR GRANT B-123 JAIL BASED MEDICATION ASSISTED TREATMENT AND REENTRY PROGRAM

THIS AMENDMENT between **Board of County Commissioners for Washington County, Maryland** (hereinafter referred to as “**County**”), **Washington County Sheriff’s Office, Detention Center** (hereinafter referred to as “**Sheriff’s Office**”) and **PrimeCare Medical, Inc.** (hereinafter referred to as “**PrimeCare**”), a Pennsylvania corporation having a principal office at 3940 Locust Lane, Harrisburg, PA 17109, is entered into this ____ day of November 2021, and shall be effective as of July 8, 2021.

RECITALS

The County and PrimeCare entered in an Agreement for the Provision of Health Services at the Detention Center effective July 1, 2019 as approved by the Sheriff’s Office. (hereinafter referred to as the “**Agreement**”).

The initial term of the Agreement was for one year concluding on June 30, 2020.

The Agreement provided an option for four (4) additional one year options.

The parties are currently in the second of option years.

On or about April 29, 2021 the Sheriff’s Office submitted a Competitive Grant Program Application Form to the Opioid Operational Command Center for Jail Based Medication Assisted Treatment (MAT) and Reentry Program.

The grant application identified certain services to be performed by PrimeCare, as the medical provider at the Detention Center.

On or about July 21, 2021 the Sheriff’s Office was awarded a grant of \$293,557.60 for a grant period of July 8, 2021 through June 30, 2022 and entered in a Grant Agreement setting forth the terms of the grant program.

The County, Sheriff’s Office and PrimeCare wish to memorialize their agreement as to the services to be performed by PrimeCare under the grant program.

The Agreement for the Provision of Health Services requires that any amendment must be set forth in writing and signed by all parties. See ¶26.

NOW THEREFORE, in consideration of the mutual covenants and promises hereinafter made, the parties agree as follows:

1. **Contract Documents.** The Amendment to the Agreement, as delineated hereinafter, consists of this Amendment, the Grant Agreement including Appendices I, II, and III, and to the extent not modified by the terms of this Amendment, the Agreement all of which are incorporated herein by reference and made a part hereof.

2. **Length of Amendment.** This Amendment shall be effective from July 8, 2021 through June 30, 2022 unless terminated earlier pursuant to the terms of the Grant Agreement.

3. **Services To Be Provided by PrimeCare Medical, Inc.** Paragraph 5 of the underlying Agreement are amended to provide for the following services during the term of this Amendment.

- i. PrimeCare will identify medication assisted treatment candidates in custody and refer the candidates to the Washington County Detention Center's certified addiction counselor(s) to perform an assessment and screening to determine if the candidate is suitable for possible inclusion in the grant program.
- ii. PrimeCare's medical providers will maintain their X waiver from the DEA so as to be able to prescribe MAT medication to appropriate candidates.
- iii. PrimeCare's providers will evaluate potential candidates for appropriate induction and/or continuation with MAT.
- iv. PrimeCare will provide appropriately licensed and trained nursing staff to work in collaboration with security staff in the safe administration of Buprenorphine, Methadone, and Vivitrol.
- v. To the extent necessary, PrimeCare will work with the Sheriff's Office in the development and implementation of appropriate policies and procedures to effectuate the safe operation of the MAT program at the Facility.
- vi. PrimeCare shall order 19 panel drug tests for use on initial and continuing testing of candidates accepted into the MAT program.
- vii. PrimeCare providers shall issue orders for the medications to be administered in the MAT program.
- viii. When possible PrimeCare shall obtain the medications from its contracted pharmacy.

4. **Compensation for Services.** For the additional provider and nursing time required for the MAT program, PrimeCare will bill the County \$101,280.00 to be paid in 8 monthly installments of \$12,660.00. For the medications and drug tests ordered, PrimeCare shall initially pay the invoiced amount and on a monthly basis provide the County with the actual invoices and proof of payment. The County shall reimburse PrimeCare the amount invoiced within 30 days receipt of the invoice.

5. **Compliance with Grant Agreement Terms.** PrimeCare, as a subcontractor to the County in relation to the Grant Agreement, acknowledges its obligation to adhere to the requirement of the Grant Agreement, including those set forth in ¶¶ 10, 11 & 12.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date and year first above written.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

By: _____

ATTEST:

PRIMECARE MEDICAL, INC.

By: _____
Thomas J. Weber, Esq.
Chief Executive Officer

Approved:
WASHINGTON COUNTY
SHERIFF'S DEPARTMENT

By: _____

Approved as to form and
Legal sufficiency for execution by the
County:

County Attorney



Agenda Report Form

Open Session Item

SUBJECT: Chief Financial Officer (CFO) – Staffing Agency Recruitment and Placement Options

PRESENTATION DATE: December 14, 2021

PRESENTATION BY: Laurence “Larry” Etchison, Director of Human Resources

RECOMMENDED MOTION: To approve the Staffing Agency Contingency Search option with regards to the recruitment and placement of a new Chief Financial Officer (CFO).

REPORT-IN-BRIEF:

| Aspects | Contingency Search Agencies | Retained Search Agencies |
|------------------------------|--|--|
| Payment for Services | Only if Hired Through Agency | Payment Due Regardless of Outcome |
| Exclusivity to Agency | No ... Multiple Agencies may be contracted simultaneously without increased cost expanding Candidate pool. | Yes ... As stated earlier, payment is required regardless of Candidate source (Contingency Agency or Candidate self-referral). Therefore, use of multiple Agencies (Contingency or Retained) significantly increases cost. |
| Candidate Self-Referral Cost | No cost if BoCC hired a self-referred Candidate not through an Agency | Referral Agency fee applies regardless of self-referral. |
| Placement Fees | 20% - 25% of 1 st Year Salary | 25% - 33.3% of 1 st Year Salary |
| Service Fees | None | \$1,000.00 per Month (five months max) (Cabot) |
| Cancellation Fees | None | Full Retainer Fee (SPI) Initial Retainer Fee equal to 11.1% of projected 1 st Year Salary (Cabot) |
| Interested Agencies | The Mozzi Group 20.0% Staff Experts 20% Spherion Professional Services 25% Jefferson Wells (Manpower) 25% | Cabot 33.3% Search Plus International (SPI) 25% |

*** Should the BoCC prefer to contract with only one (1) Contingency Search Agency, the Director of Human Resources recommends contracting with Spherion Professional Services located in Washington County and successfully managed by a Washington County resident.**

FISCAL IMPACT: Dependent on Search Agency selection or Candidate self-referred outcome.

CONCURRENCES: Mr. John Martirano, County Administrator

ALTERNATIVES: Not Applicable

ATTACHMENTS: Not Applicable