



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

December 14, 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.

President Cline asked that those affected by the tornado in the Midwest be kept in our prayers.

CALL TO ORDER

President Jeffrey A. Cline called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:01 a.m. at 100 West Washington Street, 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 Baker, seconded by Commissioner Wagner, moved to approve the minutes of December 7, 2021. The motion passed unanimously.

COMMISSIONER COMMENTS

The Commissioners provided a brief overview of events attended throughout Washington County.

Vice-President Baker wished all citizens and employees a Merry Christmas and Happy New Years. Additionally, he shared information regarding new employees who were affected by COVID but had no time to access the sick bank leave, he asked staff to look into the matter.

Commissioner Keefer echoed Vice-President Baker's comments, he also thanked all employees and citizens for a much-improved year. Additionally, he referenced an article published in The Herald Mail Newspaper regarding the recent fire event and negative comments used towards the volunteers of Washington County. He also discussed the events at the Winter Maryland Association of Counties conference and an impressive demonstration of the 911 NextGen; he also participated in a refresher course for the Open Meetings Act and encouraged all Commissioners to do the same. He added that he and Commissioner Burkett met with Councilmembers Bruchey and Aleshire to discuss the Emergency Communications and water service matters.

Commissioner Burkett wished all citizens and employees a safe Christmas and Happy New Year.

Commissioner Wagner echoed Commissioner Burkett's sentiments. He also agreed with Vice-President Baker's comments regarding the sick leave for COVID. Commissioner Wagner also discussed the upcoming holiday and potential for early closure.

President Cline praised the volunteers in Washington County and thanked each one for their service. Additionally, he shared that his aunt, Thelma Delauter, passed over the weekend and he honors her memory. He wished all a Merry Christmas and Happy New Years.

STAFF COMMENTS

Department of Solid Waste

Dave Mason, Deputy Director, informed the Commissioners that residents will be extended free Christmas tree recycling this year at the Washington County Landfill.

Division of Emergency Services

Dave Hays, Director, shared his support for the volunteer association and his intent to address via press release the article in The Herald Mail Newspaper.

Krista Hart, County Clerk – Boards and Commissions appointment/reappointment requests

Washington County Agricultural Education Center

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the reappointment of Joseph Layos to serve a second term from November 1, 2021, through October 31, 2024; reappoint David Moore to serve a second term from May 1, 2021 through April 30, 2024; and to reappoint Kathleen Carr to serve a third term from May 1, 2021 through April 30, 2024; with the reappointment of Ms. Carr, and to extend an exception to the two-term limit as written in Washington County Policy PR22, and the bylaws. The motion passed unanimously.

County Administrator

John Martirano also thanked the Volunteer's in Washington County, adding that the service provided is invaluable. Additionally, following up on President Cline and Commissioner Wagner's comments, he recommended the early closure of County Government Offices in recognition of Christmas and New Year holidays, December 23rd, 1:00 p.m. and December 30th, 1:00 p.m.

Commissioner Baker, seconded by Commissioner Wagner, moved to approve the closure of County offices as presented. Commissioner Keefer recommended that the motion be amended to include these actions as standard for Thanksgiving, Christmas, and New Year, every year. The motion, as amended, passed unanimously.

Business Development

Susan Grimes, Director, requested authorization to submit a letter to the City of Hagerstown recommending approval of a water request for the proposed development by TC Mid Atlantic Development V, LLC, under Exception No. 6, Economic Development Projects, of the City of Hagerstown Water and Wastewater Policy.

The Commissioners reached a consensus to submit a letter as requested.

Information Technology

Josh O'Neal, Director, recognized Doug Oliver and his upcoming retirement; he was presented with a certificate of recognition for over 32 years of service by the Board of County Commissioners.

CITIZENS PARTICIPATION

None

INSURANCE RENEWAL FOR WASHINGTON COUNTY VOLUNTEER FIRE AND RESCUE ASSOCIATION

Tracy McCammon, Risk Coordinator, Human Resources; and Patrick Buck, CBIZ, recommended approval of the Washington County Volunteer Fire and Rescue Companies (WCVFR) commercial property, auto and casualty package with VFIS Insurance Company at the estimated premium of \$355,921 workers compensation insurance with Chesapeake Employers Insurance Company at the estimated premium of \$363,591, and cyber liability with Hiscox Insurance Company at the estimated premium of \$11,682.

The total premium for all programs is \$731,194, with a total savings in premiums of \$4,470. This request would include a down payment of \$90,048 January 1, 2022 and the remaining balance due in nine (9) monthly installments.

Commissioner Baker, seconded by Commissioner Wagner, moved to renew the commercial property, auto, and casualty package with VFIS Insurance Company at the estimated premium of \$355,921 and workers compensation insurance with Chesapeake Employers Insurance Company at the estimated premium of \$363,591; and Cyber Liability at the estimated premium of \$11,682 as presented. The motion passed unanimously.

FUNDING REQUEST FROM THE TOWN OF BOONSBORO – DRINKING WATER RESERVOIR

Mayor Howard Long, Town of Boonsboro; and Paul Mantello, Town Manager, Town of Boonsboro; presented the Commissioners with the request for funding assistance in the amount of \$1 million to replace the drinking water reservoir which has extensive leaks, at a cost of approximately \$4.1 million.

Mr. Martirano shared that staff could identify funding sources should the Commissioners provide that direction.

Commissioner Wagner, seconded by Commissioner Burkett, moved to approve the request in the amount of \$1 million, contingent upon funding sources. The motion passed unanimously.

PROPOSED SHARPSBURG WELL

Mark Bradshaw, Director, Environmental Management, recommended approval of funds for drilling of a well utilizing General Funds in the amount of \$30,000 from general fund capital reserves.

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

TRANSIT CARES ACT CAPITAL FUNDING – ACCEPT AWARDED FUNDING

Kevin Cerrone, Director, Transit Department, and Allison Hartshorn, Grant Management, Office of Grant Management, presented to recommendation to accept awarded funding in the amount of \$2,784,236 from the Maryland Department of Transportation/Maryland Transit Administration for capital expense relief due to COVID-19.

Commissioner Wagner, seconded by Commissioner Baker, with comment, moved to accept the funding in the amount of \$2,784,236 as presented. The motion passed unanimously.

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

Travis Allen, Comprehensive Planner, Planning and Zoning, and Elmer Weibley, District Manager, Soil Conservation District (WCSCD), recommended approval of the use of payment-in-lieu (PIL) funds for the acquisition and implementation of easements related to forest conservation for Charles Semler as outlined in the Memorandum of Understanding (MOU) with the WCSCD. Mr. Allen shared that all work completed under this task will be funded through the various developers as mitigation fees.

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

**RESCIND BID AWARD INTERGOVERNMENTAL COOPERATIVE PURCHASE
(INTG-21-0069) – PURCHASE / INSTALLATION OF PLAYGROUND EQUIPMENT
FOR PARKS AND RECREATION DEPARTMENT**

Rick Curry, Director, Purchasing, and Andrew Eshleman, Director, Public Works, requested authorization to relieve Playground Specialist, Inc., Thurmont, Maryland, from the contract without prejudice for the purchase approved by the Board of County Commissioners of Washington County, October 19, 2021, for Camp Harding Park equipment totaling \$194,893.50.

Commissioner Keefer, seconded by Commissioner Wagner, moved to relieve Playground Specialist, Inc. from the bid without prejudice, as presented. The motion passed unanimously.

(Resolution No. RS-2021-36) is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

**INTERGOVERNMENTAL COOPERATIVE PURCHASE AND/OR INSTALLATION OF
PLAYGROUND EQUIPMENT (INTG-21-0074) FOR PARKS AND RECREATION**

Mr. Curry and Mr. Eshleman recommended authorization by Resolution, the purchase of playground equipment from Kompan, Inc., Austin, Texas and to utilize the Omnia Contract #2017001135 for the total sum amount of \$184,343.92 (Camp Harding Park); funds are budgeted in the department's Capital Improvement Plan Account REC037, 515000.30.11900.

Commissioner Keefer, seconded by Commissioner Baker, moved to authorize by Resolution for the Intergovernmental Cooperative Purchase INTG-21-0074, as presented. The motion passed unanimously.

(Resolution No. RS-2021-37 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

**AMENDMENT TO PUR-1423 AGREEMENT FOR THE PROVISION OF HEALTH
SERVICES TO INCORPORATE THE SERVICES REQUIRED FOR GRANT B123 JAIL
BASED MEDICATION ASSISTED TREATMENT AND REENTRY PROGRAM**

Major Craig Rowe, Washington County Detention Center, presented the recommendation to approve an amendment to PUR-1423 to comply with services required under Grant B-123, which included an amount of \$101,280 to be paid to PrimeCare Medical, Inc. for an additional provider and nursing time required for the Medication Assisted Treatment.

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

**CHIEF FINANCIAL OFFICER – STAFFING AGENCY RECRUITMENT AND
PLACEMENT OPTIONS**

Larry Etchison, Director, Human Resources, presented the Commissioners with information regarding the recruitment efforts and requested direction on said matter. Mr. Etchison recommended the use of Spherion for its service, should the Commissioners select one agency.

Commissioner Burkett moved to approve the staffing agency, contingency search option with regards to recruitment and replacement of CFO, as recommended by Director, as presented. The motion failed due to lack of a second vote.

Commissioner Wagner left the meeting at 11:10 a.m. and returned at 11:11 a.m.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the use of the four (4) agencies as submitted. The motion passed unanimously.

CLOSED SESSION

Commissioner Baker, seconded by Commissioner Wagner, moved to convene in closed session at 11:17 a.m. to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; and to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; in accordance with Sections 3-305(b) (1), and (4) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed potential staffing reorganization; appointments to certain Boards and Commissions; and position recommendations. Additionally, the Commissioners discussed a business proposal and provided direction to staff thereto.

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; Kirk C. Downey, County Attorney, and Krista L. Hart, County Clerk. Additionally, the following staff members were present at times: Larry Etchison, Director, Human Resources; Scott Hobbs, Director, Engineering; Susan Grimes, Director, Business Development; and Joshua O'Neal, Director, Information Systems.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Baker, moved to reconvene in open session at 12:45 p.m. The motion passed unanimously.

STAFF COMMENTS (continued)

Krista Hart, County Clerk – Boards and Commissions appointment/reappointment requests

Hagerstown Regional Airport Advisory Committee

Commissioner Baker, seconded by Commissioner Burkett, moved to approve the appointment of Curtis Berry and Larry Gerber to each serve a first term from January 1, 2022 through December 31, 2024. The motion passed unanimously.

Washington County Mental Health Authority

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the reappointment of Anna Mollo to serve as the Family Advocate Representative from January 1, 2022 through December 31, 2024; and to appoint Robert Welty to serve a first term as the Clergy Representative from January 1, 2022 through December 31, 2024.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Baker, moved to adjourn the meeting 12:27 p.m. The motion passed unanimously.



Krista L. Hart, County Clerk