



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

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

**March 8, 2022 (revised)**

#### **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 all to keep the family of the late Jim Brown 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 Burkett, seconded by Commissioner Wagner, moved to approve the minutes of March 1, 2022. The motion passed unanimously.

#### **CLOSED SESSION**

Commissioner Wagner, seconded by Commissioner Baker, moved to convene in closed session at 10:03 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, in accordance with Section 3-305(b) (1) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the filling of personnel vacancies.

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 Michelle Priebe, Executive Office Associate. Additionally, the following staff member was present at times: Machel Dwyer, Recruiter, Human Resources.

#### **RECONVENE IN OPEN SESSION**

Commissioner Wagner, seconded by Commissioner Keefer, moved to reconvene in open session at 10:06 a.m. The motion passed unanimously.

#### **COMMISSIONER COMMENTS**

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

Vice-President Baker remembered the late Jim Brown and shared his personal condolences. He further discussed Program Open Space funding and the potential to assist local municipalities from said funding.

Commissioner Keefer shared his appreciation for residents attending the Board of County Commissioner meeting, as well as several candidates for Commissioner.

Commissioner Burkett shared that Mayor Emily Keller, City of Hagerstown, will be requesting a letter of support for the Indoor Turf Facility.

Commissioner Wagner also shared his condolences to the family of Mr. Brown. Additionally, he requested approval to send a letter to the Mayor and City Councilmembers asking for reconsideration of the Vietnam Helicopter placement at the Vietnam Monument. The Commissioners reached a consensus to submit a letter of support as presented.

President Cline shared prayers for the family of Jim Brown. He further welcomed the Firefighter Recruits, Class 2, and the Emergency Communications Class 19 graduates.

## **STAFF COMMENTS**

### **Emergency Services**

Brian Albert, Assistant Director, and Kelly Fisher, Operations Manager, provided the Commissioners with information on an upcoming PILOT program within the 911 Communications Center. Mr. Albert explained that due to difficulties in retaining staff, a 24-hour shift schedule will be implemented in attempts to attract and retain employees.

### **Business Development**

Leslie Hart, Agricultural Specialist, and Susan Small, Director, Business Development shared a recently released magazine on Agriculture.

### **County Attorney**

Kirk Downey presented a request for a letter of support from the Chesapeake & Ohio Canal National Historical Park for a grant application to the US Department of Transportation for a project titled "Paw Paw Bends Trail Improvements".

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve the letter of support as requested. The motion passed unanimously.

Mr. Downey presented an additional request from Mayor Emily Keller, City of Hagerstown, for a letter of support for the State of Maryland's contribution towards the proposed Hagerstown Field House.

Commissioner Keefer, seconded by Commissioner Baker, moved to approve the letter of support as requested. The motion passed unanimously.

### **County Administrator**

John Martirano presented a request for a letter of support from the Town of Boonsboro for funding from the State of Maryland for a Dewatering Press and Storage Facility and for improvements to the intersection of Chase Six Boulevard and Campus Drive.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the letter of support for each project, as presented. The motion passed unanimously.

## **CITIZEN PARTICIPATION**

Neal Becker, 18047 Oak Ridge Drive, Hagerstown, discussed funding for the Washington County Public Schools.

## **E.A.R.N. SCHLOARSHIP CHECK PRESENTATION**

The Board of County Commissioners presented a check for a scholarship in the amount of \$3,000 to Kalim Johnson, Executive Director of E.A.R.N.

### **GO FOR BOLD – MILLION POUND CHALLENGE**

Dr. Maulik Joshi, CEO, Meritus; Dr. Doug Spotts, Meritus; Dr. Allen Twigg, Meritus; and Maria Rubeling, YMCA of Hagerstown, provided the Board with information on a recent initiative for the citizens of Washington County to collectively lose one (1) million pounds of weight over a ten (10) year challenge period.

The Commissioners discussed the request for support and partnership; to include employee incentives.

### **AGRICULTURE - FACES OF FARMING**

Susan Grimes, Director, Business Development, and Leslie Hart, Business Specialist, Business Development, shared a video showcasing Stonewall Angus of Fairplay, and Thomas and Son, Boonsboro.

### **AUGUSTOBERFEST 25<sup>TH</sup> ANNIVERSARY**

Jill Colbert, Chair, Augustoberfest, and Cody Hill, Marketing Chair, Augustoberfest, shared that this will be the 25<sup>th</sup> anniversary of the event; adding that the previous 24 years have been held in the City of Hagerstown. She added that the upcoming event will be held in the Washington County Agricultural Center rather than in the City of Hagerstown, adding that they are looking forward to partnering with the County. The event will be held August 20<sup>th</sup> and 21<sup>st</sup>.

Mr. Martirano shared that the County will begin discussions at the staff level to assist with the event, to include landfill resources and deputy presence.

### **SOLE SOURCE AWARD (PUR1538) – SELF CONTAINED BREATHING APPARATUS**

Rick Curry, Director, Purchasing, recommended approval of a resolution authorizing a sole source procurement of firefighter self-contained breathing apparatus from Municipal Emergency Services, Inc., Charlotte, North Carolina (NC) for the total sum in the amount of \$1,506,965.53 based on its proposal dated November 3, 2021. Mr. Curry shared that funding is available from allocated ARPA, specifically for the purchase.

Commissioner Keefer, seconded by Commissioner Burkett, moved to award contract PUR1538 to Municipal Emergency Services, Inc., Charlotte, NC in the amount of \$1,506,965.53, as presented. The motion passed unanimously.

### **INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0081) – FIREARMS FOR THE WASHINGTON COUNTY SHERIFF'S OFFICE**

Mr. Curry recommended authorization by Resolution for the Sheriff's Office to purchase firearms with the appropriate accessories at the contracted pricing in the amount of \$93,964.83 and to utilize another jurisdiction's contract that was awarded by the State of Maryland (Contract #001B0600482) to Atlantic Tactical of New Cumberland, Pennsylvania (PA); funding is available from 30-11620-BLD108.

Commissioner Baker, seconded by Commissioner Keefer, moved to award INTG-22-0081 to Atlantic Tactical, New Cumberland, PA, in the amount of \$109,351.13, as presented. The motion passed unanimously.

(Resolution No. RS-2022-09 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

*The Commissioners recessed at 11:00 a.m. and returned to the meeting at 11:20 a.m.*

**INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0082) –  
POWERLOAD SYSTEMS STRETCHERS AND POWER PRO STRETCHERS**

Brandi Naugle, Buyer, Purchasing; Dave Chisholm, Deputy Director, Emergency Services; and Dave Hays, Director, Emergency Services, recommended authorization by Resolution for the Division of Emergency Services to purchase six (6) Powerload Systems stretchers and six (6) Power Pro stretchers with appropriate accessories for the cost of \$297,229.10 and to utilize another jurisdiction's contract that was awarded by the State of Maryland Purchasing (Contract #001B2600009) to Stryker Medical, Chicago, Illinois (IL); funds are budgeted in the Capital Improvement Plan Account 600300-10-11430 VEH009.

Commissioner Burkett, seconded by Commissioner Baker, moved to award contract INTG-22-0082 to Stryker Medical, Chicago, IL in the amount of \$297,229.10, as presented. The motion passed unanimously.

(Resolution No. RS-2022-10 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

**GOVERNOR'S OFFICE OF CRIME PREVENTION, YOUTH AND VICTIM SERVICES  
FISCAL YEAR 2023 COMMUNITY PARTNERSHIP AGREEMENT PROPOSAL**

Rachel Souders, Senior Grant Manager, Office of Grant Management, recommended approval to submit the Fiscal Year 2023 (FY23) Community Partnership Agreement proposal to the Governor's Office of Crime Prevention, Youth and Victim Services in the amount of \$661,103 and to accept funding as awarded.

Commissioner Baker, seconded by Commissioner Burkett, moved to approve the submittal of the FY23 Community Partnership Agreement in the amount of \$661,103, and to accept funding as awarded. The motion passed unanimously.

**JAIL BASED MEDICATION ASSISTED TREATMENT AND REENTRY PROGRAM –  
APPROVAL TO ACCEPT AWARDED FUNDING**

Ms. Souders and Meghan Willis, Program Director, Day Reporting Center, recommended approval to accept funding as awarded for the Jail Based Medication Assisted Treatment (MAT) and Reentry Program from the Opioid Operational Command Center in the amount of \$491,374.37. The funds will be used to expand access to MAT and coordinate continuation of MAT services post release as required under Maryland House Bill 116.

Commissioner Burkett, seconded by Commissioner Baker, moved to accept funding as awarded in the amount of \$293,557.60 for the MAT, as presented. The motion passed unanimously.

**EMERGENCY RENTAL ASSISTANCE PROGRAM – ADDITIONAL FUNDING**

Ms. Souders, and George Newman III, President and CEO, Washington County Community Action Council, recommended acceptance of additional Emergency Rental Assistance Program funding from the Department of Housing and Community Development in the amount of \$1,300,000; this funding would be distributed to Washington County residents in need of assistance to pay rent and/or utilities because of the COVID-19 pandemic.

Commissioner Wagner, seconded by Commissioner Baker, moved to accept additional funding in the amount of \$1,300,000 from the Department of Housing and Community Development, as presented. The motion passed unanimously.

**INFORMATION TECHNOLOGY RECLASSIFICATION AND REORGANIZATION OF DUTIES**

Josh O'Neal, Director, Division of Information Systems, recommended approval of a reclassification of various positions and the advertisement of newly reclassified positions. Mr. O'Neal provided an overview of the changes to include IT Services Specialist to Network Engineer III, Grade 15; Tech Support Analyst II to Tech Support Analyst III, Grade 14; Tech Support Analyst I to Tech Support Analyst II, Grade 13; Senior Tech Analyst to Tech Support Analyst II, Grade 13; Software Support Specialist to Help Desk Support Analyst II, Grade 9; for a realized savings of \$2,558.

Commissioner Burkett requested the final proposed budget reflecting the changes; Commissioner Keefer concurred.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the reclassifications, as presented. The motion passed 3-2, Commissioner's Burkett and Keefer voted "NAY".

**COMMUNITY ORGANIZATION FUNDING – SERVICE PRIORITY AREAS AND ELIGIBLE EXPENSES FOR FISCAL YEAR 2023**

Susan Buchanan, Director, Office of Grant Management, presented the Community Organizations Service Priority Areas and their respective available funding amounts; to include the addition of capital expenses as eligible costs for Community Organization Funding grants. Ms. Buchanan presented the Board with the pros and cons for the additional of capital expenses as eligible costs. Ms. Buchanan confirmed that there is a total of \$774,000 to be distributed.

**FISCAL YEAR 2022-2023 GENERAL FUND BUDGET, HUMANE SOCIETY**

Colin Berry, Executive Director, and Crystal Mowery, Field Services Director, presented information related to the budget of the Humane Society of Washington County's Animal Control Contract. Mr. Berry shared that the total amount of the request for FY22 is \$1,508,472.

*The Commissioners recessed at 12:00 p.m. and returned to the meeting at 12:25 p.m.*

**FISCAL YEAR 2023 GENERAL FUND BUDGET – MUSEUM OF FINE ARTS**

Sara Hall, Director; Roger Fairbourn, President; and James Holzapfel, Treasurer; Board of Directors, Washington County Museum of Fine Arts, presented the Board with an overview pertaining to the FY23 budget request, submitted at \$150,000, an increase of \$30,000 from FY22.

**FISCAL YEAR 2023 GENERAL FUND BUDGET – (PROPOSED) DRAFT 2**

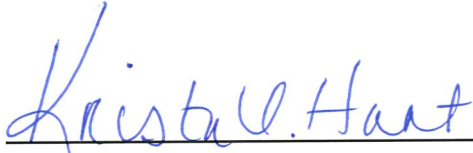
Kelcee Mace, Interim Chief Financial Officer and Kim Edlund, Director, Budget & Finance, provided the Board with information on the Draft 2 (proposed) currently \$266,715.39, General Fund revenue and expense summaries, to include a 5-year outlook. Ms. Mace shared that the amounts are those requested by departments and outside agencies for consideration; of which the staff of Budget & Finance Department will recommend adjustments at a future date to balance the budget for FY23.

**JOINT MEETING WITH WASHINGTON COUNTY BOARD OF EDUCATION (BOE)  
Presentation and discussion of the Draft FY2023 General Fund Budget for Washington County Public Schools**

The Board of County Commissioners met with the Board of Education at 100 West Washington Street, Suite 1113 Hagerstown. Dr. Boyd Michael Superintendent; Jeffrey Proulx, Chief Financial Officer; David Brandenburg, Executive Director of Finance; and Eric Sisler, Finance and Budget Manager, presented the draft FY23 General Fund budget for the BOE. Dr. Michael discussed the expenditure factors, grant adjustments, mandatory increases, and compensation adjustments.

**ADJOURNMENT**

Commissioner Wagner, seconded by Commissioner Baker, moved to adjourn the meeting 2:15 p.m.  
The motion passed unanimously.

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

Krista L. Hart, *County Clerk*