



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

April 26, 2022

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

A moment of silence was observed, followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

Vice President Terry L. Baker 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: Commissioner Wayne K. Keefer; Commissioner Randall E. Wagner; and Commissioner Charles A. Burkett (President Jeffrey A. Cline was absent).

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Burkett, moved to approve the minutes of April 12, 2022. The motion passed unanimously.

COMMISSIONER COMMENTS

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

Commissioner Keefer thanked staff from Business Development for aiding those with disabilities find employment. Additionally, he asked for an update on the Health Benefits to Retiree's; he would like changes incorporated into the FY2023 budget. Additionally, he asked for an update on the Telework Policy; John Martirano advised that there has been a sub-committee formed to discuss; he will provide an update. He also asked about the take home vehicle policy currently in place.

Commissioner Burkett congratulated Elizabeth McDonough for being awarded with Teacher of the Year Award, and all nominees. Additionally, he echoed Commissioner Keefer's comments regarding the Health Insurance Plan for Retirees.

Commissioner Wagner thanked all staff members who responded on Easter for a water main break.

Vice President Baker welcomed the return of Krista Hart, County Clerk, following medical issues. Commissioner Keefer and Burkett echoed his comments and thanked Ms. Hart for responding immediately during her time off.

STAFF COMMENTS

County Administrator

John Martirano thanked staff for responding to the water main break. Also, he shared his condolences to the family of Paul Swartz, former Commissioner.

CITIZEN PARTICIPATION

Beau Ouimette, Washington County citizen, discussed unsatisfactory comments from County staff.

Chip Wood shared his support for the Civil War Rail Trail and requested that the County complete a study for the need of same.

Austin Heffernan, Hamilton Blvd, Hagerstown, shared his support for the Civil War Rail Trail.

Stephanie Phillips, PO Box 1264, Falling Waters, WV, shared opinions on events in Washington County.

PUBLIC HEARING – MODIFICATION OF WATER AND SEWER RATES

Vice President Baker convened a public hearing at 10:32 a.m. to obtain public comment regarding the proposal for modification of water and sewer rates FY2023. Commissioner Baker reviewed the procedures for the Public Hearing.

Kelcee Mace, Interim CFO, and Mark Bradshaw, Director, Environmental Management, shared information on the proposed rate increases for Laboratory Analysis Fees.

The Public Hearing was opened for citizen participation.

Neil Becker, Hagerstown, shared concern for maintaining water and sewer services with no increase.

The Public Hearing was opened for Commissioner comments.

Commissioner Keefer asked how the fees would affect those citizens with well and septic.

The Commissioners reached a consensus to proceed without water and sewer rate increases to the Budget Hearing in May.

The Public Hearing was closed at 10:44 a.m.

PUBLIC HEARING – ESTABLISHMENT AND MODIFICATION OF CERTAIN LANDFILL USER FEES

Vice President Baker convened a public hearing at 10:45 a.m. to obtain public comment regarding the proposal for establishment and modification to certain landfill user fees for FY2023. Commissioner Baker reviewed the procedures for the Public Hearing.

Ms. Mace and Dave Mason, Deputy Director, Solid Waste, discussed the proposed increase in landfill fees for the disposal of mattress/box spring and for compost.

The Public Hearing was open for citizen participation; no citizens offered testimony.

The Public Hearing was opened for Commissioner comments.

Commissioner Burkett asked when the permit fee was last changed.

The Commissioners took no action on the matter.

The Public Hearing was closed at 10:49 a.m.

CITIZEN PARTICIPATION (continued)

Todd Smith, 136 Lincoln Avenue, Boonsboro, Maryland, thanked those who attended the Congressional Fire Services Institute Dinner. Additionally, he shared his support for the EMS / Firefighters.

Neil Becker, Hagerstown, shared his support for a fully funded Board of Education budget.

Stephanie Phillips shared her opposition to the Citizens Guide.

PUBLIC HEARING – MODIFICATION OF CHARGES, RENTALS, AND FEES AT THE HAGERSTOWN REGIONAL AIRPORT

Vice President Baker convened a public hearing at 11:00 a.m. to obtain public comment regarding the proposal for modification of charges, rentals, and fees at the Hagerstown Regional Airport for FY2023. Commissioner Baker reviewed the procedures for the Public Hearing.

Ms. Mace and Rick Johnson, Director, Hagerstown Regional Airport, discussed the proposed increase in fees at the Hagerstown Regional Airport for to include T-Hangar rentals, parking, and landing fees.

The Public Hearing was opened for citizen participation. Stephanie Phillips shared a comment regarding a matter not part of this current discussion.

The Public Hearing was opened for Commissioner comments. Commissioner Wagner asked who is responsible for water/sewer in offices at Hangars. Vice-President Baker asked for an average increase over past few years.

The Public Hearing was closed at 11:09 a.m.

PUBLIC HEARING: 2022 AGRICULTURAL LAND PRESERVATION DISTRICT APPLICATIONS

Vice President Baker convened a Public Hearing at 11:10 a.m. to obtain public comment on the priority ranking of Agricultural Land Preservation Easement Applications, as recommended by the Agricultural Land Preservation Advisory Board. Chris Boggs, Rural Preservation Administrator, Planning and Zoning, explained the process and added that if approved, the ten (10) applicants would be forwarded to the Maryland Agricultural Land Preservation Foundation (MALPF); easements would be purchased in order from the priority list until funds are exhausted. Mr. Boggs briefed the Commissioners on each property included in the request.

The Public Hearing was opened for citizen participation. Stephanie Phillips commented on land preservation.

The Public Hearing was opened for Commissioner comments.

Commissioner Wagner shared that the property owners listed as Wagner/Miller is of no relation.

The Public Hearing was closed at 11:15 a.m.

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

PROCLAMATION: 35th ANNIVERSARY OF WASHINGTON COUNTY COMMISSION FOR WOMEN

The Board of County Commissioners presented the volunteers of the Washington County Commission for Women with a proclamation, recognizing its 35th Anniversary. Shadae Paul, President, Beth Harvey, Vice President, and Jessica Scott, provided the Commissioners with a history on the Commission for Women.

CONTRACT FOR DISCOVER BOOKS RECYCLING PROGRAM

Mr. Mason recommended approval to award a contract with Discovery Books for book recycling at the 40 West Landfill and Greensburg Transfer Station.

Commissioner Wagner, seconded by Commissioner Burkett, moved to approve the contract with Discovery Books, as presented. The motion passed unanimously.

**BID AWARD (PUR1536) – ROOF REPLACEMENT AND METAL SIDING
INSTALLATION AT VARIOUS COUNTY PARKS**

Brandi Naugle, Buyer, Purchasing, and Danny Hixon, Deputy Director, Building, Grounds, and Facilities, recommended approval to award the bid for the replacement of park pavilion and restroom roofs and installation of metal siding on specified areas to the responsible, responsive bidder, Reese's Home Improvement, Inc., Boonsboro, Maryland (MD) as follows:

Option	Description	Price
A	CAMP HARDING PARK - Pavilion, Guard Shack & Pavilion/Bathroom Combo Structures	\$29,061.00
B	CHESTNUT GROVE PARK – Pavilion & Bathroom Structures	\$20,438.00
C	CLEAR SPRING PARK – Pavilion & Bathroom Structures	\$20,438.00
D	PEN MAR PARK – Dance Pavilion, Overlook Pavilion, Bathroom, Pavilion/Bathroom Combo & Pavilion Structures	\$63,250.00
Total for Options A – D		\$131,187.00

Ms. Naugle added that funds are budgeted in the departments Capital Improvement Plan budget account 599999-30-11900 REC053.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the award of PUR1536 to Reese's Home Improvement, Inc. Boonsboro, MD, as presented. The motion passed unanimously.

CONTRACT RENEWAL (PUR1417) ELECTRICIAN SERVICES AT COUNTY FACILITIES

Ms. Naugle and Mr. Hixon recommended renewal of the Electrician Services Contract at County Facilities with Kube Electric Company, Inc. of Williamsport, Maryland, per the rates included in its letter dated March 28, 2022. Ms. Naugle explained that Kube Electric has requested an approximate 4.8% increase above the current hourly rates for work performed by an Electrician and an Apprentice during regular hours, evening, Saturdays, Sundays, and holidays, as well as the rate for Consulting Design Services as follows:

	FY22	FY23
Regular Working Hours (Routine)		
<i>Electrician</i>	\$36.25	\$38.10
<i>Helper</i>	\$21.50	\$22.50
Evenings and Saturdays (Emergency)		
<i>Electrician</i>	\$52.75	\$55.40
<i>Helper</i>	\$32.10	\$33.50
Sundays and Holidays (Emergency)		
<i>Electrician</i>	\$52.75	\$55.40
<i>Helper</i>	\$32.10	\$33.10
Consulting and Design Service	\$57.00	\$60.00

Overhead for repair parts and materials will remain unchanged at 15% over cost.

Ms. Naugle shared that the contract is a one (1) year contract that commenced on July 1, 2019 with an option by the County to renew for up to four (4) additional one (1) year periods. This is the third of four one (1) year optional renewals of the contract.

Commissioner Burkett, seconded by Commissioner Wagner, moved to renew Contract PUR1417 with Kube Electric Company, Inc. of Williamsport, MD, as presented. The motion passed unanimously.

CONTRACT RENEWAL (PUR1383) PLUMBING AND HEATING MAINTENANCE SERVICES

Ms. Naugle and Mr. Hixon recommended renewal of the Plumbing and Heating Maintenance Services at County Facilities with Beaver Mechanical Contractors, Inc. of Hagerstown, Maryland (MD), per the rates included in its letter dated April 13, 2022. Ms. Naugle explained that Beaver Mechanical has requested an approximate 27% increase above the current hourly rates for work performed by Plumbers and Plumbers Helpers during regular hours, evening, Saturdays, Sundays, and holidays as follows:

	FY18	FY22
Regular Working Hours (Routine)		
<i>Plumber</i>	\$38.00	\$48.00
<i>Helper</i>	\$29.50	\$38.40
Evenings and Saturdays (Emergency)		
<i>Plumber</i>	\$57.00	\$72.00
<i>Helper</i>	\$44.25	\$57.60
Sundays and Holidays (Emergency)		
<i>Plumber</i>	\$98.00	\$120.00
<i>Helper</i>	\$76.00	\$96.00

Ms. Naugle shared that the contract is a one (1) year contract that commenced on July 1, 2018 with an option by the County to renew for up to four (4) additional one (1) year periods. This is the fourth and final of four one (1) year optional renewals of the contract.

Commissioner Wagner, seconded by Commissioner Keefer, moved to renew Contract PUR1383 with Beaver Mechanical Contractors, Inc. Hagerstown, MD, as presented. The motion passed unanimously.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0085) THREE FIRE ENGINES

Ms. Naugle, and Eric Jacobs, EFO, Operations Manager, Emergency Services, recommended authorization by Resolution for the Fire/EMS, Division of Emergency Services to purchase three (3) Fire Fighting Engines at \$743,255 each, for a total cost of \$2,229,765 and to utilize another jurisdiction's contract awarded by Houston Galveston Area Council (Contract #FS12-19) to Atlantic Emergency Solutions, Inc., Williamsport, Maryland (MD). Ms. Naugle added that the funds are budgeted in the Capital Improvement budget account 600300-30-11430.

Commissioner Wagner, seconded by Commissioner Keefer, moved to authorize by Resolution the purchase of three (3) Fire Fighting Engines from Atlantic Emergency Solutions, Inc., Williamsport, MD in the total amount of \$2,229,765, as presented. The motion passed unanimously.

(Resolution No. RS-2022-15 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

PRESENTATION OF THE 2023-2032 CAPITAL BUDGET (DRAFT 3)

Ms. Mace and Andrew Eshleman, Director, Public Works, provided the Board with an update on Draft 3, 2022-2031 Capital Budget of \$65,402,000.

FISCAL YEAR 2023 GENERAL FUND BUDGET – PROPOSED (DRAFT 4)

Ms. Mace and Kim Edlund, Director, Budget and Finance, provided the Board with an update on Draft 4, Fiscal Year 2023 (FY23), General Fund Budget in the amount of \$262,814,130.

The Commissioners reached a consensus to present the tax rate as previously discussed and presented.

FISCAL YEAR 2023 SEMIANNUAL SERVICE FEE – REAL ESTATE PROPERTY TAXES

Ms. Mace and Ms. Edlund recommended consensus to seek approval from the State of Maryland to set the semiannual service fee for real estate property taxes at 0.00%.

Commissioner Burkett, seconded by Commissioner Keefer, moved to approve the request, as presented.

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Burkett, moved to convene in closed session at 12:02 p.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; to consult with counsel to obtain legal advice on a legal matter; to consult with staff, consultants, or other individuals about pending or potential litigation, in accordance with Sections 3-305(b) (1), (7), and (8) 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 and reclassification and reorganization of certain personnel. Additionally, the Commissioners discussed a litigation matter.

Present during closed session were Commissioners 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 member was present at times: Deb Condo, Interim Director, Human Resources, and D. Bruce Poole, Esquire (Commissioner Jeffrey A. Cline was absent).

RECONVENE IN OPEN SESSION

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

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Burkett, moved to adjourn the meeting 12:45 p.m. The motion passed unanimously.



Krista L. Hart, County Clerk