



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

September 27, 2022

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

A moment of silence was observed; President Cline remembered the tragic event of 9/11; followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President Jeffrey A. Cline called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 8:34 a.m. at 100 West Washington Street, Hagerstown, Maryland, with the following members present: Vice President Terry L. Baker; Commissioner Wayne K. Keefer; and Commissioner Randall E. Wagner; Commissioner Charles A. Burkett was absent.

COMMISSIONER COMMENTS

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

Vice President Baker thanked all involved in the ceremony for the Public Safety Training Center.

Commissioner Keefer echoed Commissioner Baker's comments. Additionally, he shared information regarding a citizen comment who performed a search on Maryland Judiciary Case Search for Washington County, he requested an update on the legal issues listed.

Commissioner Wagner echoed Commissioner Keefer's comments and supported the request for an update on legal issues. Additionally, he shared that the Commissioners attended a flag raising event at the Board of Elections earlier this date. He also commended all involved in the Public Safety Training Center.

President Cline also attended the grand opening of the Public Safety Training Center. He recognized the Town of Smithsburg for the Steam and Craft Show. Additionally, he attended the National Park Headquarters Open House in Williamsport.

STAFF COMMENTS

Human Resources

Deb Condo, Interim Director, presented the recommendation to promote Brittany Price to the position of Retirement Coordinator (Grade 15, Step 4 \$56,722); this is a new position.

Commissioner Baker, Commissioner Wagner, moved to approve the promotion as presented. The motion passed unanimously.

Ms. Condo presented the recommendation to hire Michelle Gordon for the position of CFO (Grade 20, Step 15, \$127,525).

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

Budget & Finance

Kelcee Mace, Interim Chief Financial Officer, requested approval for a budget adjustment in the amount of \$28,195.00.

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

County Attorney's Office

Kirk Downey presented a request from the Town of Williamsport for a letter of support for two initiatives they are pursuing. First would be for grant funding for the purchase and renovation of the Springfield Manor House, and secondly, for the relocation of the Route 11 Bridge to a site north of current location.

The Commissioners reached a consensus to proceed with the letter of support.

County Administrator

John Martirano thanked staff from Public Works for the flagpole installation at the Board of Elections. Additionally, he thanked all involved in the ribbon cutting of the Public Safety Training Center. He advised all that there will be no County Commissioner meeting October 3.

CITIZEN PARTICIPATION

Demaria Crummit (sp)1401 Haven Road, Hagerstown, presented information regarding the homeless community.

Tom Thortson 13832 Ideal Circle, Hagerstown, discussed warehouses in Washington County and surplus funding.

Christa Berry, 720 White Avenue, Cumberland, presented on behalf of CASA, Western Maryland, requesting funding support.

**CHARACTER COUNTS! REQUEST FOR FUNDING AND PRESENTATION OF
CHARACTER COUNTS! MONTH PROCLAMATION**

Carolyn Brooks, Director, Character Counts! presented the Commissioners with a request for funding in the amount of \$3,000 for direct expenses associated with the year-end event.

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the funding request as presented, with a funding source of Commissioner Contingency Account. The motion passed unanimously.

The Commissioners presented Ms. Brooks with a proclamation recognizing Character Counts! month.

SMITHSBURG HIGH SCHOOL ATHLETIC COMPLEX

Mark Barnhart, President; Smithsburg Athletic Boosters Club, Inc., and Jeffrey Proulx, Chief Operating Officer, Washington County Public Schools, presented a request for funding in the amount of \$250,000 to aide with construction of a new building.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the funding request as presented, with a funding source of Capital Reserves. The motion passed unanimously.

**EDWARD J. BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT – APPROVAL TO
SUBMIT APPLICATION AND ACCEPT FUNDING AS AWARDED**

Captain Mark Knight, Sheriff's Office, and Rachel Souders, Senior Grant Manager, Office of Grant Management, requested approval to submit an application for the Edward J. Byrne Memorial Justice

Assistance Grant to the Governor's Office of Crime Prevention, Youth, and Victim Services requesting a total of \$35,525 for Fiscal Year 2023 and to accept funding as awarded.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the grant submission an to accept funding as awarded, as presented. The motion passed unanimously.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0097) TWO (2) AMBULANCES FOR THE DIVISION OF EMERGENCY SERVICES

Rick Curry, Director, Purchasing, and Eric Jacobs, Operations Manager, Division of Emergency Services, recommended authorization by Resolution, for Fire/EMS, Division of Emergency Services to purchase two (2) F550 Ambulances at the cost of \$320,740 each for a combined total cost in the amount of \$641,480 and to utilize another jurisdiction's contract that was awarded by Houston Galveston Area Council (Contract #AM10-20) to Fesco Emergency / Horton Emergency Vehicles of Grove, City, Ohio. Funds are budgeted in the Capital Improvement Budget account 600300.30.11430 for the procurement.

Mr. Jacobs shared that initially, the request was for three (3) Ambulances in the amount of \$962,220; however, due to a cost increase, the request was changed to two (2) to meet the previously approved amount of \$750,000.

Commissioner Wagner, seconded by Commissioner Baker, moved to authorize by Resolution, the Intergovernmental Cooperative Purchase, INTG-22-0097 for the purchase of three (3) F550 Ambulances for a total of \$962,220, with a funding source for the overage of Capital Reserve, as presented. The motion passed unanimously.

(Resolution No. RS-2022-32 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is in the County Commissioners' Office.)

FACES OF FARMING

Susan Grimes, Director, Business Development, shared the agricultural-focused video marketing campaign showcasing local Washington County farms, which will be shared on the County website.

DISCUSSION REGARDING PROPOSED ZONING TEXT AMENDMENT

The Board of County Commissioners discussed a proposed zoning text amendment. Jill Baker, Director, Planning and Zoning, presented information surrounding Commissioner Burkett's previous request on September 20, 2022 for an amendment to the Zoning Text Amendment, Section 19.9. Ms. Baker explained that the State Highway Administration approves entrance permits for State Roads, and an amendment such as this, would contradict that process.

The Commissioners discussed the matter and per a request from Commissioner Keefer, staff was instructed to gather information on roles and responsibilities of all parties involved in decision making for matters such as this.

Commissioner Keefer shared concerns with decisions being made outside of the Board of County Commissioners, more specifically, the Board of Zoning Appeals.

DISCUSSION REGARDING POTENTIAL PROCESS FOR NON-PROFIT FUNDING

The Board of County Commissioners discussed processes for distribution of surplus funds to non-profit agencies. Susan Buchanan, Director, Grant Management, provided the Board with information on existing programs already in place which could be utilized for distribution of the surplus funds, to include Non-Profit Recovery Grant or Community Organization Funding.

The Commissioners discussed various options and instructed staff to contact the Community Organization Funding Committee for willingness to assist; staff will return at a later date.

Commissioner Baker left the meeting at 10:11 a.m. and returned at 10:12 a.m.

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Baker, moved to convene in closed session at 10:18 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; to consider the acquisition of real property for a public purpose and matters directly related thereto; to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; to consult with counsel to obtain legal advice on a legal matter; and to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the development of fire and police services and staff; and (ii) the development and implementation of emergency plans; and to consult with staff, consultants, or other individuals about pending or potential litigation; in accordance with Sections 3-305(b) (1), (3), (4), (7), and (10) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed personnel assignments and compensation; business development updates; and a potential land transaction. The Commissioners further discussed legal negotiation/contractual matter. Additionally, the Commissioners discussed Emergency Services staffing and deployment of personnel.

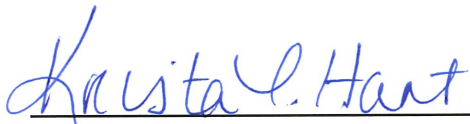
Present during closed session were Commissioners Jeffrey A. Cline; Terry L. Baker; Wayne K. Keefer; and Randall E. Wagner; also, present were John M. Martirano, County Administrator; Kirk C. Downey, County Attorney, and Krista L. Hart, County Clerk; and at various times, Deb Condo, Interim Director, Human Resources; Mark Bradshaw, Director, Environmental Management; Todd Moser, Real Property Administrator; Dave Hays, Director, Emergency Services; Dave Chisholm, Deputy Director, Emergency Services; and Dale Fishack, President, Washington County Volunteer Fire and Rescue Association; Commissioner Charles Burkett was absent.

RECONVENE IN OPEN SESSION

Commissioner Baker, seconded by Commissioner Wagner, moved to reconvene in open session at 12:34 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Baker, moved to adjourn the meeting 12:34 p.m. The motion passed unanimously.



Krista L. Hart, *County Clerk*