



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

December 13, 2022

INVOCATION AND PLEDGE OF ALLEGIANCE

President John F. Barr offered the invocation, followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President Barr 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 Jeffrey A. Cline; Commissioner Derek Harvey; Commissioner Wayne K. Keefer; and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the minutes of November 29, 2022; Commissioner Barr and Commissioner Harvey abstained.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the minutes of December 6, 2022, December 7, 2022 (Delegation Meeting), and December 7, 2022. The motion passed unanimously.

COMMISSIONER COMMENTS

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

Commissioner Keefer shared his condolences to the family of Zach Reid, former Fire Chief, Clear Spring, Maryland. Additionally, he discussed the Town of Hancock's request for adding its municipal police department employees to the County pension. He further thanked all involved in the Nutcracker presentation at the Maryland Theatre.

Commissioner Wagner also offered condolences to the family of Zach Reid. He thanked Antietam Brewery for the Toys for Tots event. Additionally, he thanked the Washington County Delegation for their time last week.

Commissioner Harvey also shared condolences to the family of Zach Reid. Additionally, he touched on several visits throughout his first week as County Commissioner, personally thanking Andrew Eshleman, Director, Public Works. He attended the Mayor and Council members, Town of Boonsboro, and shared its desire for a Commuter Service into Boonsboro.

Vice President Cline echoed Commissioner Wagner's comments. He congratulated all involved in the Opening Day for the volleyball program with the Washington County Recreation and Parks Department.

President Barr shared his condolences for the Reid family. Additionally, he discussed the Barbara Ingram School for the Arts Special Reception, congratulating all. President Barr shared that Friday; December 16th is Commissioner bell ringing day for the Salvation Army and requested the Board consider participating. Additionally, he shared that Thursday will be the Angel Tree Event, Longmeadow Shopping Center. President Barr shared a "look ahead" for the week of events for the Board, sharing various events on the calendar.

STAFF COMMENTS

County Clerk

Krista Hart recommended approval of the 2023 Board of County Commissioners meeting schedule.

The Commissioners reached a consensus to publish the schedule as presented.

County Attorney

Kirk Downey shared that the Maryland Association of Counties (MACo) has requested nomination of a representative to serve on the MACo Legislative Committee.

Commissioner Wagner, seconded by Commissioner Keefer, moved to appoint President Barr to serve as the representative. The motion passed unanimously.

Commissioner Wagner, seconded by Commissioner Harvey, moved to appoint Vice President Cline to serve as the alternate representative. The motion passed unanimously.

County Administrator

John Martirano shared his condolences to the family of Zach Reid and thanked staff for providing assistance in the memorial service.

CITIZEN PARTICIPATION

Dan Spedden, President, Hagerstown / Washington County Convention and Visitors Bureau shared that Hagerstown and Washington County will be hosting the North East Gold Cup Finals at the newly renovated BMX Track. Additionally, he discussed the Salute to Independence at the Antietam Battlefield, asking for a letter of support to continue hosting said event at this location.

Stan Brown, Jr., Washington County, requested that Colonel Henry K. Douglas Boulevard be renamed.

INSURANCE RENEWAL FOR WASHINGTON COUNTY VOLUNTEER FIRE AND RESCUE ASSOCIATION

Tracy McCammon, Risk Management Administrator, Human Resources, and Patrick Buck, CBIZ, presented the recommendation to renew policies in place with VFIS Insurance Company at the estimated premium of \$409,980, worker's compensation insurance policies with Chesapeake Employers Insurance Company at the estimated premium of \$298,719 and the cyber liability policy with BCS Insurance Company at the estimated premium of \$17,164.

Commissioner Wagner, seconded by Commissioner Cline, moved to renew policies in place as presented. The motion passed unanimously.

TOWN OF SHARPSBURG, PROPOSED WELL

Russ Weaver, Mayor, Town of Sharpsburg; Jacob Martz, Assistant Mayor; and Mark Bradshaw, Director, Environmental Management, requested consensus to accept the Town of Sharpsburg proposal to proceed with the project or to drill the new well on the County's Sharpsburg Water Treatment Plant property as previously discussed by the Board in October 2022; thus, honoring the approximate \$300,000 commitment made during that time.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve two (2) wells, and divide the cost of second well with the Town of Sharpsburg, as presented. The motion passed unanimously.

CITY OF BRUNSWICK FUNDING REQUEST

Mr. Bradshaw presented a funding request from the City of Brunswick for two (2) water proposals, as previously discussed by the Board in September 2022. Mr. Bradshaw shared that the city "City" of Brunswick reviewed the offer of \$50,000 assistance funding for the Yourtee Spring rehabilitation project; and to supply supplemental water to the Sandy Hook community.

Upon review, the City has requested that the proposal be separated into two (2) individual proposals for consideration. The first proposal would provide funding in the amount of \$20,000 to the Yourtee Spring rehabilitation project, and the second proposal would provide funding to the City in the amount of \$30,000 for the right to connect to the City's water system in the future.

The Commissioners instructed staff to present a draft Memorandum of Understanding for formal review and approval at a future meeting.

CONTRACT AWARD (PUR1577) WASHINGTON COUNTY PUMP STATION UPGRADES

Rick Curry, Director, Purchasing, and Mr. Bradshaw recommended approval to award contract PUR1577 for the Pump Station Upgrade project to the responsible, responsive bidder, HRI Bridge Company, aka HRI, Inc., State College, Pennsylvania, for the lowest total sum of \$12,940,470 (items 1 through 14d and plus contingent C1 through C4); funds are budgeted in the department's CIP budget account LIN042.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the award of contract PUR1577 to HRI Bridge Company, aka HRI, Inc. in the amount of \$12,940,470, as presented. The motion passed unanimously.

QUOTATION AWARD (Q-22-741) AUTOMATED MULTI-CHEMISTRY DISCREET ANALYZER

Mr. Curry and Davina Yutzy, Deputy Director, Environmental Management, recommended approval to award contract Q-22-741 for the Automated Multi-Chemistry Discreet Analyzer project to the responsible, responsive bidder, Seal Analytical, Inc., Mequon, WI, for the total lump sum of \$54,920 (correction from as written on Agenda Request Form); funds are budgeted in the department's budget account.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the award of contract Q-22-741 to Seal Analytical, Inc. in the amount of \$54,920, as presented. The motion passed unanimously.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-22-0102) PLAYGROUND EQUIPMENT

Brandi Naugle, Buyer, Purchasing, and Andrew Eshleman, Director, Public Works, presented the recommendation to authorize by Resolution, for the Parks and Recreation Department to purchase and install playground equipment at Devils Backbone Park and Doub's Woods Park from Kompan, Inc., Austin Texas and to utilize the Omnia Partners contract #2017001135 for the total sum of: Devil's Backbone Park \$55,222.89, and Doub's Woods Park \$158,595.98; funds are budgeted in the departments operating budget 11900.10.REC037.

Commissioner Wagner, seconded by Commissioner Keefer, moved to authorize by resolution, the Intergovernmental Cooperative Purchase INTG-22-0102, as presented. The motion passed unanimously.

(Resolution Number RS-2022-39 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioner's Office.)

FISCAL YEAR 2023 MID-YEAR COST OF LIVING ADJUSTMENT

Michelle Gordon, CFO; John Martirano, County Administrator; presented the recommendation to approve a mid-year cost of living adjustment (COLA) and associated budget adjustment, with an effective date of the first payroll in January 2023. Ms. Gordon shared that the percentage rate is at the discretion of the Board of County Commissioners.

Ms. Gordon also discussed the separate need to review the part-time wages as they compare to the raise of minimum wage in Maryland.

The Commissioners discussed options for an increase in cost-of-living wages.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve a cost-of-living increase in the amount of 9.5%, effective during the first pay cycle in January 2023. The motion passed unanimously.

AGRICULTURE – FACES OF FARMING

Jonathan Horowitz, Director, Business Development, presented videos showcasing two (2) local Washington County Farms, Linden Hall, Hagerstown, and Kueffner Holsteins and Jerseys, Boonsboro.

BOARDS AND COMMISSIONS – COMMISSIONER ASSIGNMENT DISCUSSION

The Commissioners decided their representation on various boards and commissions which require their participation as follows, though several positions will be decided in the near future:

President Barr – Hagerstown/Eastern Panhandle Metropolitan Planning Organization; MACo Legislative Committee, (with Commissioner Cline as alternate); Museum of Fine Arts, Board of Trustees; University of Maryland, Board of Directors; Western Maryland Consortium.

Commissioner Cline – Agricultural Education Center Board, Community Action Council, Local Management Board; Recreation and Parks Advisory Board; Transportation Advisory Committee; Tri-County Council for Western Maryland.

Commissioner Harvey – Agricultural Land Preservation Advisory Board; Historical Advisory Committee; I-81 Corridor Coalition; Veteran's Advisory Committee.

Commissioner Keefer – Commission on Aging, Board of Directors; Social Services Board; Tri-County Council for Western Maryland Revolving Loan Fund.

Commissioner Wagner – Black Rock Golf Course Board; Emergency Services Advisory Council; Hagerstown Airport Advisory Committee; Health Advisory Board; Planning Commission.

CONVENE IN CLOSED SESSION

Commissioner Cline, seconded by Commissioner Wagner, moved to convene in closed session at 12:00 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; 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 appointments to Boards/Commissions, personnel vacancies, and hiring practices.

Present during closed session were Commissioners John F. Barr, Jeffrey A. Cline, Wayne K. Keefer, Derek Harvey, and Randall E. Wagner; also, present were John M. Martirano, County Administrator; Krista L. Hart, County Clerk, and Kirk C. Downey, County Attorney. Additionally, the following staff members were present at times: Katrina Wyand-Yurish, Director, Human Resources.

RECONVENE IN OPEN SESSION

Commissioner Cline, seconded by Commissioner Harvey, moved to reconvene in open session at 12:40 p.m. The motion passed unanimously.

STAFF COMMENT (continued)

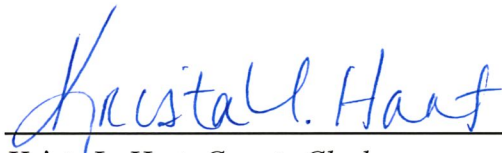
Katrina Wyand-Yurish, Director, Human Resources, presented the recommendation to hire Zachary Kieffer for the vacant position of Assistant County Attorney (Grade 17, Step 1 \$71,635); this position is vacant due to the transfer of Andrew Bright.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the request, as presented. The motion passed 4-1 (Commissioner Keefer voted "NAY").

ADJOURNMENT

Commissioner Cline, seconded by Commissioner Harvey, moved to adjourn the meeting 12:42 p.m. The motion passed unanimously.

The County Commissioners and various staff attended a luncheon meeting afterwards with the Board of Directors and staff of the Department of Social Services, 122 North Potomac Street, Hagerstown, Maryland.



Krista L. Hart, County Clerk

