

**BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY
Hagerstown, Maryland**

January 31, 2017

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Barr offered the Invocation followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President Terry L. Baker called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:21 a.m. at 100 West Washington Street, Room 227, with the following members present: Vice President Jeffrey A. Cline and Commissioners John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr.

APPROVAL OF MINUTES – JANUARY 12, 2017 and JANUARY 24, 2017

Commissioner Myers, seconded by Keefer, moved to approve the minutes of January 12, 2017. The motion passed with Commissioners Myers, Keefer and Baker voting “AYE” and Commissioners Barr and Cline “ABSTAIN.”

Commissioner Barr, seconded by Myers, moved to approve the minutes of January 24, 2017. The motion passed unanimously.

**COMMUNITY ORGANIZATION FUNDING COMMITTEE – FISCAL YEAR 2018
FUNDING RECOMMENDATIONS**

Jim Hovis, Director, Community Grant Management, and Nica Sutch, Vice Chair, Community Organization Funding Committee (COFC), presented the Fiscal Year 2018 funding recommendations to the County Commissioners. Mr. Hovis introduced several COFC members in attendance. He described the review process wherein COFC members evaluated thirty-three funding applications submitted in October 2016 by twenty-nine separate community-based, non-profit organizations requesting a total of \$2,075,130.47. The COFC used the priorities approved by the County Commissioners to develop recommendations for the available funding allocation of \$1,700,000, as follows: Arts and Culture (\$227,810), Domestic Violence (\$306,900), Families and Children Programs (\$255,380), Recreation (\$27,000), Seniors (\$873,110) and Other (\$9,800). Ms. Sutch discussed the Committee’s work process and thanked County staff for their assistance. Mr. Hovis noted that the recommendations as presented are subject to the acceptance or amendment by the Commissioners during the upcoming budgetary process.

The Commissioners requested information on the criteria considered for groups to receive funding. Mr. Hovis discussed the vetting process that uses a scoring matrix for applications. He also counsels organizations that request help on how they can improve their standing in future applications. The Commissioners thanked the COFC members for their volunteer service in developing the recommendations.

January 31, 2017

Page 2

COMMISSIONER COMMENT

Commissioner Baker stated that Delegate William Wivell has requested a letter of support from the Commissioners for House Bill 113, Sales and Use Tax Exemption – Target Redevelopment Area relating to the former Fort Ritchie property now known as the Cascade Town Centre. The bill is scheduled for a February 1 hearing in the House Ways and Means Committee. It was the consensus of the Commissioners to provide a letter of support for HB 113.

RECESS

The Commissioners recessed at 10:38 a.m. and traveled to the offices of the Washington County Board of Education.

JOINT MEETING WITH WASHINGTON COUNTY BOARD OF EDUCATION

The Board of County Commissioners met with the Board of Education at 10435 Downsville Pike, Hagerstown. President Terry L. Baker called the meeting to order at 11:08 a.m. In attendance were Vice President Jeffrey A. Cline and Commissioners John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr. Board of Education members present were President Melissa Williams, Vice President Stan Stouffer, and members Jacqueline Fischer, Michael Guessford, Karen Harshman, Wayne Ridenour and Pieter Bickford.

DISCUSSION OF THE URBAN IMPROVEMENT PROJECT MEMORANDUM OF UNDERSTANDING

Washington County Administrator Greg Murray and Deputy Superintendent Boyd Michael, Washington County Public Schools (WCPS), discussed the proposed Memorandum of Understanding (MOU) regarding the Hagerstown Urban Revitalization Project that involves the County Commissioners, City of Hagerstown, Board of Education, Maryland Theatre, University System of Maryland-Hagerstown (USMH) and private developers. The MOU formalizes the responsibilities and funding commitments of each party. Mr. Murray described the \$30 million project that includes expanded classroom space for WCPS and USMH. He detailed the plans and responsibilities for upkeep of the enclosed bridge for students traveling between the Barbara Ingram School for the Arts and USMH, and the expansion and renovation of the Maryland Theatre including a rear plaza. The parties discussed anticipated funding for the project from the State of Maryland and contingency plans should that funding not come to fruition. BOE members expressed support of the project and indicated that the MOU would be brought forward for a vote during their February 7 meeting. The Commissioners discussed their support and desire to vote on the MOU today. Commissioner Barr stated that he would abstain from voting due to his involvement with Hager5, a private development partner in the project.

Commissioner Cline, seconded by Myers, moved to approve the County's portion of the MOU for the Hagerstown Urban Revitalization Project as presented. The motion passed with Commissioners Cline, Myers, Keefer and Baker voting "AYE" and Commissioner Barr "ABSTAIN."

January 31, 2017

Page 3

RECESS

The joint meeting recessed at 11:52 p.m.

AFTERNOON SESSION

Vice President Jeffrey A. Cline called the afternoon meeting of the Board of County Commissioners of Washington County, Maryland, to order at 1:29 p.m. at 100 West Washington Street, Room 227, with the following members present: Commissioners John F. Barr, Wayne K. Keefer and LeRoy E. Myers, Jr. Commissioner Baker was absent.

COMMISSIONER COMMENT

Commissioner Myers congratulated newly elected Mayor Ralph Salvagno and Council members Leo Murray and Timothy Boyer of the Town of Hancock.

BROWNSVILLE POND DAM REPAIRS

Jordan Loran, Director of Engineering and Construction, Maryland Department of Natural Resources, and Oley Griffith, Chief, First Hose Fire Company of Boonsboro, appeared before the Commissioners to request additional funds to complete the Brownville Pond repair project. The Commissioners previously signed a Memorandum of Understanding (MOU) with the State regarding each entity's contribution of funds toward the repairs; that MOU expired December 31, 2016. Mr. Loran indicated that the repairs are now complete and the pond refilled. During construction, the fire department requested the placement of a concrete pad at the hydrant location to support tanker trucks that will be filled using the pond. The fire department also requested that a portion of the parking lot be paved to better support their auxiliary equipment. The Maryland Department of General Services requested proposals from the contractor for the additional work. An additional \$32,842.50 (the County's share) and extension of the MOU through July 31, 2017 are requested to complete the work.

Commissioner Myers, seconded by Barr, moved to approve the expenditure of an additional \$32,842.50 to complete the Brownsville Pond repairs including the proposed changes orders and to approve extending the Memorandum of Understanding through July 31, 2017. The motion passed unanimously. (4-0, Commissioner Baker was absent.)

MEMORANDUM OF UNDERSTANDING WITH CITY OF CUMBERLAND AND CITY OF HAGERSTOWN

Captain Mark Knight, Washington County Sheriff's Department, requested approval of a Mutual Aid Agreement between the Board of County Commissioners, Washington County Sheriff's Department, City of Hagerstown Mayor and Council, City of Cumberland Mayor and Council, City of Hagerstown Police Department and City of Cumberland Police Department. The agreement permits officers to act with appropriate authority in the jurisdiction in which they would be operating. The City of Hagerstown and City of Cumberland have approved the proposed agreement. Captain Knight indicated that the Sheriff plans to execute similar mutual aid agreements with other jurisdictions including

January 31, 2017

Page 4

Frederick City, Frederick County and Allegany subject to the approval of the County Attorney's Office. The agreement requires no cost to the requesting agency. The Commissioners discussed the proposal.

Commissioner Barr, seconded by Keefer, moved to approve execution of the Mutual Aid Agreement between cooperating jurisdictions as presented and to authorize the approval and execution of similar mutual aid agreements with other cooperating jurisdictions subject to the approval by the County Attorney. The motion passed unanimously. (4-0, Commissioner Baker was absent.)

2016 SALARY STUDY COMMISSION ORDINANCE

Assistant County Attorney Kendall McPeak presented an Ordinance Establishing the Salaries of Certain Elected Officials for Washington County, Maryland. The proposed ordinance sets forth the Commissioners' consensus to accept the findings of the 2016 Salary Study Commission and sets the salaries for the terms of office following the 2018 gubernatorial election as follows: County Commissioner member - \$38,000, president - \$41,000; Board of Education member - \$12,000, president - \$12,500; Sheriff - \$110,000; Judges of the Orphans' Court - \$7,800; Treasurer - \$6,000; and Board of License Commissioners member - \$10,600, president - \$10,850.

Commissioner Barr, seconded by Keefer, moved to adopt the Ordinance Establishing the Salaries of Certain Elected Officials for Washington County, Maryland, as presented. The motion passed unanimously. (4-0, Commissioner Baker was absent.) (Ordinance No. ORD-2017-01 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

COMMISSIONER COMMENTS

Commissioner Barr commented on activities of the Maryland Association of Counties that included a joint meeting with the Maryland Municipal League and an annual reception with legislators.

Commissioner Cline thanked local fire companies for inviting the Commissioners to their banquets. He congratulated the newly elected officials in the Town of Hancock. Mr. Cline noted that February 1 is the Washington County "Day in Annapolis" that will be attended by the County Commissioners and several County staff.

COUNTY ADMINISTRATOR COMMENTS

Greg Murray discussed the "Day in Annapolis" and several legislative priorities being brought forth during the current General Assembly session. He noted that the offices of the County Commissioners, County Administrator, County Clerk and County Attorney would be relocating to their new first floor suite within the next two weeks. The first official meeting in the new and expanded Commissioners' meeting room will be held February 28. Mr. Murray indicated that he would provide updated information in the coming weeks regarding the Cascade Town Centre and Urban Improvement Plan projects.

January 31, 2017

Page 5

**REJECTION OF BIDS FOR WASHINGTON COUNTY PUBLIC SCHOOLS
TRANSFERRED SITES**

Rob Slocum, Director, and Susan Small, Real Property Administrator, Engineering and Construction Management, presented the recommendation in the best interest of the County to reject all bids for PUR-1331, PUR-1332 and PUR-1333. The bids relate to the three recently transferred school sites to the Board of County Commissioners - Winter Street Elementary, Conococheague Elementary and the Job Development Center in Smithsburg. Mr. Slocum discussed the bids received, as follows:

Winter Street Elementary (PUR-1331)

Bid No. 1 – Hagerstown Children’s School - \$25,000; no other bids

Conococheague Elementary (PUR-1332)

Bid No. 1 – Huyetts Mennonite School - \$150,000

Bid No. 2 – Emmanuel Baptist Temple - \$1

Job Development Center (PUR-1333)

Bid No. 1 – Town of Smithsburg – no monetary consideration; no other bids

The Commissioners stated that the bids should be rejected which would allow the County to seek a higher value through sales or leases of the properties. The Commissioners previously requested that staff look into leasing opportunities for Winter Street and Conococheague Elementary schools and an alternative method for the sale of the Job Development Center.

The Commissioners discussed whether County staff should handle marketing of the properties as discussed in lieu of hiring a realtor. Mr. Slocum indicated that the parameters for such work would first need to be outlined. Staff will prepare a recommendation that sets forth the factors for consideration by the County Commissioners as proposed lease parameters for the Winter Street and Conococheague sites.

Commissioner Myers, seconded by Barr, moved to reject all bids for PUR-1331, PUR-1332 and PUR-1333, relating to the three transferred school sites to the Board of County Commissioners of Washington County, Maryland, as presented. The motion passed unanimously. (4-0, Commissioner Baker was absent.)

YOUTH MERITORIOUS AWARDS – JANUARY 2017

The Commissioners presented certificates of merit to students selected by the Washington County Office of Community Grant Management (OCGM) for their scholastic achievement, leadership qualities, community service performed or other positive contributions to their school or community. The following Washington County Technical High School students received January 2017 Youth Meritorious Awards - Kyle Curtis, Coby Taylor and Zachery Klein. Each student received a Washington County lapel pin

January 31, 2017

Page 6

from the Commissioners and a \$100 Staples gift card from the OCGM. The Commissioners commended the students for their achievements and the families for their support.

CITIZENS' PARTICIPATION

No citizens were present who wished to participate.

CONVENE IN CLOSED SESSION

Commissioner Keefer, seconded by Myers, moved to convene in closed session at 2:31 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; and to consult with counsel to obtain legal advice on a legal matter, in accordance with Section 3-305(b) (1) and (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the potential appointment of two specific individuals to a local development commission over which the Commissioners have appointment authority; discussed the potential reappointment of a specific individual to a local board over which the Commissioners have appointment authority; discussed the potential reappointment of two specific individuals to a local board over which the Commissioners have appointment authority; discussed the potential appointment of several individuals to a local authority over which the Commissioners have appointment authority; requested updates from Staff on several ongoing issues; and specifically discussed two ongoing personnel matters.

During closed session, the Commissioners instructed staff to bring forth the potential appointments to a local development commission over which the Commissioners have appointment authority for further consideration and discussion and a possible vote during a future open session meeting; instructed staff to bring forth the potential reappointment to a local board over which the Commissioners have appointment authority for further consideration; instructed staff to bring forth the potential reappointments to a local board over which the Commissioners have appointment authority for further consideration and discussion and a possible vote during a future open session meeting; instructed staff to bring forth the potential appointments to a local board over which the Commissioners have appointment authority for further consideration and discussion and a possible vote during a future open session meeting; requested further updates from Staff on several ongoing issues; and provided direction to Staff relating to ongoing personnel matters.

Present during closed session were Commissioners Jeffrey A. Cline, John F. Barr, Wayne K. Keefer and LeRoy Myers, Jr. Also present were Gregory B. Murray, County Administrator; Sarah Sprecher, Assistant County Administrator; Vicki C. Lumm, County

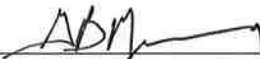
January 31, 2017

Page 7


Clerk; John M. Martirano, County Attorney; and at various times Kassie Lewis, Director, Business Development; Angela Smith, Deputy Director, Permitting; Kevin Cerrone, Director, and Shawn Harbaugh, Fleet and Facility Manager, Transit; and a former County employee.

ADJOURNMENT

The closed session meeting adjourned at 3:14 p.m.



Gregory B. Murray, County Administrator



John M. Martirano, County Attorney



Vicki C. Lumm, County Clerk