

**BOARD OF COUNTY COMMISSIONERS OF
WASHINGTON COUNTY, MARYLAND**

Open Session Minutes

December 11, 2018

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Katie O'Hern, John Wesley United Methodist Church offered the Invocation 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 9:07 a.m. at 100 West Washington Street, Room 1113, Hagerstown, Maryland, with the following members present: Vice President Terry L. Baker and Commissioners Wayne K. Keefer, Cort Meinelschmidt, and Randall F. Wagner.

APPROVAL OF MINUTES

November 27, 2018

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve the minutes of November 27, 2018. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Vice-President Baker wished everyone a safe and happy holiday season.

Commissioner Keefer shared that he attended President Bush's funeral service on December 4th in Washington, DC. He also shared a letter written by President Bush to the Chief Executive Officer of IBM.

Commissioner Wagner welcomed everyone to their second, official meeting. He thanked all staff for a warm welcome and shared that he has a great deal of confidence in the existing board.

President Cline thanked all those involved in the Swearing-In Ceremony last week. Additionally, he thanked visitors from South Korea for their visit. President Cline shared several items of interest in which he currently has ongoing with staff to include obtaining copies of all Boards and Commission meetings minutes for review from the County Clerk and obtaining statistics from County Administrator regarding retirement health benefit contributions by employee. Additionally, he requested that members of the Economic Development Coalition present the Board with an update.

REPORTS FROM COUNTY STAFF

Division of Engineering

Todd Moser, Real Property Administrator, provided the Board with an update on the request for quotes for real estate services.

Sheriff's Department

Major Pete Lazich requested approval for a Memorandum of Understanding (MOU) written between Washington County, Hagerstown Community College (HCC) and the City of Hagerstown

(City). The MOU would allow the City of Hagerstown Police Department and Washington County to utilize HCC's facility to maintain a cadet academy.

Commissioner Keefer, seconded by Commissioner Wagner, moved to approve the Memorandum of Understanding as presented, with the agreement that statistics showing the Sheriff's Department turnover would be submitted for review by the Board. The motion passed unanimously.

Budget and Finance

Sara Greaves, Chief Financial Officer, provided the Board with an update on expenses related to the Board of Education, Urban Improvement project. She also discussed funding sources and associated costs for the Maryland Theatre Expansion project.

CITIZENS' PARTICIPATION

Melissa Fountain, Hamilton Boulevard, Hagerstown and Max Krumpe, 912 Maryland Avenue, Hagerstown, thanked the Commissioners for their continued support of the Middletown Valley Bank Donut Drop.

County Administrator

Rob Slocum discussed retirement benefits and advised the Board that a presentation was shared last week from Bolton with regards to the retirement plans. He will provide the Board with the presentation on the retirement plans and a coalition update.

QUARTERLY REPORT AND REVENUE UPDATE

Sara Greaves, Chief Financial Officer, provided information to the Board on the fiscal year 2019 first quarter report, and the most current monthly revenue summary.

WASHINGTON COUNTY BLACK FLY CONTROL PROGRAM

Kathryn Blass, Legislative Aide for Delegate Neil Parrott, requested approval for funding of the Black Fly Control Program in the amount of \$25,000 - \$62,500. Ms. Blass introduced Judith Warner (citizen), Rohrsville, Maryland, who shared a history on the black fly control program. Rob Slocum, County Administrator stated that the program could potentially be funded by the Hotel Rental Tax funding due to the possible effects the black fly could have on tourism. Commissioner Keefer asked about the potential to utilize funding from the Gypsy Moth program.

The Commissioners discussed the request and reached a consensus that the program would be beneficial to Washington County and asked staff to determine the amount of funding necessary. The Black Fly program funding request will be presented to the Board at a later date.

MARYLAND THEATRE FUNDING REQUEST

Jessica Green, Executive Director, Maryland Theatre, Benito Vattelana, Board President, and Senator Andrew Serafini, requested approval for funding in the amount of \$2 million to assist with construction costs associated with the Maryland Theatre Expansion Project.

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to approve funding of \$1 million and to hold further discussion with staff regarding future matches and/or funding. The motion passed unanimously.

**INTERGOVERNMENTAL COOPERATIVE PURCHASE (INGT-18-001) Six 2019
Chevrolet Tahoe Pursuit Vehicles for Washington County Sheriff's Department**

Brandi Naugle, Buyer, Purchasing Department, and Cody Miller, Property Planning, Fleet Management, and Grants Manager, Washington County Sheriff's Department, requested authorization by resolution, the purchase of six (6) 2019 Chevrolet Tahoe Police Pursuit Vehicles for a total cost of \$200,558 from Hertrich Fleet, Milford, Delaware, and to utilize the use of another jurisdiction's contract (#001B9400184) which was awarded by the State of Maryland Department of General Services Office of Procurement and Logistics. The funds are budgeted in the Washington County Sheriff's Department Capital Improvement Plan (VEH006) account.

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to authorize by Resolution the Intergovernmental Cooperative Purchase relating to the purchase of six (6) 2019 Chevrolet Tahoe Police Pursuit Vehicles for a total amount of \$200,558 from Hertrich Fleet, Milford, Delaware. The motion passed unanimously.

(Resolution No. RS-2018-27 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

CONSTRUCTION BID AWARD – TRANSIT BUS SHELTERS

Scott Hobbs, P.E., Director, Division of Engineering, requested approval to award the bid for the Transit Bus Shelters contract to the lowest responsive, responsible bidder, Lone Star Builders, Inc., Clear Spring, Maryland, for the amount of \$69,020. The funds are budgeted in the Capital Improvement Plan Project LDI037. This work is part of a Federal Transit Administration / Maryland Transit Administration initiative; the total local cost is approximately \$7,000.

Commissioner Keefer, seconded by Commissioner Meinelschmidt, moved to approve award of the Transit Bus Shelters contract to the lowest, responsive, responsible bidder, Lone Star Builders, in the amount of \$69,020. The motion passed unanimously.

WASHINGTON COUNTY HIRING PRACTICES

Deb Peyton, Director, Division of Health and Human Services, provided information to the Board regarding Washington County's hiring procedures, which have been updated to provide consistency throughout the County. Commissioners discussed the potential to have the Board involved in the hiring process for senior staff.

ETHIC COMMISSION MEMBERS – APPOINTMENT PROCESS

Cort Meinelschmidt, County Commissioner, discussed the appointment process for the Ethics Commission members. He explained that community stakeholders should be assigned to recommend members rather than ask that the Board appoint members. Commissioner Keefer would like to schedule meeting to discuss with the current Ethic Commission members.

CONVENE IN CLOSED SESSION

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to convene in closed session at 10:45 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 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; to consult with staff, consultants, or other individuals about pending or potential litigation, 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 deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans in accordance with Section 3-305(b)(1), (4), (7), (8), and (10) 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 specific individuals to a board over which the Commissioners have appointing authority; discussed specific employment recommendations with staff, including the filling of two personnel vacancies; considered a personnel matter affecting an individual employee over whom the public body has jurisdiction ; discussed the proposal for a business to locate/expand in the State and County; and discussed and received legal advice/information on certain matters, including potential legal action. The Commissioners gave staff specific direction concerning the filling of certain vacancies and an appointment.

Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Cort Meinelschmidt, and Randall F. Wagner. Also present were Robert J. Slocum, County Administrator; Krista L. Hart, County Clerk; Kirk C. Downey, Interim County Attorney; and at various times Jim Hovis, Chief Operations Officer; Deb Peyton, Director, Health and Human Services; Susan Small, Director, Business Development; Sara Deal, Division of Environmental Management; Carroll Braun; Corrine Guglielmini, Housing Authority; and Nick Hill, Housing Authority Board.

The Commissioners recessed at 10:45 a.m. and returned at 10:50 a.m.

The meeting ended at 12:29 p.m. in closed session.

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