

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

October 17, 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 10:19 a.m. at 100 West Washington Street, Room 1113, 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 – OCTOBER 3, 2017 AND OCTOBER 10, 2017

Commissioner Barr, seconded by Myers, moved to approve the minutes of October 3, 2017. The motion passed with Commissioners Barr, Myers, Keefer and Baker voting “AYE” and Commissioner Cline “ABSTAIN” due to being absent from the meeting.

Commissioner Barr, seconded by Keefer, moved to approve the minutes of October 10, 2017. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Keefer thanked staff for hosting the Commissioners during this morning's tour of the County landfill.

Commissioner Cline reported that a World War II monument was installed at the Williamsport American Legion and the official celebration will be held November 11.

Commissioner Barr reported enjoying a recent performance of the Maryland Symphony Orchestra. He also traveled to Kent County as the Immediate Past President of the Maryland Association of Counties.

REPORTS FROM COUNTY STAFF

County Administrator – Waste to Energy Project

County Administrator Rob Slocum stated that staff would be presenting a formal report/update to the Commissioners during a future meeting regarding the waste to energy project at the landfill.

CITIZENS' PARTICIPATION

There were no citizens present that wished to participate.

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PROCLAMATION – CHARACTER COUNTS! MONTH

The Commissioners presented a proclamation to Carolyn Brooks, founder/coordinator of Character Counts! of Washington County to recognize Character Counts! Month in

October. Ms. Brooks described the program, noting that student scholarships are awarded each year. She suggested the reinstatement of the annual luncheon to recognize students who show good character sponsored by Character Counts! and the County Commissioners. The Commissioners will look into reinstating the luncheon.

ECONOMIC DEVELOPMENT WEEK PROCLAMATION

Julie Rohm, Chair, and Gary Bockrath, Vice Chair, Economic Development Commission (EDC); and Kassie Lewis, Director, Department of Business Development (DBD), discussed economic development efforts and programs sponsored by EDC and DBD. Ms. Lewis described an Export Forum to be held October 25 sponsored by the DBD. She stressed the need for local businesses to sell their goods abroad to increase sales and revenue. Ms. Rohm described the Business Ambassador program to be conducted next week in which “ambassadors” will visit 36 businesses to recognize the owners, thank them and ask how the County can assist their business. Mr. Bockrath noted that a joint meeting of the EDC and County Commissioners would be held on October 31 and that feedback from those business visits will be shared at that time.

The Commissioners recognized Economic Development Week, observed October 23-27, by presenting a proclamation to several members of the EDC and DBD staff. Economic Development efforts improve the economic well-being and quality of life for citizens by helping to create and retain jobs that facilitate business growth and provide a stable tax base, among other positives.

HAGERSTOWN/WASHINGTON COUNTY CONVENTION AND VISITORS BUREAU ANNUAL UPDATE

Hagerstown-Washington County Convention and Visitors Bureau (CVB) President Dan Spedden and Treasurer Al Martin provided information on the CVB, a 501(c)(6) corporation, and tourism in Washington County. Dan Spedden discussed several upcoming athletic events that will add to the County’s tourism numbers and dollars spent locally. He noted that over 1.248 million people visited Washington County in Fiscal Year 2016-17 and spent approximately \$263.3 million. Mr. Spedden announced that the lodging tax has topped the \$2 million mark for the third year in a row. Over 5,000 people are employed in tourism in the County.

Al Martin reviewed the “clean” financial audit of the organization performed by independent auditor Smith Elliott Kearns and Company, LLC of Hagerstown. He described the organization’s good financial status. Mr. Martin commented that the CVB’s net assets are down as it spent some of its reserves on marketing and advertising that accrued when the president’s position was vacant. The organization has a \$100,000 line of credit that has not been used for several years. The Commissioners thanked Mr. Spedden and Mr. Martin for the positive report.

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REQUEST TO DECLARE CERTAIN REAL PROPERTY AS SURPLUS AND CONVEY SAME

Susan Small, Real Property Administrator, Engineering, requested approval to declare certain real property located at 37 Jonathan Street, Hagerstown, as surplus property and authorize the advertising of the County's intent to convey the property. Ms. Small stated that the County Commissioners purchased the property for the purpose of widening and improving Wareham Alley and creating a new parking lot for the County Administration Building. The buildings on both properties have been razed to make way for the needed right of way and road improvements. The adjacent property owned by Carmel Enterprises, LLC (Carmel) at 49 Jonathan Street has an existing 4,815 square feet parking area that is contiguous with the two County-owned parcels. Carmel has agreed to a land-swap for no consideration for this contiguous area. The Commissioners discussed the proposal, noting that the exchange will allow Wareham Alley to be finalized into two lanes.

Commissioner Myers, seconded by Barr, moved to declare certain real property located at 37 Jonathan Street, Hagerstown, as surplus property and to authorize advertising the County's intent to convey the property. The motion passed unanimously.

HAGERSTOWN/WASHINGTON COUNTY CONVENTION AND VISITORS BUREAU ANNUAL UPDATE (MOTION)

Commissioner Barr, seconded by Myers, moved to accept the annual report of the Hagerstown-Washington County Convention and Visitors Bureau as presented. The motion passed unanimously.

PUBLIC HEARING – INTENTION TO ABANDON AND CONVEY A PORTION OF BOTTENFIELD ROAD

President Baker convened a Public Hearing at 11:07 a.m. to obtain public comment regarding the County's intention to close and abandon a portion of Bottenfield Road in Hancock, consisting of 2,636.55± linear feet (31,638.6 square feet) and convey the same for \$1.00 to the adjacent property owner, Valley Meadow Farms, LLC. Ms. Small indicated that Valley Meadow Farms, LLC requested that the County consider closing and conveying approximately 0.7 miles of Bottenfield Road in Hancock ending at the Pennsylvania border. The road currently dead ends between two Valley Meadow Farms, LLC parcels.

The hearing was opened for comment. Kathy Stumpf of Valley Meadow Farms, LLC thanked the Commissioners for considering the conveyance.

The public hearing was closed at 11:10 a.m.

County Attorney John M. Martirano described the two step process to transfer the property that involves the approval of a resolution to close and abandon a portion of Bottenfield Road and the approval of an ordinance to convey the property to Valley Meadow Farms, LLC.

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Commissioner Barr, seconded by Keefer, moved to approve a Resolution to Abandon a Portion of a County Road—Part of Bottenfield Road, Hancock. The motion passed unanimously. (Resolution No. RS-2017-21 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

Commissioner Keefer, seconded by Myers, moved to adopt an Ordinance to Declare Certain Real Property as Surplus Property and to Approve the Conveyance of Said Real Property for \$1 as presented. The motion passed unanimously. (Ordinance No. ORD-2017-16 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

AGRICULTURAL LAND PRESERVATION EASEMENT OPPORTUNITY
MARYLAND AGRICULTURAL LAND PRESERVATION PROGRAM

Eric Seifarth, Rural Preservation Administrator, Planning and Zoning, recommended approval of an agreement and commitment to the Richard E. Shank and Kelly L. Shank easement project from the Washington County Agricultural Transfer Tax Fund of \$8,478 so the Maryland Agricultural Land Preservation Program (MALPP) may make a full easement offer to the County's next applicant from the Fiscal Year 2017 cycle. Mr. Seifarth indicated that Washington County has the opportunity to purchase another agricultural preservation easement by combining funding from MALPP (\$128,022) and the Agricultural Transfer Tax Fund (\$8,478). The tax is designated specifically for agricultural land preservation and is not from the County's General Fund.

Commissioner Myers, seconded by Barr, moved to approve an agreement and commitment to the Richard E. Shank and Kelly L. Shank easement project from the Washington County Agricultural Transfer Tax Fund of \$8,478 as presented. The motion passed unanimously.

RECESS

The Commissioners recessed at 11:14 a.m. to relocate to Room 2001, 100 West Washington Street. (Commissioner Myers left the meeting.)

LUNCH WORKSHOP WITH THE BOARD OF ELECTIONS

Commissioners Baker, Cline, Barr and Keefer met at 11:45 a.m. with Washington County Board of Elections members Jim Schultheis, Bill Blazes and Marty Lumm. Director of Elections Kaye Robucci and staff Teresa Morningstar, Tammy Derr and Dean Robucci were also present.

Scott Hobbs, Director of Engineering, presented proposed plans to relocate the Board of Elections' offices, storage and early voting site. Mr. Hobbs described the proposal to use the former Phoenix Color building on Tandy Drive for machine storage, an outbuilding at the Senior Activities Center for training/early voting and to relocate the administrative offices to the second floor of 33-35 West Washington Street. The outbuilding would be renovated and used by seniors when not being used by the Board of Elections. Mr. Hobbs

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discussed various other locations considered by the Commissioners and/or Election Board that were significantly above the approved budget for this project. Election Board member Marty Lumm commented that the goal of the Election Board is to consolidate operations at one location. Director Kaye Robucci discussed details of the shared use of the Senior Activities Center outbuilding and also whether Election Board offices would be required to relocate one floor above their current space. County Administrator Rob Slocum advised that the larger plan involves the proposed move of the Register of Wills' office to 33-35 West Washington Street to make room for another circuit courtroom and judge. A judge cannot be appointed until the necessary space is prepared in the courthouse. Mr. Slocum indicated that the Election Board may choose to remain on the first floor. Ms. Robucci stated that she was previously advised that the Senior Activities Center cannot be used as an early voting site due to zoning regulations. Staff will check with the City of Hagerstown on the zoning issue. In the meantime, the Board of Elections will arrange to tour the Senior Activities Center outbuilding.

RECESS

The Commissioners recessed at 12:43 p.m. to relocate to Room 1113, 100 West Washington Street.

CONVENE IN CLOSED SESSION

Commissioner Barr, seconded by Cline, moved to convene in closed session at 1:09 p.m. to consider a matter that concerns the proposal for a business or industrial organization to locate, expand or remain in the State; 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; in accordance with Section 3-305(b)(1) and (4) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously. (4-0, Commissioner Myers was absent.)

In closed session, the Commissioners considered various issues relating to proposals by several business entities hoping to locate, expand or remain in the County/State; discussed five County employee hiring recommendations with County staff; and discussed several personnel and related staffing issues with the County Administrator.

During closed session, the Commissioners provided direction to staff regarding five specific hiring/employment recommendations; provided specific direction to staff regarding a proposal by a business entity hoping to locate/expand in the County/State; requested that staff obtain additional information and documentation relating to proposals by business entities hoping to locate, expand, or remain in the State/County; and instructed the County Administrator to move forward with the process regarding various personnel and staffing issues including making a formal presentation to the Commissioners in a future open session meeting.

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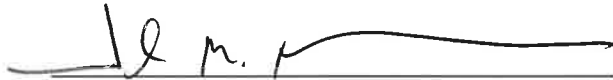
Present during closed session were Commissioners Terry L. Baker, Jeffrey A. Cline, John F. Barr and Wayne K. Keefer. Also present were Robert J. Slocum, County Administrator; Vicki C. Lumm, County Clerk; John M. Martirano, County Attorney; and at various times Debra Murray, Chief Financial Officer; Jim Sterling, Director, Public Works; Kassie Lewis, Director, Business Development; and Stephanie Stone, Director, Health and Human Services.

ADJOURNMENT

The closed session meeting adjourned at 3:04 p.m.



Robert J. Slocum, County Administrator



John M. Martirano, County Attorney



Vicki C. Lumm, County Clerk