



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

February 4, 2020

STATE OF THE COUNTY

The Commissioners presented the State of the County video followed by a question and answer period at 7:00 a.m. at the Fountain Head Country Club, 13316 Fountain Head Road, Hagerstown, Maryland; sponsored by the Washington County Chamber of Commerce.

The Commissioners departed for 100 West Washington Street, Suite 1113, Hagerstown, Maryland.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

A moment of silence was observed, 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 10:01 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 F. Meinelschmidt, and Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to approve the minutes of January 28, 2020. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

The Commissioners provided a brief insight into meetings and discussions held during the Day in Annapolis last week. Additionally, the Commissioners thanked staff and the Chamber for the State of the County presentation earlier that morning.

Vice-President Baker discussed the sale of the Fort Ritchie property and contract negotiations. He shared his opinion that the topic should be discussed in open session, sharing details of the contract; as well as presenting infrastructure upgrades considered in the sale to other potential purchasers.

Commissioner Keefer echoed Commissioner Baker's comments regarding the Fort Ritchie property. Additionally, he shared that the CFO should be present during closed session to weigh in on monetary matters, and that the number of staff from the County Attorney's Office be limited.

Commissioner Wagner shared that he supports the Fort Ritchie contract as negotiated. Additionally, he shared his utmost support for his staff and their expertise.

Commissioner Meinelschmidt shared he supports the sale of the Fort Ritchie property as an economic growth opportunity, as well as an increase to the taxable base. He also shared that he will not be present for the February 11th Commissioners meeting and asked that the Commissioners reschedule the matter of discussion regarding the Mobile Home Tax. The Commissioners reached a consensus to reschedule the matter for February 25th so that all Board members may be present.

President Cline shared that the CFO will be present during closed session discussion as it relates to any financial items. Additionally, he shared that the Fort Ritchie property was advertised as-is, but negotiations are a necessary part of a contract, which he fully supports.

REPORTS FROM COUNTY STAFF

Information Systems

Josh O'Neal, Director, requested approval of an agreement with Antietam Broadband for Fiber Optic Internet Service at a monthly cost of \$1,032.95 on a two-year contract; these funds have been budgeted.

Commissioner Baker, seconded by Commissioner Keefer, moved to approve the monthly amount of \$1,032.95 and execution of the agreement as requested.

Office of Grant Management

Susan Buchanan, Director, shared that her office is collaborating with Maryland Economic Development Corporation on a grant application submission to the Strategic Demolition Fund program to assist with the costs of demolition of several buildings located on the former Miller Lumber property, which was purchased by the County with grant funds in January 2019.

Public Relations

Danielle Weaver, Director, informed the Commissioners that the first quarterly newsletter was released last week. Additionally, she welcomed the community to join staff for the State of the County this evening.

CITIZENS' PARTICIPATION

Roger Vincent, 16845 Longfellow Road, Hagerstown and Steve McDonough, 16906 Pickwick Lane, Hagerstown, shared their opposition to the mobile home tax. They added that if the tax remains, that it is separated from the rent as an itemized charge on their bills received from the mobile home park owner.

CONTRACT RENEWAL (PUR1403) LANDFILL INSPECTION SERVICES

Rick Curry, Director, Purchasing, and Dave Mason, Deputy Director, Solid Waste, recommended renewal of the contract with BAI Group, LLC, of State College, Pennsylvania (PUR1403) Landfill Inspection Services for a one-year period commencing March 13, 2020 on the same terms and conditions as the current contract, with the exception of a rate increase of 3% for construction inspection and engineering services based on BAI's letter of request dated January 9, 2020; this is the second year of the requirements contract.

Commissioner Meinelschmidt, seconded by Commissioner Keefer, moved to renew contract PUR1403 with BAI Group, LLC, as requested in its letter dated January 9, 2020, as presented. The motion passed unanimously.

INTERGOVERNMENTAL COOPERATIVE PURCHASE – OFFICE SUPPLIES, DESKTOP DELIVERY FOR ALL COUNTY DEPARTMENTS (INTG-20-0028)

Mr. Curry and Carin Bakner, Purchasing, recommended authorizing by resolution the utilization of an Intergovernmental Cooperative Purchase/Office Supplies, Related Products and Services with Omnia Partners/National IPA, Region 4 Education Service Center, having its principal place of business in Houston, Texas, contract (R190301) that was awarded April 23, 2019 to EPIC Business Essentials of Rosemont, IL and to extend the existing contract with EPIC Business Essentials through May 31, 2024.

Mr. Curry shared that the Omnia Partners/National IPA contract is for a five (5) year period that commenced on June 1, 2019 and ends May 31, 2024, with the option to renew annually for five (5) additional one (1) year periods, upon mutual written consent of the parties. The new contract provides a larger Core item list and the discount increases from 7% to 10%. The sum of sales through our current contract for 2019 was \$161,111 for all County departments.

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to authorize by resolution the Intergovernmental Cooperative Purchase INGT-20-0028 with Omnia Partners/National IPA, as presented. The motion passed unanimously.

(Resolution No. RS-2020-03 is recorded among the Acts, Ordinances, and Resolutions of Washington County and the original is located in the County Commissioners' Office.)

BUDGET ADJUSTMENT – BOARD OF ELECTIONS

Scott Hobbs, Director, Engineering, recommended approval of a budget transfer in the amount of \$300,000 to the Election Board Facility project (BLD102) and \$300,000 into the Systemic Building project (BLD078). Mr. Hobbs explained that the adjustment will cover additional renovations and other costs related to furniture/equipment requested by the Election Board and will move funds into the Systemic Improvements - Buildings Project budget for expenditures related to heating, ventilation, air conditioning, exterior painting, and roof repair work. The additional renovations requested include preparing the new building for the office, warehouse, and elections judge training center. This transfer will expedite the remaining renovations requested by the Election Board.

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to authorize a budget transfer to the projects as presented. The motion passed unanimously.

BUILDING EXCISE TAX WAIVER REQUEST – LEITERSBURG RURITAN CLUB

George Souders, President; Scott Horning, Treasurer; and Bruce Barr, Construction Committee, of the Leitersburg Ruritan Club presented a request to waive building excise tax for the new construction of the Leitersburg Ruritan Community Center in the amount of \$11,900.00. Mr. Souders shared that to date, the organization has raised almost half of the \$1.5 million construction cost.

Mr. Souders and Mr. Horning discussed the intent to rent the Community Center, to include early voting, Commission on Aging, etc., and the Community.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the request for \$11,900 from the Commissioners' contingency fund. The motion passed unanimously.

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to convene in closed session at 10:48 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, in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of Maryland.

While all public meeting attendees were still in the public meeting room, Vice-President Baker shared that he would attend the closed session meeting in protest due to the closed session agenda item concerning Perennial Solar, LLC, adding that he believes the item should be discussed in open session. The Commissioners discussed the option of removing that topic from closed session and adding it to a future open session agenda and reached a consensus to remove the matter from the closed session agenda and to discuss it during a future open session meeting. The motion passed unanimously.

In closed session, the Commissioners discussed the potential appointment of specific individuals to a local services board over which the Commissioners have appointing authority. The Commissioners also received information regarding a specific employment recommendation with staff and gave staff further direction on the matter.

Present during closed session were Commissioners Jeffrey A. Cline, Terry L. Baker, Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner. Also present were Kirk C. Downey, County Attorney/Interim County Administrator; Krista L. Hart, County Clerk; Kendall Desaulniers, Deputy County Attorney, and at various times Ashley Holloway, Director, Plan Review and Permitting; and Rachel Brown, Director, Human Resources.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to reconvene in open session at 11:22 a.m. The motion passed unanimously.

The Commissioners recessed at 11:22 a.m. and returned to the meeting at 1:30 p.m.

JOINT MEETING WITH WASHINGTON COUNTY BOARD OF EDUCATION

The Board of County Commissioners met with the Board of Education at 100 West Washington Street, Suite 1113 Hagerstown. President Jeffrey A. Cline called the meeting to order at 1:32 p.m. In attendance were Vice President Terry L. Baker and Commissioners Wayne K. Keefer, and Randall F. Wagner (Commissioner Meinelschmidt was absent).

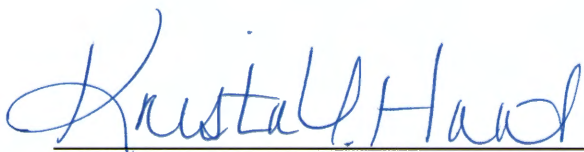
Board of Education (BOE) President Melissa Williams, Vice-President Stan Stouffer, and members Jacqueline Fischer and Linda Murray, met with the County Commissioners to present the draft Fiscal Year 2021 (FY21) General Fund Budget for the BOE. Also in attendance was Student Representative Christopher Mackley.

Dr. Boyd Michael, Superintendent, staff and BOE members presented the draft FY21 General Fund budget for the BOE. Dr. Michael discussed the budget initiatives to include kindergarten readiness, pre-kindergarten (pre-k) expansion, and complex student needs. The presenters described the challenges of meeting the needs of a diverse student population and providing appropriate compensation for employees, including health care and substitute teachers. The budget is valued at \$300,663,925 with \$108,337,650 requested in county funding. The BOE has requested \$7,082,000 in funding above the FY20 level and represents required maintenance of effort and the low-effort escalator (COMAR 13.A.02.05.05) as well as an additional appropriation of \$5,129,000.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Baker, moved to adjourn at 2:03 p.m. The motion passed unanimously.

The Commissioners presented the State of the County video to the general public, followed by a question and answer period, at 5:30 p.m. at the Kepler Theatre, Hagerstown Community College, 11400 Robinwood Drive, Hagerstown, Maryland.



Krista L. Hart, County Clerk