

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

February 14, 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 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 31, 2017

Commissioner Keefer, seconded by Myers, moved to approve the minutes of January 31, 2017. The motion passed unanimously.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Cline stated that he attended the First Hose Company of Boonsboro's awards banquet this past weekend.

Commissioner Keefer also attended the First Hose Company banquet and the Maryland Fire Chiefs Association legislative reception in Annapolis with Commissioner Baker. He commented on the recent appointment of Boyd Michael as superintendent of Washington County Public Schools and wished him well.

Commissioner Myers stated that Commissioner Keefer recently opened a flower shop in Hancock. He also reported attending the Hancock Volunteer Fire Company banquet.

Commissioner Barr commented on his trips to Annapolis for the Maryland Association of Counties (MACo). He stated that Governor Hogan respects the work done by MACo.

Commissioner Baker reported attending the Smithsburg Community Volunteer Fire Company awards banquet this past weekend and he recognized its 84 years of service.

REPORTS FROM COUNTY STAFF

Engineering and Construction Management

Rob Slocum, Director, Engineering and Construction Management, advised that a new round of surveying of the County's 850 miles of pavement is now due to occur. A pavement management/survey company has been chosen to perform the work for the low bid of \$158,867,280. A formal vote is not required for the on-call contract. Mr. Slocum advised that by spending \$5 million a year on pavement, this \$158,867,280 contract represents roughly 3% to assure the money is spent wisely. Road conditions will be prioritized to make certain that those in the poorest condition are being addressed first. Citizen/County Commissioner input is also taken into consideration.

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Emergency Services

David Hays, Director, Emergency Services, provided updates regarding the Community Volunteer Fire Company of District 12 in Fairplay. It was recently decided to end dual response for emergency medical service (EMS) calls. The four area fire/EMS companies in the area will provide backup. The company has responded to over 100 calls with no failures since its reinstatement. Mr. Hays advised that the Comprehensive EMS Study Group was kicked off on February 8. The completion date for the study is anticipated to be 90-120 days, 60 days shorter than earlier stated. Mr. Hays indicated that the recent changeover to a 12-hour work schedule for call takers in the 9-1-1 Emergency Communications Center is going well. He also thanked the Commissioners for agreeing to several changes to the Brownsville Pond project that included a paved pad for tanker trucks.

County Clerk - Appointments to Boards/Commissions

Economic Development Commission

Commissioner Barr, seconded by Myers, moved to approve the City of Hagerstown's request to appoint Mayor Robert Bruchey and Council Member Emily Keller as the City's ex-officio representatives to the Economic Development Commission. The motion passed unanimously.

Electrical Board of Examiners and Supervisors

Commissioner Barr, seconded by Keefer, moved to reappoint Terry Molnar as a member-at-large designee to serve a second, two-year term through January 31, 2019 on the Electrical Board of Examiners and Supervisors. The motion passed unanimously.

Plumbing and Mechanical Board

Commissioner Myers, seconded by Barr, moved to reappoint Arnold Eby as a member-at-large through January 31, 2020, and reappoint Charles Semler as a building industry representative through January 31, 2020 on the Plumbing and Mechanical Board. The motion passed unanimously.

Animal Control Authority

Commissioner Keefer, seconded by Barr, moved to appoint Brittany Blankenship as a full member from the general public through September 30, 2017, appoint Gary Kauffman as a full member from the general public through July 31, 2017, and appoint Lindsay Fiedler and Teresa Ferenz as alternate members through January 31, 2020 on the Animal Control Authority. The motion passed unanimously.

PRE-DISASTER MITIGATION PROGRAM – APPROVAL TO ACCEPT FUNDING

Jim Hovis, Director, Community Grant Management, and Charles Summers, Emergency Services, requested permission to accept a \$30,000 grant award from the Federal Emergency Management Agency (FEMA.) Mr. Hovis indicated that the Robert T. Stafford Act & Disaster Mitigation Act of 2000 requires each jurisdiction to have a hazard mitigation plan that must be updated every five years. Washington County's last update

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was in 2012; therefore an updated plan is required. FEMA offers the Pre-Disaster Mitigation Program to assist local jurisdictions in meeting this obligation. Total project costs are approximately \$40,000, with \$30,000 being paid with federal funding. The remaining \$10,000 will come from the Emergency Service's Fiscal Year 2018 budget. Once the award is accepted, a request for proposal will be advertised. The updated plan will involve and encompass all municipalities in the County. A Memorandum of Agreement is required to be approved by the Commissioners to accept the grant.

Commissioner Barr, seconded by Myers, moved to accept a \$30,000 grant award from the Federal Emergency Management Agency and approve the related Memorandum of Agreement as presented. The motion passed unanimously.

CAPITAL IMPROVEMENT BUDGET DISCUSSION

Debra Murray, Chief Financial Officer, and Sarah Greaves, Deputy Director, Budget and Finance, of the Capital Improvement Committee, presented a first look at the County's proposed Capital Improvement Project (CIP) Plan budget for 2018-2027. Ms. Murray stated that the CIP Committee reduced approximately \$585 million in submissions this year to \$444 million, which is close to last year's proposed plan. She described several reductions that included a decrease in excise tax projections of \$3.7 million. In addition, last year's expected highway user capital grant of \$800,000 did not materialize. Therefore, highway user revenue funded projections were reduced by \$7.6 million, a portion of which will be replaced by general funds of approximately \$3 million.

The revenue streams that the ten year plan is based upon include a \$12 million yearly borrowing amount. The annual debt affordability study is based on a conservative base case ceiling of \$16 million; the worst case is \$13 million based on low trends; the best case is \$21 million based on positive trends. Other revenue sources included pay-go, excise and transfer taxes and federal and State grants.

A proposal to establish speed cameras in certain school zones is proposed to assist the revenue requirements within the general and CIP funds which by law is required to be applied toward public safety initiatives. Sheriff Douglas Mullendore discussed the proposal that would include contracting with a company to install and manage the camera and related equipment while receiving 40% of the revenue; the other 60% would come to the County.

County Administrator Greg Murray discussed a budget proposal that supports the Phase I and Phase II Fire Plan by replacing apparatus using a long term replacement schedule that also allows the County to have a buy-in for some ownership of this equipment if in the future a company is failing. The County could "buy-into" the volunteer service component by supporting companies with equipment that also gives the County a fallback position. The long term strategic plan will assist in reducing the size of the fleet thereby reducing redundancies. Some funding will be provided through pay-go monies in the general fund and speed camera revenue.

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CITIZENS' PARTICIPATION

No citizens attending the meeting wished to participate.

CONVENE IN CLOSED SESSION

Commissioner Myers, seconded by Keefer, moved to convene in closed session at 11:30 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; 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/reappointment of several specific individuals to a local advisory council over which the Commissioners have appointment authority; discussed the potential appointment/reappointment of a number of specific individuals to a local advisory committee over which the Commissioners have appointment authority; discussed the potential reappointment of two specific individuals to a local commission over which the Commissioners have appointment authority; considered several personnel/position hiring recommendations; and received an update on an ongoing personnel matter.

During closed session, the Commissioners instructed staff to bring forth the potential appointments/reappointments to a local advisory council 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/reappointments to a local advisory committee 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 reappointments to a local commission over which the Commissioners have appointment authority for further consideration and discussion and a possible vote during a future open session meeting; directed staff to bring the various employment recommendations, if required, before the Commissioners in a future open session meeting for further discussion and consideration.

Present during closed session were Commissioners Terry L. Baker, 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 Clerk; John M. Martirano, County Attorney, and at various times Frank Getz, Commission on Aging board member; Leslie Hart, Agricultural Marketing Specialist; Jim Hovis, Director, Community Grant Management; Stephanie Stone, Director, Health and Human Services; Ed Plank, Director, and Doug Murray, Section Supervisor, Highway Department; and Jim Sterling, Public Works Director.

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RECESS

The Commissioners recessed at 12:05 p.m.

EVENING MEETING – TOWN OF CLEAR SPRING

An evening meeting of Board of County Commissioners of Washington County, Maryland was held at the Clear Spring Town Hall, 146 Cumberland Street Clear Spring.

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 meeting to order at 7:06 p.m. with the following members present: Commissioners John F. Barr and Wayne K. Keefer. Commissioners Jeffrey A. Cline and LeRoy E. Myers, Jr. were absent.

COMMISSIONERS REPORTS AND COMMENTS

Commissioner Keefer reported attending the recent awards banquet for the Clear Spring Ambulance Club.

Commissioner Barr thanked the town for hosting the evening meeting.

Commissioner Baker recognized the volunteers of the Clear Spring fire and emergency service companies for the work they do.

MAYOR AND COUNCIL COMMENTS

Mayor Paul Hose, Jr. welcomed the Commissioners to the town. He thanked the County for assisting with various issues throughout the year. He also mentioned a citizen's concern with the Draper Road project.

Council member Steve Blickenstaff stated that the town was beginning the process for the Civil War Heritage Foundation. He stated that a volunteer has stepped forward to organize the Wagon Train event and thanked the Commissioners for the Hotel Rental Tax Fund money to municipalities that helps afford projects such as this. He noted that the town's Independence Jam will be held Monday, July 3 at Clear Spring High School. Mr. Blickenstaff requested assistance regarding a sewer line engineering upgrade and Greg Murray advised that he will contact the proper staff. Council member Blickenstaff discussed Senator Edwards' bill (SB 397) that involves relief for tax payment reimbursement to the State by the municipalities, which overpayment was the State's error. He also discussed a request from St. Peters Lutheran Church regarding permitting necessary to convert its parsonage into an emergency shelter. The town is requesting the return of inmate crews to assist with town cleanup, etc. as was provided in the past. The town is willing to pay toward the service. Mr. Blickenstaff discussed the problem of litter on Route 40 from landfill users, especially from trucks not covering their loads.

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Commissioner Barr recommended that a town representative attend tomorrow's Transportation Advisory Committee meeting at the Sheriff's Department to present their concerns.

REPORTS FROM COUNTY STAFF

Engineering and Construction Management

Rob Slocum, Director, Engineering and Construction Management, updated attendees on the Blairs Valley and Draper Road project that was reopened on January 26. Crews will return to the area to finish paving when the weather permits.

County Clerk - Appointments to Boards/Commissions

Gaming Commission

Commissioner Barr, seconded by Keefer, moved to reappoint Curtis Graff and Charles Miller to serve second, two-year terms through February 28, 2019 on the Washington County Gaming Commission. The motion passed unanimously. (3-0, Commissioners Cline and Myers were absent.)

Agricultural Marketing Advisory Committee

Commissioner Barr, seconded by Keefer, moved to appoint the following individuals to the Agricultural Marketing Advisory Committee as follows:

- 1) Katie Carr to serve a first, full three-year term retroactive to February 1, 2016 through January 31, 2019,
- 2) Daniel Norris to serve a second, three-year term retroactive to November 1, 2015 through October 31, 2018,
- 3) Dean Boggs to serve a second, three-year term retroactive to October 31, 2014 through September 30, 2017,
- 4) Theresa Shank to a second, three-year term retroactive to June 1, 2016 through May 31, 2019,
- 5) Tracey Frey to a first, three-year term retroactive to June 1, 2016 through May 31, 2019, and
- 6) Mary McDougal to serve first, three-year terms through February 28, 2020.

The motion passed unanimously. (3-0, Commissioners Cline and Myers were absent.)

Area Agency on Aging

Commissioner Barr, seconded by Keefer, moved to reappoint Thomas Ruhf to serve a second, three-year term through January 31, 2020, appoint Jessica Scott to serve a first, three-year term through January 31, 2020, and appoint Brenda Gordon to serve an unfulfilled term through January 31, 2018 on the Area Agency on Aging Advisory Council. The motion passed unanimously. (3-0, Commissioners Cline and Myers were absent.)

CITIZENS PARTICIPATION


Betty Shank commented on the assistance and guidance the town has received over the years from County Administrator Greg Murray. She wished him well in the future.

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Todd Easterday commented on permitting/planning issues he was having with a business venture in the County.

ADJOURNMENT

Commissioner Keefer, seconded by Barr, moved to adjourn at 7:50 p.m. The motion passed unanimously.



Gregory B. Murray, County Administrator



John M. Martirano, County Attorney



Vicki C. Lumm, County Clerk