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BOARD OF COUNTY COMMISSIONERS
October 15, 2019
OPEN SESSION AGENDA

08:00 A.M. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President Jeffrey A. Cline*
APPROVAL OF MINUTES – October 8, 2019

08:05 A.M. CLOSED SESSION

(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 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 development of fire and police services and staff; and (ii) the development and implementation of emergency plans; & To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.)

10:00 A.M. RECONVENE IN OPEN SESSION

10:05 A.M. COMMISSIONERS' REPORTS AND COMMENTS

10:15 A.M. REPORTS FROM COUNTY STAFF

10:25 A.M. CITIZENS PARTICIPATION

10:30 A.M. APPROVAL OF REVISED BY-LAWS FOR THE ENVIRONMENTAL MANAGEMENT
ADVISORY COMMITTEE – *Dan DiVito, Director, Division of Environmental Management*

10:40 A.M. QUITCLAIM TO H AND C PROPERTIES – *Todd Moser, Real Property Administrator,*
Division of Engineering

10:45 A.M. COMMUNITY VOLUNTEER FIRE COMPANY, DISTRICT 12 - *Kingsley Poole, Co-Chair,*
Emergency Services Advisory Council, Richard Hopkins, Co-Chair, Emergency Services
Advisory Council, R. David Hays, Director, Division of Emergency Services, Robert Moncrief,
President, Washington County Volunteer Fire and Rescue Association

11:00 A.M. PUBLIC HEARING – WATER AND SEWERAGE PLAN AMENDMENT, TOWN OF
SMITHSBURG WS-19-002 – *Stephen, T. Goodrich, Director, Department of Planning and*
Zoning

11:30 A.M. MINIMUM WAGE ANALYSIS – *Sara Greaves, Chief Financial Officer*

11:45 P.M. RECESS

12:45 P.M. RECONVENE IN CLOSED SESSION

(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)

03:45 P.M. ADJOURNMENT



Agenda Report Form

Open Session Item

SUBJECT: Approval of **REVISED** by-laws for the Environmental Management Advisory Committee

PRESENTATION DATE: October 15, 2019

PRESENTATION BY: Dan DiVito, Director, Division of Environmental Management

RECOMMENDED MOTION: To approve the revised bylaws of the Environmental Management Advisory Committee as presented.

REPORT-IN-BRIEF: The members and Chair voted upon an amendment to the by-laws which addresses the topic of "Quorum", *NEW* Article V, section C (see below):

Current by-laws state that a quorum is "***a majority*** of active members of the Committee..."

Revision changes the quorum to "***at least three (3)*** active members of the Committee..."

DISCUSSION: The committee is requesting a change in the wording in reference to the required number of members necessary for a quorum. Past meetings were unable to conduct regular business because of a lack of sufficient numbers to meet this requirement. The roster of membership has recently been filled which will also facilitate achieving a quorum but the committee still feels the wording should be amended.

Additionally, the Clerk is working to prepare all by-laws for the Boards and Commissions in a uniformed manner, no verbiage has been changed during the Clerk's revisions.

FISCAL IMPACT: None

CONCURRENCES: Dan DiVito, Director, and Board Chair.

ATTACHMENTS: Revised bylaws for the Environmental Management Advisory Committee



WASHINGTON COUNTY ENVIRONMENTAL MANAGEMENT ADVISORY COMMITTEE

BYLAWS (in accordance with Policy PR-22, Boards and Commissions)

Article I Name and Principal Office

The name of the Committee is the Washington County Environmental Management Advisory Committee (Committee). The principal office of the Committee is located at the Division of Environmental Management, 16232 Elliott Parkway, Williamsport, Maryland.

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Deleted: WASHINGTON COUNTY ENVIRONMENTAL MANAGEMENT ADVISORY COMMITTEE ("Committee").

Article II Priorities

The Committee shall:

A. Provide the Board of County Commissioners (Commissioners) and County staff with advice and suggestions in regard to:

Deleted: BYLAW TWO PRINCIPAL OFFICE The principal office and meeting place of the Committee shall be the Washington County Division of Environmental Management, 16232 Elliott Parkway, Williamsport, Maryland 21795. BYLAW THREE

- 1. Policies and procedures of the Division of Environmental Management;
2. Information concerning new regulatory proposals;
3. Information concerning current County Water and Sewer Service Policies;
4. Information concerning the County Resource Element of the Comprehensive plan;
5. Information concerning all local solid waste issues;
6. Evaluating the Solid Waste Plan and its effectiveness and recommending modifications; and,
7. Information concerning the biennial update of the Solid Waste Management and Recycling Plans.

Article III Membership

A. Composition. The Committee shall consist of no less than seven (7) and no more than nine (9) voting members who shall be appointed by the Commissioners. In addition to the voting members, the Commissioners may appoint others to serve as non-voting, ex officio members of the Committee for various terms of office and for various differing purposes.

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B. Terms. The original term of two (2) members shall be for one (1) year; the original term of two (2) members shall be for two (2) years; and the original term of one (1) member shall be for three (3) years. Any members in excess of five (5) shall serve an initial term of two (2) years. Subsequent terms of all members shall be for three (3) years. Members of the Committee shall be eligible for reappointment for one (1) consecutive term only and following the second consecutive three (3) year term, shall be eligible for reappointment only following an intervening three (3) year period.

Deleted: only, and

C. **Termination of Membership and Vacancies**

1. Membership on the Committee may be terminated by voluntary withdrawal or by removal by the Commissioners. Any member may withdraw from membership by giving written notice to the Committee chair of such intention.

2. The Committee may recommend to the Commissioners that the membership of an individual member be terminated based on one or more of the following criteria:

- a. Inadequate attendance including excused and unexcused absences;
- b. Breach of confidentiality;
- c. Action/behavior that is inappropriate or inconsistent with County policy.

3. The Commissioners shall have the authority to remove any member of the Committee at any time when, in its sole and absolute discretion, the best interest of the community shall be served.

4. Vacancies in the Committee for any reason shall be filled for the unexpired term by the Commissioners.

Article IV
Officers

A. **Elected Officers.** The members of the Committee shall elect from their members, a chair, a vice-chair, and a secretary, who may or may not be a member of the Committee. One member may not hold more than one office. The officers shall have the duties and powers usually attendant upon such officers, and such other duties and powers not consistent herewith as may be provided by the Committee.

B. **Chair.** The chair shall:

1. Preside as the chief officer of the Committee and shall be present at all meetings of the Committee;

2. Serve as a non-voting ex-officio member of all sub-committees and appoint the chair of each sub-committee from among the members;

3. Ensure that proper records are maintained;

4. Communicate to the Committee such matters and make such suggestions as may in the chair's opinion tend to promote the achievement of the goals outlined in these by-laws; and

5. Perform such other duties as are necessarily incidental to the office.

C. **Vice-Chair.** The vice-chair shall perform all duties of the chair during his or her absence.

D. **Secretary.** The secretary shall maintain minutes of the meetings and when necessary provide notice of meetings to members of the Committee. The secretary shall keep record of the proceedings of each meeting, which shall include the vote of each member on each question, or if absent or failing to vote, indicating such fact; the names and addresses of all witnesses; a summary of facts on which the decision is based; the decision rendered; and other official actions of the Committee.

E. Officer Removal, Resignation, and Vacancies.

1. The Committee may recommend to the Commissioners that a member serving as an officer be removed from his or her officer position based on one or more of the following criteria:

- a. Inadequate attendance including excused and unexcused absences;
- b. Breach of confidentiality; and,
- c. Action/behavior that in the opinion of the Committee is inappropriate or inconsistent with County policy.

2. The Commissioners shall have the authority to remove any member from an officer position of the Committee at any time when, in its sole and absolute discretion, the best interest of the community shall be served.

3. In the event of an officer vacancy that is caused by removal, resignation, or any other reason, the Committee shall elect a member to fill the vacancy. The election shall take place at the next regularly scheduled meeting following the effective date of the vacancy. A member elected to fill the vacancy shall serve out the remainder of the officer's term left vacant. The partial term shall not be applied to the term limits.

Article V
Meetings

A. Meetings. Meetings shall be subject to the Open Meetings Act and members of the public shall be permitted to attend all meetings except as provided by law. General parliamentary rules, as set forth in Robert's Rules of Order, as amended from time to time, shall govern, when not in conflict with these by-laws.

1. Regular Meetings. Regular meeting shall be held quarterly or more frequently as needed.

2. Annual Meeting. There shall be an annual meeting of the Committee each year, unless otherwise ordered by the Committee, for the election of officers, receiving reports, and the transaction of other business. Notice of such meetings issued by the Secretary, shall be mailed to the last recorded address of each member of the Committee at least one (1) week before the time appointed for the meeting.

3. Special Meetings. Special Meetings of the Committee may be called at any time by the Chair, or in the Chair's absence, by the Vice-Chair, on the written request of two (2) members of the Committee, the request of the Commissioners, or upon the request of the Washington County Health Officer. One (1) weeks' notice of any Special Meeting must be given to the members of the Committee and the notice must state the reason for the Special Meeting.

B. Attendance. All members shall be required to attend the regularly scheduled Committee meetings. Failure to attend these meetings may be at the discretion of the Committee and result in the following:

1. A third missed meeting in any fiscal year may result in a letter to the member from the chair regarding the attendance policy.

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2. Disassociation from the Committee as a voting member may occur after the third unexcused absence of regularly scheduled meetings in any fiscal year.

C. **Quorum.** For the purpose of conducting regular business, at least three (3) active members of the Committee, when present at any meeting, shall constitute a quorum.

D. **Sub-committees.** Other standing or special sub-committees of the Committee may be formed by the Committee as deemed necessary.

Article VI
Fiscal Year and Budget

A. **Fiscal Year.** The fiscal year of the Committee shall begin on the 1st day of July and end on the last day of June.

B. **Budget.** No budget will be provided to the Committee unless deemed necessary by the Commissioners.

Article VII
Amendments to ByLaws

These bylaws may be amended, repealed, modified, or altered, in whole or in part, by the Commissioners, in their sole and absolute discretion. If such an amendment or change is proposed by the Board, such proposal must be submitted in writing and approved at a meeting of the Board. The proposal to amend these bylaws and the text of the proposed amendment must be included in the notice of the next meeting of the Board. At that time, the Board shall vote on the proposed amendment. Such proposed amendments shall be recommended to the Commissioners only if the proposal receives a quorum vote of the Board.

____ Approved and adopted this ____ day of XXXXXX, 2019.

ATTEST:

Krista L. Hart, *County Clerk*

Jeffrey A. Cline, *President*
Board of County Commissioners of
Washington County, Maryland

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Deleted: D. Voting. Official statements of Committee positions, communications, or recommendations, shall be approved by majority vote of the active members present. All other regular business may be conducted by majority vote when a quorum is met. ¶ E

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Agenda Report Form

Open Session Item

SUBJECT: Quitclaim to H and C Properties

PRESENTATION DATE: October 15, 2019

PRESENTATION BY: Todd Moser, Real Property Administrator, Division of Engineering

RECOMMENDED MOTION: Move to approve the conveyance of 1,366 +/- square feet of land to H and C Properties and approve the acceptance of a 68 +/- square feet easement and affirm previously accepted 4,454 +/- easement.

REPORT-IN-BRIEF: A survey error that occurred prior to 2005 was brought to the attention of County staff. The error resulted in the County accepting a small portion of land beyond the limits of the original dedicated area for the improvements of Maugans Avenue.

DISCUSSION: County staff has been working with H and C Properties to resolve the issue. The area being considered for conveyance was dedicated to the County at zero consideration.

FISCAL IMPACT: N/A

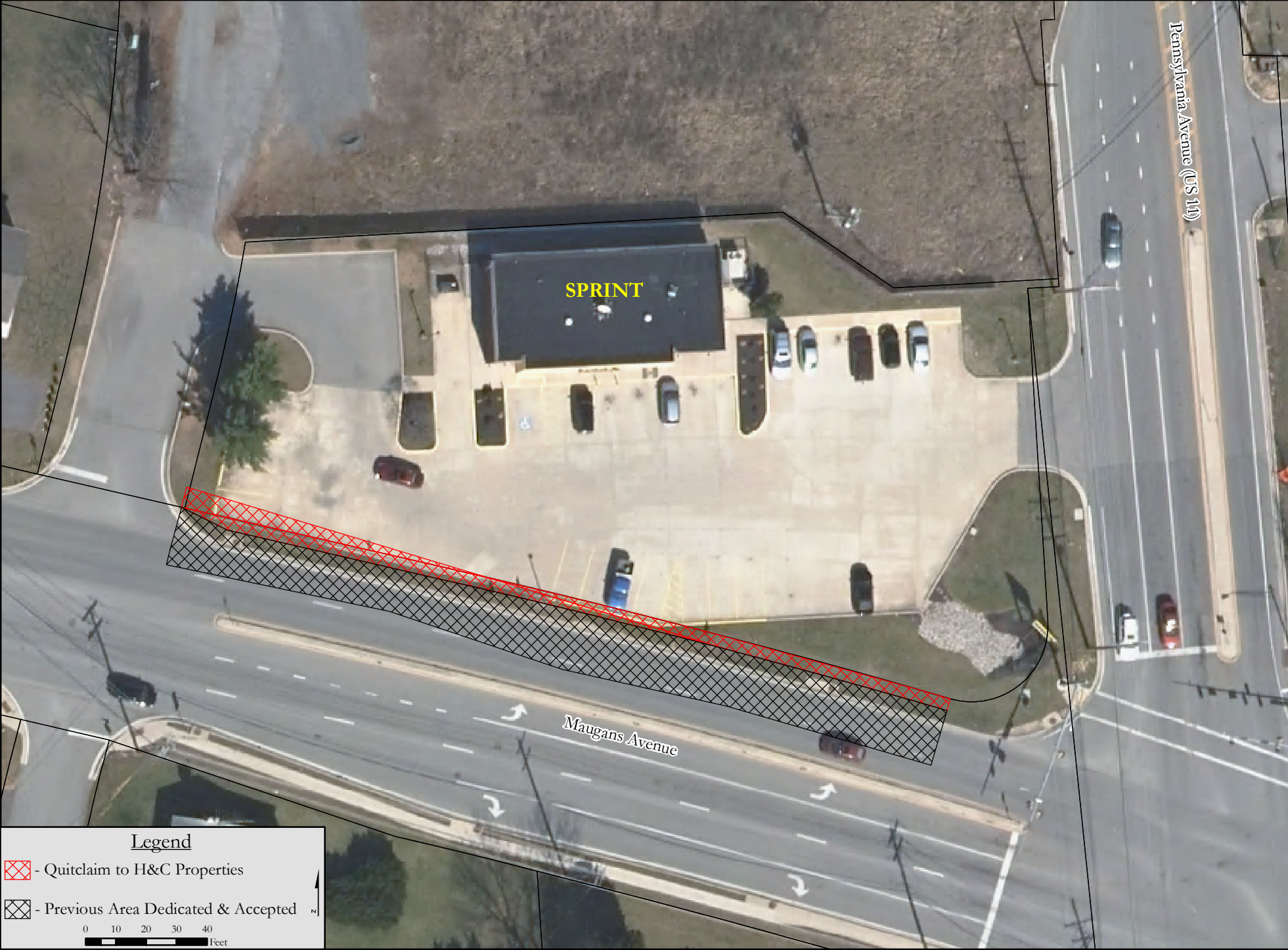
CONCURRENCES: County Attorney, Director of Engineering

ALTERNATIVES: N/A



ATTACHMENTS: Aerial Map

AUDIO/VISUAL NEEDS: Yes (Aerial Map)

H&C Properties LLC Property Conveyance



Legend

-  - Quitclaim to H&C Properties
-  - Previous Area Dedicated & Accepted

0 10 20 30 40 Feet



Agenda Report Form

Open Session Item

SUBJECT: Community Volunteer Fire Company, District 12

PRESENTATION DATE: October 15, 2019

PRESENTATION BY: Kingsley Poole, Co-Chair, Emergency Services Advisory Council, Richard Hopkins, Co-Chair, Emergency Services Advisory Council, R. David Hays, Director, Division of Emergency Services, Robert Moncrief, President, Washington County Volunteer Fire and Rescue Association

RECOMMENDED MOTION: Move to remove the 36-month Probationary Status Designation from the Community Volunteer Fire Company that was implemented as a condition of re-instatement of service authority.

REPORT-IN-BRIEF: On July of 2012 the Board of County Commissioners voted to suspend the Former Fairplay Vol. Fire Company from the provision of fire and emergency medical service delivery within Washington County, MD.

On October 11, 2016 the Board of County Commissioners, under recommendation of the Director of Emergency Services, the Emergency Services Advisory Council and the Washington County Vol. Fire and Rescue Association voted to authorize re-instatement of services, provided several stipulations and requirements were agreed upon the Fire Department and its membership.

Included in those stipulations was the requirement to serve a 36-month probationary period whereas all actions and functions of the newly re-organized fire department would be closely monitored by the Emergency Services Advisory Council (ESAC). The probationary stipulation included the requirement that the ESAC be empowered with full financial and administrative oversight of the fire company during the probationary period.

DISCUSSION: To date, the leadership and membership of the Community Vol. Fire Company, District 12 have maintained success in the responsible management of the newly re-organized company. Financial management is on par and in many cases exceeds expectations for a newly re-organized company. The membership continues to pay upon its loan obligation to the County and has been successful in bringing the facility and equipment up to response standards. The fire company has been able to establish a cash reserve balance that will help maintain future apparatus and equipment replacements in a functional timeframe.

Recently the company has been successful in awards from both the Assistance to Firefighters and the SAFER Grant Programs from FEMA.

FISCAL IMPACT: None

CONCURRENCES: Director of Emergency Services, Emergency Services Advisory Council and Washington County Vol. Fire and Rescue Association

ALTERNATIVES: Extend the probationary period for a duration as defined by the Board of County Commissioners.

ATTACHMENTS: None

AUDIO/VISUAL NEEDS: None

Open Session Item

SUBJECT: PUBLIC HEARING – Water and Sewerage Plan amendment, Town of Smithsburg
WS-19-002

PRESENTATION DATE: October 15, 2019

PRESENTATION BY: Stephen T. Goodrich, Director, Department of Planning and Zoning

RECOMMENDED MOTION: This is a public hearing to take comment on the proposed amendment. No motion is required. However, following conclusion of the public hearing Commissioners may discuss and reach consensus on proposed action or delay to a future meeting

REPORT-IN-BRIEF: The Mayor and Council of the Town of Smithsburg has submitted a request for amendment to the Water and Sewerage Plan. The amendment requests enlargement of the sewer service area for the Smithsburg Wastewater Treatment Plant to include 12 parcels of land that are located on the east side of the intersection of MD Routes 64 and 77. Three of the parcels were recently annexed into the Town and are the location of a mixed-use development proposed by property owner Cloverly Hill LLC. The remaining 9 parcels, which are located in the County, surround the Cloverly parcels. There are 7 existing single-family dwellings on these parcels and 1 parcel is vacant. The Town has also requested that an S-1 service priority designation be assigned to all 12 parcels. Service priority designations are a general indicator of when public utility service might be expected but it is not a firm commitment or guarantee. The S-1 designation means that public sewer service is existing. An S-3 designation means that service is programmed and the S-5 designation means that it is planned. All of the parcels are located in the Town or County growth area.

DISCUSSION: Since the Cloverly parcels have been annexed into the Town of Smithsburg and all of the parcels are included in the town or county growth areas it is appropriate for their inclusion in the service area boundary where the public utility service is expected. It is expected and preferred by both jurisdictions' comprehensive plans that public utility service will be used in these areas where growth and development will be encouraged. Plan criteria state that the S-1 designation is for areas where the service is existing or under construction. The sewer service does not exist nor is it currently under construction and therefore the S-1 service priority is not appropriate. However, staff recommended, and the Planning Commission supported, an alternate proposal to assign the S-3 designation to the Cloverly parcels and the S-5 for the remaining 9 parcels. This indicates the intention and desire to utilize the public utility at an undesignated time in the future. The designation can be updated administratively (without further amendment) when the service is existing. A Town representative and 2 of the property owners indicated their support of this proposal during the Planning Commissions public information meeting.

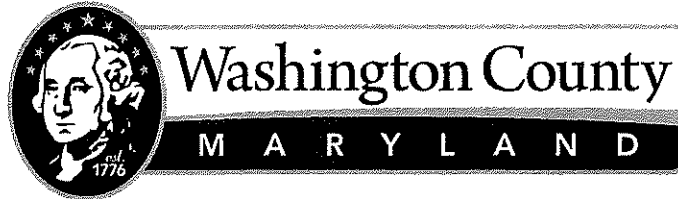
FISCAL IMPACT: None

CONCURRENCES: Town of Smithsburg Mayor and Council

ALTERNATIVES: None

ATTACHMENTS: Smithsburg Mayor and Council application package, Staff report and Planning Commission recommendation

AUDIO/VISUAL NEEDS: None



DEPARTMENT OF PLANNING & ZONING
COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

WATER AND SEWERAGE PLAN AMENDMENT
STAFF REPORT AND ANALYSIS
WS-19-002

BACKGROUND

The Mayor and Council of the Town of Smithsburg have requested amendment of the Washington County Water and Sewerage Plan. The Town requests that the County “...*amend the sewer service area boundaries to match those of the growth area boundary and revise the designation to S-1, since the development plans are underway.*” The area where the Town requests that this change be made is located in the east quadrant of the intersection of MD Routes 64 and 77. (See attached map) This area is included within the Town’s Growth Area boundary in the Municipal Growth Element of its 2012 Comprehensive Plan. It is also identified as a potential annexation area in that same plan. The Town followed thru on this intention after a request by developer Cloverly Hill LLC and annexed its land (parcels #29, 120 and 262 see attached map) into the Town of Smithsburg in March 2019. It is Cloverly Hill’s development plans that the Town refers to as “underway” in its amendment request. The area is also indicated within the Smithsburg Town Growth Area in the County’s adopted Comprehensive Plan. There are 12 parcels of land in the area requested to be included in the service area. Three are owned by Cloverly Hill LLC and the remaining 9 are owned by individuals.

Per the Water and Sewerage Plan’s definitions, a **service area** is a geographic area served or potentially served by a system of sanitary sewers connected to a treatment plan. Typically, a service area bears the name of the jurisdiction that owns and/or operates the treatment plant or the name of a municipality that is a primary provider of services in the area. In this case it is the Smithsburg Wastewater Treatment Plant service area because it provides service to the Town and surrounding area identified for future growth. The Town of Smithsburg was the former owner of the plant which is now owned and operated by Washington County. It is the Smithsburg Wastewater Treatment Plant service area that the Town has requested be expanded to include the subject 12 parcels.

The amendment application also includes the request to modify the service priority designation to S-1. **Service priority designations** are a label for a parcel’s relationship with an urban or town growth area and a very general indicator of when the public service might be provided. It is not a commitment or guarantee of public service or a date when it will be available. Public sewer service is preferred and/or required within growth areas. Private on-site

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wells and septic systems are discouraged or sometimes prohibited in growth areas if connections to a public system are available. In all cases, private on-site systems are considered temporary until connection to a public system can be made.

Of the four priority designations used by Washington County in its plan, three indicate a preference for public sewer service in Town and Urban Growth Areas and a very generalized time frame for that service to be provided. S-5 indicates that the property is within the growth area and public service, meaning connection to a public sewerage system, is preferred and *planned* in the future. No specific development proposals have been made and no designs for system improvements or line extensions to meet capacity or assignments of capacity have been made. S-3 indicates that the parcel(s) are located in a growth area and that public service is preferred, expected and *programmed* by way of certain approvals of some form of development plan. Also, necessary capital projects to facilitate provision of service are included in the jurisdiction's Capital Improvements Program (CIP) that will enable the provision of service to the development proposal.

An S-1 service priority designation is an indicator that parcels within it are "...currently served (by a public system) or where actual work is progressing or where a notice to proceed with a contract for this work has been let ..."

DISCUSSION

The area where the Town has requested inclusion within the Smithsburg Treatment Plant service area and the change in priority designation includes 12 parcels of land. Three are currently owned by developer Cloverly Hill, LLC. These three parcels (# 29, 120 and 262) were annexed into the municipality of Smithsburg and received a mixture of General Commercial and Town Residential zoning. Parcel 262 currently has a service priority designation in the Water and Sewerage Plan of S-7 indicating no planned public sewer service. Parcel 29 has a combination of priority designations S-5 and S-7 with the boundary between the two following the former growth area boundary. Parcel 120 is designated as S-5. These parcels are vacant except for farm buildings on parcel 262. A stone dwelling on parcel 262 has been demolished.

Six parcels (# 121, 124, 214, 224, 305 and 350) have a priority designation of S-5 indicating that public sewer service is planned for the future. They are included in the analysis of the amendment because they are included in the Town and County growth areas. Each of these six parcels has a dwelling located on it and none are connected to a public sewer system. There are no allocations, construction drawings, funding or intention on the part of the service provider to require connections of these parcels. A public sewer system does not exist in the

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area. These dwellings are connected to the public water system and there are fire hydrants located along Cloverly Farm Lane.

Three remaining parcels are included within the Town and County growth areas but currently have a service priority designation of S-7 meaning that public sewer service is not planned for them and no development proposals requiring public service have been presented. Parcels 83 and 351 are combined and occupied by a dwelling and related out buildings. These two parcels are located in the southern corner of the subject area and front on MD Route 77. The remaining Parcel 195 is located in the northern corner of the subject area, is vacant of buildings and is planted with orchard and vineyard. It has frontage along Raven Rock Road (aka MD Route 491).

The impending development of the Cloverly Hill properties (parcels #29, 120 and 262) which have been annexed into the Town, has prompted this request from the Town. It is supported and encouraged by the Cloverly Hill developer. The development plan as described in the application is to develop the property with a mixed-use intergenerational community containing single family homes, town homes, independent living cottages, independent living apartments, assisted living units with additional memory care units, a shared services center, a daycare facility, a shared emergency services facility, a restaurant and general commercial uses. It would occupy 68 acres. Final designs are not complete. The application indicates a residential density of approximately 1.97 units per acre and a need for treatment of approximately 67,200 gallons of effluent per day (residential and commercial). All of this development is proposed to be served by public water and sewerage facilities and thus the need for the inclusion in the service area boundary and the requested S-1 priority designation.

Review of a Water and Sewerage Plan amendment at the staff level includes seeking input from other government agencies that are involved in providing the sought-after service. In this case the sewer service provider is the Washington County Division of Environmental Management (DEM) which operates and maintains the Smithsburg Wastewater Treatment Plant. Funding for treatment plant upgrades to accommodate future growth in the Town and surrounding growth area and to meet the State of Maryland's Enhanced Nutrient Removal (ENR) standards is included in the County's most recent Capital Improvements Program (CIP). The project is identified as the Smithsburg WWTP ENR upgrade. The project has a total projected budget of \$7.4 million with funding extending to FY2021. DEM remarks that the plant improvements are in the design stage now and it estimates completion of the upgrade by the end of 2021. The planned upgrade will increase the plant capacity from the current 0.33 million gallons per day (MGD) to 0.45 MGD. While there is some capacity in the treatment plant for

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some new development now (131 EDUs), DEM expressed objection to the requested S-1 service priority designation because service to these parcels does not exist nor is it under construction. There are no service lines in the ground for imminent hook-up and the final designs of the proposed Cloverly development are not complete or approved. No other agencies have commented on the application.

ANALYSIS

The Mayor and Council of the Town of Smithsburg have requested that the Washington County Water and Sewerage Plan be amended to include 12 parcels within the service area boundary of the Smithsburg Wastewater Treatment Plant and to assign a service priority designation of S-1 indicating that public sewer service is existing or under construction.

The request for amendment to include these 12 parcels within the service area of the Smithsburg Wastewater Treatment Plant seems to be appropriate, logical and meets the intention and requirements stated in the Water and Sewerage Plan. The area is located within the recently revised Smithsburg Town Growth Area as indicated in its Comprehensive Plan. It is also located in the Town Growth Area identified in the County's Comprehensive Plan. Both plans intend for growth areas to be served by public water and sewer facilities. The Smithsburg treatment plant is the only public facility available to serve these parcels. It is stated and accepted practice and policy for land uses in growth areas to be served by public health facilities to maximize density and to gain maximum returns on the public investments in these systems. Five of the seven parcels that have dwellings on them are at or below the minimum lot size that traditionally supports on-site health facilities. The interim nature of on-site septic systems warrants inclusion of existing developed properties as a back-up plan for the future of these parcels if on-site systems fail. All of the parcels except 83, 351, 195 and 262 have recently been assigned the water service priority W-1 indicating public water service is existing. An 8-inch water line exists under the bed of Cloverly Farm Lane and provides service to the 5 dwellings on both sides of the lane and the dwelling at the end of the lane. In fact the water line also extends to Parcel 262 where it provided water to the now demolished stone house and still standing barn.

The Cloverly parcels have been annexed into the Town as intended by its municipal growth element with the clear purpose of accessing the Town's public water and sewer systems in order to achieve the density and intensity of development indicated by a proposed development plan. The Town has assigned zoning districts to allow the development as planned.

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Inclusion of all 12 parcels in an expanded service area for the Smithsburg Wastewater Treatment Plant would be appropriate and consistent with Comprehensive Plans and Water and Sewerage Plan criteria.

The eligibility requirements for assignment of any of the three priority designations applicable to the timing of public service are contained in the Water and Sewerage Plan.

Eligibility for an S-5 designation requires determination of consistency with the respective Comprehensive Plan and acknowledgement by the service provider of the conceptual method of service. Where applicable, a preliminary review and analysis of a proposed development plan should be conducted. In this case, that has occurred with respect to the Cloverly proposed development but is not applicable to the remaining already developed parcels.

Eligibility for the S-3 designation includes all of those for S-5 plus acceptance by the service provider of the new facilities operating and maintenance responsibility and allocation of capacity. Approval of the expansion of the service area should be secured from the service provider, capacity should be existing or programmed and capital costs should be included in a CIP. A preliminary plat or site plan should have received approval from a Planning Commission when applicable.

Criteria to be eligible for an S-1 designation include all of those for S-5 and S-3 and the facilities should be under construction or completed.

There is no public sewer service existing to these 12 parcels and it is not under construction. No contract for construction has been approved or issued and the design of a collection system or improvements to the plant to add capacity are not complete. It is entirely appropriate for these parcels to have service area priorities indicating public service is planned or programmed in their future, but it is a fact that it does not now exist. Assigning S-1 to the area doesn't meet criteria specified in the Water and Sewerage Plan and could also have a negative impact on parcels that are now using on-site septic systems if those systems should fail and repairs or replacement is necessary.

Although the Water and Sewerage Plan's **Priority Classification Requirements** (page IV-41&42) clearly state "Individual on-lot disposal systems including alternate on-lot sewerage treatment systems shall not be permitted ..." except when a public system is inadequate or not available, recent experience has shown that agencies involved in permitting repairs or replacements have been zealous in promoting or requiring connection to a public system. In order to prevent obstacles to repairs to existing systems that may result from an S-1 designation,

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WS-19-002

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it would be wise to assign the S-5 category. This would allow repair or replacement of an on-lot disposal system until a public connection is actually available. S-5 would indicate that public service is planned in the future but no concrete plans have been made. These property owners with existing dwellings or the vacant parcels would be protected from a required hook up as long as their systems operate properly.

Perhaps a better arrangement for service priority designations would be to assign S-3 to the parcels proposed for development by Cloverly Hill LLC (# 29, 120 and 262). These parcels were annexed into the Town of Smithsburg in order to gain access to public health facilities and the Town has assigned zoning districts to facilitate a development proposal that it has reviewed on multiple occasions. Designs for additional capacity at the treatment plant, some of which is acknowledged to be for the proposed Cloverly development, are well underway and costs are included in the County's CIP. S-1 may not be appropriate at this time because the service is not existing or under construction but conversion to S-1 when the improvements are actually under construction would be automatic and would not require additional amendment applications from the Town or developer. S-3 indicates that connection is programmed and expected by all parties.

At this point in the analysis it is appropriate to extend service area boundaries to include all 12 parcels. Assignment of the S-3 priority designation to the three Cloverly parcels and S-5 to the remaining nine parcels appears to meet the designation criteria. Property owner and general public feedback have yet to be provided and may alter the analysis provided to date.

Respectfully submitted,



Stephen T. Goodrich, Director
Department of Planning and Zoning

WS-19-002



MAYOR AND COUNCIL

21 W. Water Street, P.O. Box 237, Smithsburg, MD 21783

Town Office: 301-824-7234 Fax: 301-824-6219

www.townofsmithsburg.org

Stephen Goodrich, Director
Washington County Department of Planning and Zoning
100 W. Washington Street, Suite 2600
Hagerstown, MD 21740

Mr. Goodrich,


The Mayor and Council of the Town of Smithsburg along with the Town Planning Commission have been working with the developer of land recently annexed into the Town at the northeast quadrant of Leitersburg-Smithsburg Road (MD 64) and Wolfsville Road (MD 77). As part of these discussions with the developer, the location of the public sewer service area delineated in the 2009 Sewerage Plan for these properties appears inconsistent with the more recently adopted Plans by the County and the Town. We acknowledge that this boundary was adopted to correlate with the adopted Town Growth Area in place at the time. However, since the adoption of the 2009 Sewerage Plan both the Town (in 2012) and the County (in 2015) have reviewed the growth area boundary in this location and expanded those boundaries to include all Cloverly properties.

With these changes to the Town Growth Area Boundary in both the Town and County Comprehensive Plans, the effect is that growth is projected to these areas and that they should be served by public sewer facilities. However, the County has not yet updated the public sewer service area boundaries in the Sewerage Plan to align with these decisions. As such the service areas bisect two of the Cloverly properties designating them with a portion as S5 and a portion as S7.

This split designation is causing hindrances to the progress of the Cloverly project. For this reason, the Mayor and Council are hereby respectfully asking the County to amend the sewer service area boundaries to match those of the growth area boundary and revise the designation to S1, since the development plans are underway.

The Mayor and Council of the Town of Smithsburg thank you in advance for your prompt attention to this matter. If you have any questions please feel free to contact our Development Coordinator Randy Dick at 301-991-3502 or by email at rdick@townofsmithsburg.org.

Respectfully,



Jack Kesseffing
Mayor of Smithsburg

VIII. DATA TO BE INCLUDED IN APPLICATIONS FOR AMENDMENT TO THE COUNTY PLAN

The following data, as applicable, shall be included in an application for amendment of the Water and Sewerage Plan for the creation of a new service area, expansion of an existing service and the establishment of a priority classification of S-5 or W-5 or higher.

Applications for amendment shall address the interrelationship of water supply and waste water disposal.

Applications for the establishment of new service areas or the creation of new or improved major facilities must include the following as appropriate to the project:

1. Proposed type, capacity, size and location of facilities (new or proposed for use) and map.

Mixed Use Intergenerational community with the following uses: Single Family Homes, Town Homes, Independent Living cottages, Independent Living apartments, Assisted Living units with additional Memory Care Units, Shared Services Center, Daycare Facility, Shared Emergency Services Facility, Restaurant, and General Commercial use at the northeast quadrant of Leitersburg-Smithsburg Road (MD 64) and Wolfsville Road (MD 77)

2. Name and location of development or service area (boundary, drainage area, acreage and map).

The proposed name of this development will be Cloverly and the development shall occur on lands located in the northeast quadrant of Leitersburg-Smithsburg Road (MD 64) and Wolfsville Road (MD 77). The properties have a total acreage of 68.18 acres and are in the Antietam Creek watershed drainage area.

3. Number of people (existing in drainage or service area, density of development).

Final design has not been complete however the estimated residential density of the proposed development will be approximately 1.97 units per acre. There will also be some limited commercial development and institutional uses.

4. Number of people to be served in drainage or service area by planned staged development.

Final design has not been complete so staging of development is currently unknown.

5. Design, average and peak flows.

Based on the preliminary design concept, the approximate amount of EDU usage is anticipated to be 336 EDUs. Each EDU is based on 200 gallons per day, totaling an estimated average of 67,2000 gallons per day.

6. Degree and type of treatment given.

Treatment is handled by the Washington County Department of Water Quality. According to the 2009 Washington County Water and Sewerage Plan:

“The [Smithsburg Wastewater Treatment Plant] utilized sequence batch reactors (activated sludge process), tertiary filters and UV disinfection.” (Page IV-4)

7. Sludge disposal plans.

According to the 2009 Washington County Water and Sewerage Plan, “Sludge generated at this WwTP is transported and processed at the Conococheague WwTP.” (Page IV-4)

8. Transmission facilities (size of pipe).

Final design of development and infrastructure has not been completed, therefore, size of transmission and utilities has not been determined at this time.

9. Effluent disposal plans (spray irrigation, discharge to stream, etc.).

According to the 2009 Washington County Water and Sewerage Plan, “Effluent is discharged into the Little Grove Creek.” (Page IV-5)

10. Classification of stream receiving discharge.

Little Grove Creek is a tributary of Antietam Creek. The Antietam Creek has a recreational water classification of III-P.

11. Operation and maintenance costs.

N/A.

12. Proposed means of financing improvement.

Extension of services will be provided through developer direct cost of construction.

13. Description of ground and surface water resources within the service or development area, including the quantity and quality of these resources.

There are no ground or surface water resources within the development area.

14. Sources of pollution or contamination of groundwater resources within the development or service area.

N/A. There are no ground or surface water resources within the development area.

15. Source and amount of water to be withdrawn.

The properties currently have public water service from the Town of Smithsburg.

16. Relationship to Comprehensive Plan.

The change in service area designation would be consistent with recent changes to both the County and Town growth area boundary changes. See #18 below.

17. Relationship to Water and Sewer Plan.

The proposed change in service area is consistent with the policies of the Water and Sewer Plan. Table 11 on page IV-28 of the Water and Sewerage Plan outlines immediate five- and ten-year priorities for sewerage development. According to the table, the Smithsburg WwTP is listed as priority to expand capacity and upgrade to ENR technology. This clearly indicates the intent of future growth within the Smithsburg growth area.

18. Reason for change.

The location of the public sewer service area delineated in the 2009 Sewerage Plan for these properties appears inconsistent with the more recently adopted Plans by the County and the Town. We acknowledge that this boundary was adopted to correlate with the adopted Town Growth Area in place at the time. However, since the adoption of the 2009 Sewerage Plan both the Town (in 2012) and the County (in 2015) have reviewed the growth area boundary in this location and expanded those boundaries to include all of the Cloverly property.

With these changes to the Town Growth Area Boundary in both the Town and County Comprehensive Plans, the effect is that growth is projected to these areas and that they should be served by public sewer facilities. However, the County has not yet updated the public sewer service area boundaries in the Sewerage Plan to align with these decisions. As such the service area bisects the Cloverly development designating as S5 and as S7.

This split designation is causing hindrances to the progress of the Cloverly project. For this reason, the Mayor and Council are hereby respectfully asking the County to amend the sewer service area boundaries to match those of the growth area boundary and revise the designation to S1, since the development plans are underway.

19. Alternatives and the rationale used in determining the means of providing water supply.

N/A. Property will be served by public water.

20. Rationale for selecting a particular design and alternatives for any proposed treatment facility, pumping station or interceptor.

Final design has not been complete. All necessary improvements and/or extensions to collection systems will be completed in accordance with all County and/or Town of Smithsburg engineering requirements.



DEPARTMENT OF PLANNING & ZONING

COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

September 17, 2019

WS-19-002

**APPLICATION FOR AMENDMENT TO THE
WASHINGTON COUNTY WATER AND SEWERAGE PLAN
PLANNING COMMISSION RECOMMENDATION**

The Mayor and Council of the Town of Smithsburg have requested an amendment to the Washington County Water & Sewerage Plan for 12 parcels located in the east quadrant of the intersection of MD Routes 64 and 77. The request for amendment is to include the 12 parcels [three of which have recently been annexed into the Town of Smithsburg (P. 29, 120, 262)] within the service area of the Smithsburg Wastewater Treatment Plant and to assign a service priority designation of S-1 (Sewerage Service Existing or Under Construction) to these parcels.

The Planning Commission held a public information meeting on Monday, August 5, 2019. Staff provided a presentation of the application. Staff noted that it is appropriate and desirable for all 12 parcels to be included within the service area boundary of the Smithsburg Wastewater Treatment Plant because all are included within Smithsburg's and Washington County's designated growth areas.

The Planning staff report indicates that none of the 12 parcels meet the Water & Sewerage Plan criteria to be assigned the S-1, Existing Service priority designation. Public sewer service does not exist to these parcels nor is it under construction. Staff recommended an alternative to assign the S-3, Programmed Service priority designation to the three parcels annexed into the Town of Smithsburg. The remaining parcels were recommended to receive the S-5 planned service priority designation.

The Washington County Planning Commission took action at its regular meeting on September 9, 2019 to recommend to the Board of County Commissioners that the service area boundary be expanded to include the 12 parcels noted in the application and the S-3 and S-5 priority service designation as recommended by Staff. The Commission's action was based upon a determination that the request is consistent with the goals and policies of the adopted Comprehensive Plan and the adopted Water and Sewerage Plan of Washington County.

Copies of the application, staff report and minutes of the August 5, 2019 and unapproved minutes of the September 9, 2019 Planning Commission meetings are attached.

Respectfully submitted,

Stephen T. Goodrich, Director
Washington County Department of Planning
& Zoning

STG/dse
Attachments
cc: Kirk Downey



Agenda Report Form

Open Session Item

SUBJECT: Minimum Wage Analysis

PRESENTATION DATE: October 15, 2019

PRESENTATION BY: Sara Greaves, Chief Financial Officer

RECOMMENDED MOTION: For consideration to establish an approach for the FY2021 budget and future years.

REPORT-IN-BRIEF: Commissioner Meinelschmidt requested the County's plan of action to address the minimum wage legislation through FY2025. County personnel have prepared options for consideration.

DISCUSSION: The current minimum wage is \$10.10 per hour. Maryland law makers passed legislation to raise minimum wage to \$15 per hour by 2025 through incremental yearly increases.

Current legislation

Below is the required minimum wage changes per Maryland legislation.

\$10.10 Current

\$11 on Jan. 1, 2020, 13% increase

\$11.75 on Jan. 1, 2021, 7% increase

\$12.50 on Jan. 1, 2022, 6% increase

\$13.25 on Jan. 1, 2023, 6% increase

\$14 on Jan. 1, 2024, 6% increase

\$15 on Jan. 1, 2025, 7% increase

Option 1 – Increase entire scale by 49%

Estimated Cost - \$30 million

Recommended – No

Option 2 – Create new scale and restructure employee classifications

Estimated Cost - \$10-15M

Recommended – No

Option 3 – Move employees to closest step on scale who fall below stated minimum wage

Estimated Cost - \$2M

Recommended – For discussion

Option 4 – Provide annual COLA's of 2% to increase entire scale; plus, over the five year period phase out Grades 4 and 5.

Estimated Cost - \$8.75M

Recommended – For discussion

Washington County's median household income is \$58,260. Therefore, how other counties react to the minimum wage legislation may be very different than the impact it has on our county. The County looks to thoughtfully consider this impact and what it means for our employees. Hopefully, the options presented above provide a base for discussion and consideration.

FISCAL IMPACT: Variable

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Wage scale changes applicable to Option 3

AUDIO/VISUAL NEEDS: None

Curent Scale

Washington County Government
 FY 2020 Salary Scale
 7/1/2019

GRADE	STEP																				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
0.0%																					
	Prior Base	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	+ 2.5%	
22	102,190	104,749	107,370	110,053	112,798	115,627	118,518	121,472	124,509	127,629	130,811	134,077	137,426	140,858	144,373	147,992	151,694	155,480	159,370	163,363	
21	94,619	96,890	99,424	101,920	104,478	107,099	109,782	112,528	115,336	118,227	121,181	124,218	127,317	130,499	133,765	137,114	140,546	144,061	147,659	151,341	
20	87,599	89,773	92,019	94,328	96,678	99,091	101,566	104,104	106,704	109,366	112,091	114,899	117,770	120,723	123,759	126,838	130,000	133,245	136,573	139,984	
19	81,120	83,158	85,238	87,360	89,544	91,790	94,078	96,429	98,842	101,317	103,854	106,454	109,117	111,842	114,629	117,499	120,432	123,448	126,526	129,688	
18	75,088	76,960	78,894	80,870	82,888	84,968	87,090	89,274	91,499	93,787	96,136	98,550	101,005	103,522	106,101	108,743	111,488	114,275	117,125	120,058	
17	69,534	71,282	73,070	74,901	76,773	78,686	80,662	82,680	84,739	86,861	89,024	91,260	93,567	95,967	98,289	100,714	103,230	105,810	108,451	111,166	
16	64,397	66,397	68,442	70,536	72,681	74,876	77,121	79,416	81,761	84,156	86,601	89,096	91,641	94,236	96,881	99,576	102,321	105,116	107,961	110,856	
15	59,634	61,331	63,076	64,871	66,716	68,611	70,556	72,551	74,596	76,691	78,836	81,031	83,276	85,571	87,916	90,311	92,756	95,251	97,796	100,391	
14	55,203	56,576	57,990	59,446	60,923	62,442	64,000	65,603	67,246	68,929	70,652	72,425	74,248	76,121	78,044	80,017	82,040	84,113	86,236	88,409	
13	51,106	52,374	53,685	55,037	56,410	57,824	59,280	60,757	62,275	63,835	65,437	67,080	68,766	70,491	72,259	74,069	75,920	77,813	79,748	81,725	
12	47,341	48,528	49,733	50,981	52,250	53,566	54,931	56,364	57,784	59,241	60,735	62,266	63,833	65,436	67,075	68,750	70,461	72,208	74,001	75,830	
11	43,826	44,928	46,051	47,195	48,381	49,587	50,835	52,104	53,414	54,746	56,118	57,512	58,947	60,424	61,942	63,482	65,062	66,685	68,349	70,054	
10	40,581	41,600	42,640	43,701	44,803	45,926	47,070	48,266	49,462	50,699	51,968	53,248	54,579	55,952	57,346	58,781	60,268	61,755	63,294	64,875	
9	37,565	38,501	39,456	40,435	41,454	42,494	43,555	44,637	45,760	46,904	48,069	49,275	50,502	51,771	53,061	54,392	55,744	57,138	58,573	60,029	
8	34,798	35,572	36,366	37,182	38,018	38,874	39,741	40,629	41,538	42,467	43,416	44,385	45,374	46,383	47,412	48,461	49,530	50,619	51,728	52,857	
7	32,219	32,919	33,622	34,341	35,086	35,856	36,651	37,481	38,336	39,216	40,121	41,056	42,021	43,016	44,041	45,096	46,181	47,296	48,441	49,616	
6	29,827	30,576	31,346	32,136	32,947	33,779	34,632	35,506	36,400	37,315	38,251	39,208	40,186	41,184	42,224	43,285	44,368	45,469	46,593	47,778	
5	27,622	28,309	29,016	29,744	30,493	31,262	32,053	32,864	33,696	34,559	35,422	36,317	37,232	38,168	39,125	40,102	41,101	42,120	43,161	44,262	
4	25,563	26,208	26,874	27,539	28,225	28,933	29,661	30,410	31,179	31,949	32,739	33,550	34,382	35,235	36,109	37,003	37,918	38,875	39,853	40,851	
3	23,691	24,274	24,877	25,501	26,146	26,790	27,456	28,142	28,850	29,578	30,326	31,075	31,845	32,635	33,445	34,278	35,131	36,005	36,899	37,814	
2	21,923	22,464	23,026	23,608	24,190	24,794	25,411	26,062	26,707	27,373	28,059	28,766	29,494	30,222	30,971	31,741	32,531	33,342	34,174	35,027	
1	20,301	20,800	21,320	21,861	22,402	22,963	23,546	24,128	24,731	25,355	25,979	26,624	27,290	27,976	28,683	29,390	30,118	30,867	31,637	32,427	
	976	1000	1025	1051	1077	1104	1132	1160	1189	1219	1249	1280	1312	1345	1379	1413	1448	1484	1521	1559	

FY2022
12.50 11/22

Washington County Government
FY 2020 Salary Scale
7/1/2019

GRADE	STEP																				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
0.0%																					
Prior Base	102,190	104,749	107,370	110,053	112,798	115,627	118,518	121,472	124,509	127,629	130,811	134,077	137,426	140,858	144,373	147,992	151,694	155,480	159,370	163,383	
49.13	49.13	50.36	51.62	52.91	54.23	55.59	56.98	58.40	59.86	61.36	62.89	64.46	66.07	67.72	69.41	71.15	72.93	74.75	76.62	78.54	
94,619	96,990	99,424	101,920	104,478	107,099	109,782	112,528	115,336	118,224	121,181	124,218	127,317	130,499	133,766	137,114	140,546	144,061	147,659	151,341	155,111	
45.49	45.49	46.63	47.80	49.00	50.23	51.49	52.78	54.10	55.45	56.84	58.26	59.72	61.21	62.74	64.31	65.92	67.57	69.26	70.99	72.76	
87,589	89,773	92,019	94,328	96,714	99,191	101,666	104,140	106,704	109,366	112,091	114,899	117,770	120,723	123,739	126,838	130,000	133,245	136,573	139,984	143,476	
42.11	42.11	43.16	44.24	45.35	46.48	47.64	48.83	50.05	51.30	52.58	53.89	55.24	56.62	58.04	59.49	60.98	62.50	64.06	65.66	67.30	
81,120	83,158	85,238	87,360	89,544	91,790	94,078	96,429	98,842	101,317	103,854	106,454	109,117	111,842	114,629	117,499	120,432	123,448	126,526	129,688	132,934	
39.00	39.00	39.98	40.98	42.00	43.05	44.13	45.23	46.36	47.52	48.71	49.93	51.18	52.46	53.77	55.11	56.49	57.90	59.35	60.83	62.35	
75,088	76,960	78,894	80,870	82,888	84,968	87,091	89,274	91,499	93,787	96,138	98,550	101,005	103,522	106,101	108,763	111,488	114,275	117,125	120,058	123,076	
36.10	36.10	37.00	37.93	38.88	39.85	40.85	41.87	42.92	43.99	45.09	46.22	47.38	48.56	49.77	51.01	52.29	53.60	54.94	56.31	57.72	
69,534	71,282	73,070	74,901	76,776	78,696	80,661	82,680	84,739	86,861	89,024	91,280	93,638	96,079	98,577	101,124	103,730	106,396	109,124	111,914	114,766	
33.43	33.43	34.27	35.13	36.01	36.91	37.83	38.78	39.75	40.74	41.76	42.80	43.87	44.97	46.09	47.24	48.42	49.63	50.87	52.14	53.44	
64,397	65,998	67,642	69,326	71,053	72,821	74,651	76,523	78,437	80,392	82,410	84,489	86,590	88,754	90,979	93,246	95,576	97,968	100,422	102,939	105,521	
30.96	30.96	31.73	32.52	33.33	34.16	35.01	35.89	36.79	37.71	38.65	39.62	40.61	41.63	42.67	43.74	44.83	45.95	47.10	48.28	49.49	
59,634	59,634	61,131	62,650	64,210	65,811	67,454	69,139	70,866	72,634	74,443	76,294	78,208	80,163	82,170	84,219	86,320	88,483	90,688	92,955	95,284	
28.67	28.67	29.39	30.12	30.87	31.64	32.43	33.24	34.07	34.92	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69	45.81	
55,203	56,576	57,990	59,446	60,923	62,442	64,002	65,603	67,246	68,931	70,658	72,426	74,235	76,086	77,979	79,934	81,931	83,970	86,070	88,213	90,411	
26.54	26.54	27.20	27.88	28.56	29.29	30.02	30.77	31.54	32.33	33.14	33.97	34.82	35.69	36.58	37.49	38.43	39.39	40.37	41.38	42.41	
51,106	51,106	52,374	53,685	55,037	56,410	57,824	59,280	60,757	62,275	63,836	65,437	67,080	68,765	70,491	72,259	74,069	75,920	77,813	79,768	81,765	
24.57	24.57	25.18	25.81	26.46	27.12	27.80	28.50	29.21	29.94	30.69	31.46	32.25	33.06	33.89	34.74	35.61	36.50	37.41	38.35	39.31	
47,341	47,341	48,526	49,733	50,981	52,250	53,560	54,911	56,264	57,678	59,114	60,590	62,109	63,668	65,270	66,893	68,551	70,244	71,973	73,748	75,561	
22.76	22.76	23.33	23.91	24.51	25.12	25.75	26.39	27.05	27.73	28.42	29.13	29.86	30.61	31.38	32.16	32.96	33.78	34.62	35.49	36.38	
43,826	43,826	44,928	46,051	47,195	48,381	49,587	50,835	52,104	53,414	54,746	56,118	57,512	58,947	60,424	61,942	63,482	65,062	66,685	68,349	70,054	
21.07	21.07	21.60	22.14	22.69	23.26	23.84	24.44	25.05	25.68	26.32	26.98	27.65	28.34	29.05	29.78	30.52	31.28	32.06	32.86	33.68	
40,581	40,581	41,600	42,640	43,701	44,803	45,926	47,070	48,256	49,462	60,696	51,958	53,248	54,579	55,952	57,346	58,781	60,268	61,765	63,294	64,876	
19.51	19.51	20.00	20.50	21.01	21.54	22.08	22.63	23.20	23.78	24.37	24.98	25.60	26.24	26.90	27.57	28.26	28.97	29.69	30.43	31.19	
37,565	37,565	38,501	39,458	40,435	41,454	42,494	43,565	44,637	45,760	46,904	48,069	49,275	50,502	51,771	53,061	54,392	55,744	57,138	58,573	60,029	
18.06	18.06	18.51	18.97	19.44	19.93	20.43	20.94	21.46	22.00	22.55	23.11	23.69	24.28	24.89	25.51	26.15	26.80	27.47	28.16	28.86	
34,798	34,798	35,672	36,565	37,482	38,418	39,374	40,352	41,371	42,411	43,472	44,554	45,677	46,821	47,986	49,192	50,419	51,688	52,978	54,309	55,681	
16.73	16.73	17.15	17.58	18.02	18.47	18.93	19.40	19.89	20.39	20.90	21.42	21.96	22.51	23.07	23.65	24.24	24.85	25.47	26.11	26.76	
32,219	32,219	33,030	33,862	34,715	35,589	36,483	37,398	38,334	39,291	40,269	41,267	42,307	43,368	44,450	45,552	46,694	47,861	49,067	50,294	51,542	
15.49	15.49	15.88	16.28	16.69	17.11	17.54	17.98	18.43	18.89	19.36	19.84	20.34	20.85	21.37	21.90	22.45	23.01	23.59	24.18	24.78	
29,827	29,827	30,576	31,346	32,136	32,947	33,779	34,632	35,506	36,400	37,315	38,251	39,208	40,186	41,184	42,224	43,285	44,366	45,469	46,613	47,778	
14.34	14.34	14.70	15.07	15.45	15.84	16.24	16.65	17.07	17.50	17.94	18.39	18.85	19.32	19.80	20.30	20.81	21.33	21.86	22.41	22.97	
27,622	27,622	28,309	29,016	29,744	30,493	31,262	32,053	32,864	33,696	34,549	35,422	36,317	37,232	38,168	39,126	40,102	41,101	42,121	43,181	44,262	
13.28	13.28	13.61	13.95	14.30	14.66	15.03	15.41	15.80	16.20	16.61	17.03	17.46	17.90	18.35	18.81	19.28	19.76	20.25	20.76	21.28	
25,563	25,563	26,208	26,874	27,539	28,226	28,933	29,661	30,410	31,179	31,948	32,739	33,550	34,382	35,235	36,109	37,003	37,918	38,875	39,853	40,851	
12.29	12.29	12.60	12.92	13.24	13.57	13.91	14.26	14.62	14.99	15.36	15.74	16.13	16.53	16.94	17.36	17.79	18.23	18.69	19.16	19.64	
23,631	23,631	24,248	24,885	25,542	26,214	26,901	27,614	28,352	29,114	29,891	30,684	31,493	32,318	33,159	34,016	34,889	35,778	36,693	37,634	38,591	
11.39	11.39	11.68	11.98	12.29	12.57	12.88	13.20	13.53	13.87	14.22	14.58	14.94	15.31	15.69	16.08	16.48	16.89	17.31	17.74	18.18	
21,923	21,923	22,511	23,119	23,747	24,394	25,061	25,748	26,456	27,184	27,931	28,698	29,485	30,292	31,119	31,966	32,834	33,722	34,631	35,561	36,521	
10.64	10.64	10.91	11.19	11.48	11.77	12.07	12.38	12.69	13.01	13.34	13.68	14.03	14.38	14.74	15.10	15.47	15.84	16.23	16.63	17.04	
20,301	20,301	20,867	21,453	22,059	22,686	23,334	23,993	24,663	25,354	26,066	26,799	27,553	28,328	29,124	29,941	30,779	31,638	32,519	33,422	34,347	
9.76	9.76	9.99	10.23	10.48	10.74	11.00	11.27	11.54	11.82	12.10	12.39	12.68	12.98	13.28	13.59	13.90	14.22	14.54	14.87	15.21	

Washington County Government
FY 2020 Salary Scale
7/1/2019

Py2025
8/15 11/25

GRADE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
0.0%																				
	Prior Base	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%	+2.5%
22	102,190	104,749	107,370	110,053	112,798	115,627	118,518	121,472	124,509	127,629	130,811	134,077	137,426	140,858	144,373	147,992	151,694	155,480	159,370	163,363
	49.13	50.36	51.62	52.91	54.23	55.59	56.98	58.40	59.86	61.36	62.89	64.46	66.07	67.72	69.41	71.15	72.93	74.75	76.62	78.54
21	94,619	96,990	99,424	101,920	104,478	107,099	109,782	112,528	115,335	118,227	121,181	124,218	127,317	130,499	133,766	137,114	140,546	144,061	147,659	151,341
	45.49	46.63	47.80	49.00	50.23	51.49	52.78	54.10	55.45	56.84	58.26	59.72	61.21	62.74	64.31	65.92	67.57	69.26	70.99	72.76
20	87,589	89,773	92,019	94,328	96,678	99,091	101,566	104,104	106,704	109,366	112,091	114,899	117,720	120,723	123,739	126,838	130,000	133,246	136,574	139,984
	42.11	43.16	44.24	45.35	46.48	47.64	48.83	50.05	51.30	52.58	53.89	55.24	56.62	58.04	59.49	60.98	62.50	64.06	65.66	67.30
19	81,120	83,188	85,238	87,360	89,544	91,790	94,078	96,429	98,842	101,317	103,854	106,454	109,117	111,842	114,629	117,499	120,432	123,448	126,526	129,668
	39.00	39.98	40.98	42.00	43.05	44.13	45.23	46.36	47.52	48.71	49.93	51.18	52.46	53.77	55.11	56.49	57.90	59.35	60.83	62.35
18	75,088	76,988	78,994	80,870	82,888	84,968	87,020	89,274	91,499	93,787	96,138	98,550	101,005	103,522	106,101	108,763	111,488	114,275	117,125	120,058
	36.10	37.00	37.93	38.88	39.85	40.85	41.87	42.92	43.99	45.09	46.22	47.38	48.56	49.77	51.01	52.29	53.60	54.94	56.31	57.72
17	69,534	71,282	73,070	74,901	76,773	78,686	80,662	82,680	84,739	86,818	88,924	91,260	93,669	96,367	99,274	102,320	105,810	109,846	114,441	118,656
	33.43	34.27	35.13	36.01	36.91	37.83	38.78	39.75	40.74	41.76	42.80	43.87	44.97	46.09	47.24	48.42	49.63	50.87	52.14	53.44
16	64,397	65,998	67,642	69,326	71,053	72,821	74,651	76,523	78,437	80,332	82,410	84,469	86,590	88,754	90,979	93,246	95,576	97,968	100,422	102,939
	30.96	31.73	32.52	33.33	34.16	35.01	35.89	36.79	37.71	38.65	39.62	40.61	41.63	42.67	43.74	44.83	45.95	47.10	48.28	49.49
15	59,634	61,131	62,650	64,210	65,811	67,454	69,139	70,866	72,634	74,443	76,294	78,208	80,163	82,160	84,219	86,320	88,483	90,688	92,955	95,284
	28.67	29.39	30.12	30.87	31.64	32.43	33.24	34.07	34.92	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69	45.81
14	55,203	56,576	57,990	59,446	60,923	62,442	64,002	65,603	67,246	68,931	70,658	72,426	74,235	76,086	77,979	79,934	81,931	83,970	86,070	88,213
	26.54	27.20	27.88	28.58	29.29	30.02	30.77	31.54	32.33	33.14	33.97	34.82	35.69	36.58	37.49	38.43	39.39	40.37	41.38	42.41
13	51,106	52,374	53,685	55,037	56,410	57,824	59,280	60,757	62,275	63,835	65,437	67,080	68,765	70,491	72,259	74,069	75,920	77,813	79,768	81,765
	24.57	25.18	25.81	26.46	27.12	27.80	28.50	29.21	29.94	30.69	31.46	32.25	33.05	33.89	34.74	35.61	36.50	37.41	38.35	39.31
12	47,341	48,526	49,733	50,981	52,250	53,560	54,911	56,264	57,678	59,114	60,590	62,109	63,669	65,270	66,893	68,557	70,262	72,010	73,819	75,670
	22.76	23.33	23.91	24.51	25.12	25.75	26.39	27.05	27.73	28.42	29.13	29.86	30.61	31.38	32.16	32.96	33.78	34.62	35.49	36.38
11	43,826	44,928	46,051	47,195	48,361	49,587	50,835	52,104	53,414	54,746	56,118	57,512	58,947	60,424	61,942	63,482	65,062	66,685	68,349	70,054
	21.07	21.60	22.14	22.69	23.26	23.84	24.44	25.05	25.68	26.32	26.98	27.65	28.34	29.05	29.78	30.52	31.28	32.06	32.86	33.68
10	40,581	40,581	41,600	42,640	43,701	44,803	45,926	47,070	48,266	49,462	50,690	51,958	53,248	54,579	55,952	57,366	58,819	60,312	61,844	63,416
	19.51	19.51	20.00	21.01	21.54	22.08	22.63	23.20	23.78	24.37	24.98	25.60	26.24	26.90	27.57	28.26	28.97	29.69	30.43	31.19
9	37,565	37,565	38,501	39,458	40,435	41,464	42,494	43,556	44,637	45,760	46,904	48,069	49,275	50,502	51,771	53,061	54,392	55,744	57,138	58,561
	18.06	18.06	18.51	18.97	19.44	19.93	20.43	20.94	21.46	22.00	22.55	23.11	23.68	24.28	24.89	25.51	26.15	26.80	27.47	28.16
8	34,798	34,798	35,672	36,566	37,482	38,418	39,374	40,352	41,371	42,411	43,472	44,554	45,677	46,821	47,985	49,192	50,419	51,688	52,978	54,309
	16.73	16.73	17.15	17.58	18.02	18.47	18.93	19.40	19.89	20.39	20.90	21.42	21.96	22.51	23.07	23.65	24.24	24.85	25.47	26.11
7	32,219	32,219	33,030	33,862	34,715	35,589	36,483	37,398	38,334	39,291	40,269	41,267	42,307	43,368	44,450	45,552	46,696	47,861	49,067	50,294
	15.49	15.49	15.88	16.28	16.69	17.11	17.54	17.98	18.43	18.89	19.36	19.84	20.34	20.85	21.37	21.90	22.45	23.01	23.59	24.18
6	29,827	29,827	31,346	32,136	32,947	33,779	34,632	35,506	36,400	37,315	38,251	39,208	40,186	41,184	42,224	43,285	44,366	45,469	46,513	47,778
	14.34	14.34	15.07	15.45	15.84	16.24	16.65	17.07	17.50	17.94	18.39	18.85	19.32	19.80	20.30	20.81	21.33	21.86	22.41	22.97
5	27,622	27,622	28,716	29,756	30,821	31,922	32,053	32,864	33,696	34,549	35,422	36,317	37,232	38,168	39,125	40,102	41,101	42,120	43,181	44,262
	13.26	13.26	13.67	14.08	14.50	14.93	15.36	15.80	16.20	16.61	17.03	17.46	17.90	18.35	18.81	19.28	19.76	20.25	20.76	21.28
4	25,563	25,563	26,700	27,829	28,950	29,990	30,990	31,990	32,990	33,990	34,990	35,990	36,990	37,990	38,990	39,990	40,990	41,990	42,990	43,990
	12.29	12.29	12.71	13.13	13.56	14.00	14.44	14.89	15.34	15.79	16.24	16.69	17.15	17.61	18.08	18.54	19.01	19.48	19.96	20.44
3	23,691	23,691	24,941	26,191	27,441	28,691	29,941	31,191	32,441	33,691	34,941	36,191	37,441	38,691	39,941	41,191	42,441	43,691	44,941	46,191
	11.35	11.35	11.78	12.21	12.64	13.08	13.52	13.97	14.42	14.87	15.32	15.78	16.24	16.70	17.16	17.62	18.08	18.54	19.01	19.48
2	21,923	21,923	23,273	24,623	25,973	27,323	28,673	29,973	31,273	32,573	33,873	35,173	36,473	37,773	39,073	40,373	41,673	42,973	44,273	45,573
	10.54	10.54	10.98	11.42	11.86	12.31	12.75	13.20	13.65	14.10	14.55	15.00	15.45	15.90	16.35	16.80	17.25	17.70	18.15	18.60
1	20,301	20,301	21,751	23,201	24,651	26,101	27,551	29,001	30,451	31,901	33,351	34,801	36,251	37,701	39,151	40,601	42,051	43,501	44,951	46,401
	9.76	9.76	10.21	10.66	11.11	11.56	12.01	12.46	12.91	13.36	13.81	14.26	14.71	15.16	15.61	16.06	16.51	16.96	17.41	17.86