



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

June 25, 2019

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 8:01 a.m. at 100 West Washington Street, Room 1113, Hagerstown, Maryland, with the following members present: Vice-President Terry L. Baker, Commissioners Wayne K. Keefer, Cort F. Meinelschmidt, and Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the minutes of June 11, 2019. The motion passed unanimously.

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to convene in closed session at 8:02 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; and to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State, and to consult with counsel to obtain legal advice on a legal matter, in accordance with Sections 3-305(b)(1), (4), 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 of specific individuals to boards over which the Commissioners have appointing authority and the filling of certain personnel vacancies with specific individuals. The Commissioners also discussed the potential for business entities to locate in the State and County; and consulted with counsel regarding a contractual matter and an ordinance enforcement matter. The Commissioners provided direction to staff concerning each of these matters.

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 Robert J. Slocum, County Administrator; Krista L. Hart, County Clerk; Kirk C. Downey, County Attorney; Kendall McPeak, Deputy County Attorney, and at various times Deborah Condo, Deputy Director of Human Resources; Eric Seifarth, Planning and Zoning; Ashley Holloway, Director of Plan Review and Permitting; and Susan Small, Director of Business Development.

RECONVENE IN OPEN SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to reconvene in open session at 9:36 a.m. The motion passed 4-0, Commissioner Keefer was absent).

The Commissioners recessed at 9:36 a.m. and returned to the meeting at 10:02 a.m.

COMMISSIONERS' REPORTS AND COMMENTS

Vice-President Baker shared that Governor Hogan extended holiday leave through July 5th and he would like to know the fiscal impact that would cause on the County should the Board do the same.

Commissioner Keefer discussed lighting improvement project under airport runway and expressed his gratitude for a job well done with County staff.

Commissioner Wagner discussed several functions he attended over the past two (2) weeks. Additionally, he shared his disappointment towards City Council for tabling a decision to fund 911 Dispatchers. (\$405K for first line of dispatchers)

Commissioner Meinelschmidt wished Commissioner Wagner a belated Happy Birthday. He also discussed several events he attended. He discussed a free app developed by NACo called TestIT, which provides upload and download accuracies within WIFI services, then reports the information back to NACO to ensure compliance with FCC, this information will assist with federal funding. He also reported that during a MACo meeting, he was able to include an agenda item for Medicaid reimbursement rates for ambulances.

President Cline made note of several events he attended in support of Washington County. Additionally, he congratulated staff of DM Bowman Group for all they do for Washington County.

REPORTS FROM COUNTY STAFF

Division of Plan Review and Permitting

Ashley Holloway, Director, recognized Permit Technicians Chrysta Hays, Kathryn Rathvon, and Heather Capezuto for receiving their International Code Council Permit Technician Certification. Mr. Holloway also thanked Chief of Permitting Becky Gander for her services. Each was given a certificate of achievement from the Commissioners.

Highway Department

Zane Rowe, Director, requested approval to utilize a State of Maryland Contract (No. 492D61421) in the amount of \$86,282.83 for line striping with Alpha Space Control Inc.

Commissioner Wagner, seconded by Commissioner Baker, moved to approve the utilization of State contract (492D61421), \$86,282.83 with Alpha Space. The motion passed unanimously.

Department of Business Development

Susan Small, Director, introduced Jonathan Horowitz, Business Leader, who started employment with her department yesterday. The Board welcomed Mr. Horowitz and wished him luck in his new endeavor.

Public Relations

Brittany Higgins, Public Relations Coordinator, introduced staff from High Rock Studios, who recently won a Regional Emmy Award for their video titled Hagerstown Unite, Own It. They thanked the Board for their support in the project.

County Administrator

Rob Slocum discussed the School Safety Task Force and a plan of action for the group. Additionally, he discussed the status of the Fire and EMS staffing plan.

County Clerk – Appointment / Reappointment to Boards and Commissions:

Washington County Agricultural Reconciliation Board

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to appoint Ed Hayes to serve a first, five (5) year term from July 1, 2019, through June 30, 2024. This is NOT a paid board. The motion passed unanimously.

Washington County Board of Zoning Appeals

Commissioner Keefer, seconded by Commissioner Baker, moved to re-appoint Tracie Felker to serve a first, three (3) year term from July 1, 2019, through June 30, 2022, as an alternate member. This is a paid board. The motion passed unanimously.

CONTRACT AWARD (PUR1425) STOP LOSS INSURANCE COVERAGE

Rick Curry, Director, Purchasing Department; Deborah Condo, Deputy Director, Human Resources; and Steve Dillman and Liz Logsdon with CBIZ Benefits and Insurance, Inc., recommended award of the contract for Stop Loss Insurance (PUR1425) to the responsive, responsible firm of Sun Life Financial of Wellesley Hills, Massachusetts, with the lowest price with no special terms for high claimants for a total annual premium of \$1,039,716 with specific stop loss at \$175,000 per claimant.

Commissioner Baker, seconded by Commissioner Meinelschmidt, moved to award contract PUR1425 to Sun Life Financial, in the amount of \$1,039,716 as presented. The motion passed unanimously.

CITIZENS' PARTICIPATION

James Ulrich, 55 Byron Drive, Smithsburg, Maryland, discussed EMS staff and Williamsport funding. Mr. Ulrich requested an investigation into the use of Williamsport taxpayer funds in accordance with the EMS staffing agreement, to include retirement and compensation benefits.

CONTRACT AWARD (PUR1429) ACCOUNTING AND REVIEW SERVICES

Sara Greaves, CFO; Dave Hays, Director of Emergency Services; and Mr. Curry recommended award of the contract for Accounting and Review (Fire and Rescue) Services to the responsive, responsible firm of Smith Elliott Kearns, LLC, of Hagerstown, Maryland, with the lowest 5-year proposal value of \$446,400 and the professional fees for each supplemental service if required, as follows:

Partners	\$300.00	Managers	\$175.00
Supervisory Staff	\$150.00	Staff	\$125.00
Other Administrative	\$ 90.00		

The initial term of the contract is anticipated to be for a 1-year period, tentatively commencing on July 1, 2019, and ending June 30, 2020, with an option by the County to renew for up to four (4) consecutive 1-year periods, based on the annual lump sum fees proposed by the successful firm. Funds in the amount of \$100,000 are budgeted in account 515000 10 93130 for cost of the services.

The Commissioners discussed options for an audit if found to be necessary.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to award contract PUR1429 to Smith Elliott Kearns, LLC, in the amount of \$446,400 as presented. The motion passed unanimously.

2019 HOUSING BOND ALLOCATION TRANSFER

Jill Baker, Deputy Director of Planning and Zoning, requested approval to transfer the Washington County's 2018 Housing Bond Allocation in the amount of \$5,347,125 to the Community Development Administration (CDA) for use in issuing housing bonds on behalf of Washington County.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the transfer in the amount of \$5,347,125 to the CDA as presented. The motion passed unanimously.

CONTRACT AWARD (PUR1426) GROUNDS MAINTENANCE FOR VARIOUS COUNTY DEPARTMENTS

Brandi Naugle, Buyer, Purchasing, and John Easterday, Superintendent, Black Rock Golf Course, recommended bid awards for Grounds Maintenance Chemicals for Various County Departments (PUR1426) to the responsible companies with the lowest responsive bids that met the specifications for each chemical item. The contract provides the needed chemicals for the Black Rock Golf Course, Highway Department, and Department of Water Quality. The City of Hagerstown may also use the contract. The contract term is for one year tentatively commencing July 1, 2019, and ending June 30, 2020. The Commissioners drew lots to award the procurement in the case of tie bids for Items No. 28, 31, and 32, pursuant to Section 2.9 of the Washington County Purchasing Policy.

#	Vendor	Unit	FY20\$	#	Vendor	Unit	FY20\$
1	Helena Chemical Company	Gallon	\$494.00	18	Genesis Turfgrass, Inc.	Gallon	\$100.40
2	SiteOne Landscape Supply	Gallon	\$ 44.55	19	Helena Chemical Company	Gallon	\$138.10
3	Helena Chemical Company	Gallon	\$ 49.75	20	Helena Chemical Company	Case	\$695.50
4	Helena Chemical Company	Gallon	\$293.00	21	Helena Chemical Company	Gallon	\$ 12.00
5	Helena Chemical Company	Gallon	\$110.00	22	Helena Chemical Company	Gallon	\$336.00
6	Genesis Turfgrass, Inc.	Gallon	\$ 43.20	23	Helena Chemical Company	Gallon	\$ 51.00
7	Genesis Turfgrass, Inc.	Pound	\$ 13.27	24	SiteOne Landscape Supply	Gallon	\$ 24.46
8	Genesis Turfgrass, Inc.	Gallon	\$ 41.44	25	Helena Chemical Company	Gallon	\$139.00
9	Helena Chemical Company	Gallon	\$ 41.00	26	Genesis Turfgrass, Inc.	Gallon	\$ 17.20
10	Helena Chemical Company	Gallon	\$ 42.00	27	SiteOne Landscape Supply	Gallon	\$546.00
11	Helena Chemical Company	Pound	\$ 63.75	28	SiteOne Landscape Supply	Gallon	\$580.00
12	Genesis Turfgrass, Inc.	Pound	\$ 7.13	29	Genesis Turfgrass, Inc.	Gallon	\$374.94
13	Helena Chemical Company	Gallon	\$426.00	30	Helena Chemical Company	Gallon	\$110.00
14	Helena Chemical Company	Gallon	\$ 49.75	31	SiteOne Landscape Supply	Pounds	\$ 30.00
15	Genesis Turfgrass, Inc.	Case	\$337.00	32	Genesis Turfgrass, Inc.	Gallon	\$143.00
16	Helena Chemical Company	Gallon	\$ 50.85	33	Helena Chemical Company	Gallon	\$ 3.75
17	Helena Chemical Company	Gallon	\$ 55.00				

Commissioner Keefer, seconded by Commissioner Wagner, moved to award the various contracts for Grounds Maintenance for Various County Departments (PUR1426) as presented. The motion passed unanimously.

PROPOSED PILOT AGREEMENT FOR HOSTETTER SOLAR ONE, LLC

Andrew Wilkinson, Esquire; Jack Copus, SGC Power; and Laura York, Nautilus Solar Energy, LLC, requested authorization to accept the proposal for the PILOT Agreement per Md. Code, Tax-Property §7-514(c)(1), with Hostetter Solar One, LLC, at 20927 Leitersburg Pike, Hagerstown, Maryland, at a proposed annual payment of \$6,500 per megawatt (MW) of installed capacity. The PILOT would begin the first year the project breaks ground and continue for a thirty (30) year term.

Commissioner Keefer shared that he supports the solar projects; however, he does not support the PILOT.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the proposal for the PILOT Agreement with Hostetter Solar One, LLC, with the annual payment of \$6,500 per megawatt as presented for a period of 25 years. The motion passed 3-2 (Commissioners Baker and Keefer voted “NAY”).

PROPOSED PILOT AGREEMENT FOR PITTMAN SOLAR ONE, LLC

Mr. Wilkinson, Esquire; Mr. Copus, and Ms. York, also requested authorization to accept the proposal for the PILOT Agreement per Md. Code, Tax-Property §7-514(c)(1), with Pittman Solar One, LLC, at 7900 Millstone Road, Hancock, Maryland, at a proposed annual payment of \$6,500 per megawatt (MW) of installed capacity. The PILOT would begin the first year the project breaks ground and continue for a thirty (30) year term.

Commissioner Keefer shared that he supports the solar projects; however, he does not support the PILOT.

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to approve the proposal for the PILOT Agreement with Pittman Solar One, LLC, with the annual payment of \$6,500 per megawatt as presented. The motion passed 3-2 (Commissioners Baker and Keefer voted “NAY”).

Commissioner Baker left the meeting at 11:38 a.m. and returned at 11:43 a.m.

County Administrator Slocum reminded staff and the Board of the grand reopening of the Garretts Mill Road Bridge at 3:30 p.m.

The Commissioners discussed providing an extended leave over the 4th of July holiday, to include July 5, 2019.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the additional holiday of July 5, 2019. The motion passed unanimously.

COUNTY ADMINISTRATOR FISCAL YEAR 2020 GOALS AND FISCAL YEAR 2019 ACCOMPLISHMENTS

Rob Slocum, County Administrator, recommended approval of the fiscal year (FY) 2020 Goals for the County Administrator and the Board of County Commissioners. Additionally, Mr. Slocum recognized County staff for their work accomplished in FY19.

Commissioner Wagner would like to ensure that a Student Day with the Board of Education occurs. Commissioner Meinelschmidt asked that Washington County and the City of Hagerstown come together and work together on certain goals. Commissioner Keefer asked that the Ad Hoc Ethics Review Committee be added to the Commissioner Goals.

Commissioner Wagner, seconded by Commissioner Meinelschmidt, moved to approve the FY20 Goals as presented. The motion passed unanimously.

CONVENE IN CLOSED SESSION

Commissioner Meinelschmidt, seconded by Commissioner Baker, moved to reconvene in closed session at 12:01 p.m. to consult with counsel to obtain legal advice on a legal matter in accordance with Section 3-305(b) (7) of the General Provisions Article of the Annotated Code of Maryland. The motion passed unanimously.

In closed session, the Commissioners discussed the matter and received legal advice from counsel. The Commissioners also provided direction to staff concerning this 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 Robert J. Slocum, County Administrator; Krista L. Hart, County Clerk; Kirk C. Downey, County Attorney; and Kendall McPeak, Deputy County Attorney.

RECONVENE IN OPEN SESSION

Commissioner Meinelschmidt, seconded by Commissioner Wagner, moved to reconvene in open session at 12:22 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Baker, seconded by Commissioner Wagner, moved to adjourn at 12:23 p.m. The motion passed unanimously.

Following adjournment, the Commissioners were invited to attend a tour of the YMCA of Hagerstown at 1:00 p.m. and a ribbon cutting ceremony for the reopening of Garretts Mill Road Bridge at 3:30 p.m.



Krista L. Hart, County Clerk

