October 7, 2008
Hagerstown, Maryland

At 9:00 a.m. the Commissioners attended the dedication ceremony and tour of the new Pangborn Elementary School.

The regular meeting of the Board of County Commissioners of Washington County, Maryland was called to order at 10:35 a.m. by President John F. Barr with the following members present: Vice President Terry L. Baker and Commissioners Kristin B. Aleshire and William J. Wivell. (Commissioner Kercheval was absent from the meeting.)

INVOCATION AND PLEDGE OF ALLEGIANCE
The Invocation was delivered by Commissioner Barr, followed by the Pledge of Allegiance to the Flag by the full assemblage.

APPROVAL OF MINUTES – SEPTEMBER 30, 2008
Motion made by Commissioner Aleshire, seconded by Baker, to approve the minutes of September 30, 2008. Unanimously approved.

CITIZENS’ PARTICIPATION
Jerry Ditto expressed concerns about the priority preservation areas being proposed. He stated that he is not in favor of the designation and feels that it opens the door for additional regulations. Mr. Ditto indicated that he understands it is a State mandate and suggested that those on the list should go directly to the top of list for that year’s funding.

DISABILITIES AWARENESS MONTH PROCLAMATION
Commissioner Barr presented a proclamation to Peggy Martin, Chair of the Disabilities Advisory Committee and other representatives from the Committee, designating the month of October 2008 as Disabilities Awareness Month in Washington County. Ms. Martin thanked the Commissioners for their support and noted the activities scheduled throughout the month to promote disabilities awareness in the community. She thanked the County Commissioners for their continued support and reminded them that the disability forum on health care is scheduled for tomorrow.

COMMISSIONERS’ REPORTS AND COMMENTS
Commissioner Baker reported on meetings of the Planning Commission and Recreation and Parks Advisory Board. He
informed the Commissioners of the new rates for pavilion rental and stated that the aquatics program would be re-established at the Oak Ridge Apartments swimming pool.

Commissioner Wivell had questions on the Allegheny Energy PATH project and asked if the Commissioners should take a position regarding the project. Greg Murray, County Administrator, stated that he would obtain maps on the proposed routes and schedule time on the Commissioners’ agenda for discussion.

Commissioner Aleshire informed the Commissioners that he attended the Harvest Hoedown in Williamsport, meetings of the volunteer fire companies at Mt. Aetna, Smithsburg and the South End. In response to recent comments made, he stated that the voters rightfully made the decision regarding the implementation of Charter Home Rule. Commissioner Aleshire indicated that the Hagerstown City Council would be discussing the Doub property annexation request at its meeting tonight. He stated that he received a call from an individual regarding regulations for placement of a mailbox. The County Attorney’s Office was directed to look into whether the United States Postal Service regulates this issue.

Commissioner Aleshire stated that he talked to Deane Joyce regarding his property and the Washington County Weed Ordinance. Mr. Joyce is requesting an extension of two weeks to allow him to harvest the seed from the natural grasses on the property before it is mowed. After discussion, it was the consensus of the Commissioners to approve a maximum 30-day extension. Commissioner Wivell stated that he toured the property and feels that the Weed Control Ordinance should be revisited to consider separate regulations for rural areas. He encouraged the Commissioners to visit the property before it is mowed.
Commissioner Barr informed the Commissioners that he attended the following events: the 60th anniversary celebration of Girl’s Inc., Mid-Atlantic Goodwill Industries Conference, Gala in the Stacks fundraiser for the Washington County Free Library, Hagerstown Aviation Museum Dinner Dance, Airport Fly-in, Taste of the Town, Senior Forum, and Chamber of Commerce Executive Board meeting. He also reported on the State Highway Administration’s Annual Transportation Tour meeting and the PenMar Development Corporation Board meeting.

**COUNTY ATTORNEY ISSUES**

Andrew Wilkinson, Assistant County Attorney, stated that the County has entered into an agreement with PNC Bank for the bank to act as trustee for the County’s retiree health plan. He stated that PNC Bank has requested the Commissioners adopt a resolution approving this action. The Commissioners requested additional information from County staff prior to approving the resolution.

Kirk Downey, Assistant County Attorney, distributed copies of the proposed decision for rezoning case RZ-07-008 as submitted by Bowman 2000, LLC to rezone 17.42 acres of land located at the southwest corner of Mack Truck Road and Precision Place from IR-Industrial Restricted to HI-1 Highway Interchange I.

Motion made by Commissioner Aleshire, seconded by Wivell, to approve rezoning case RZ-07-008 from IR - Industrial Restricted to HI-1 Highway Interchange 1 and to adopt the Findings of Fact as set forth in the report of the County Attorney. Unanimously approved. (Ordinance ORD-08-07 which includes the adopted Findings of Fact for RZ-07-008 as referenced above is attached).
EMPLOYEE RECOGNITIONS
Commissioner Barr presented a Certificate of Merit to Davina Yutzy in recognition of her achievement of receiving the 2008 Laboratory Analyst of the Year Award from the Chesapeake Water Environmental Association. The Commissioners commended her for her performance, professionalism, and contribution to the profession.

Laura Reamy, Office Associate for the Gaming Office, was presented a Certificate of Merit in recognition of her efforts and initiative in developing a new Excel data base system for auditing and reconciliation of tip jar proceeds in the Gaming Office to help protect the integrity of the system.

REPORTS FROM COUNTY STAFF
Dee Hawbaker, Human Resources Administrator, requested permission to advertise to fill an Assistant Assignment Clerk/Jury Coordinator position in the Circuit Court (Grade 9).

Motion made by Commissioner Aleshire, seconded by Baker, to approve the request to advertise to fill an Assistant Assignment Clerk/Jury Coordinator position in the Circuit Court (Grade 9). Unanimously approved.

Gary Rohrer, Director of Special Projects, reported on the status of the Interstate 81 Corridor Coalition and informed the Commissioners that he would be attending a conference next week with representatives of the other states that are involved.

PRESENTATION – CONVERTING METHANE GAS TO POWER
Albert Grimes, President of Curtis Engine and Equipment, Inc., appeared before the Commissioners to provide a presentation regarding how the company works with local governments to capture methane gas from landfill facilities and convert the gas into power. He provided information on the company and diagrams regarding the process.

Mr. Grimes stated that his company would perform a preliminary assessment and provide a project proposal. He indicated that Curtis Engine provides a turnkey operation and can share in the revenue and tax credit benefits
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with no economic impact to the County. Mr. Grimes noted that his company has worked on similar projects with both Prince George’s and Worchester Counties in Maryland and provided information on the success of those projects. The meeting was opened for questions. It was the consensus of the Commissioners to begin due diligence on such a project and to schedule a tour of the facility located in Prince George’s County.

RECESS – LUNCH
The Commissioners recessed at 12:08 p.m. for lunch.

AFTERNOON SESSION
The afternoon session was called to order at 1:20 p.m. by President John F. Barr with the following members present: Vice President Terry L. Baker, and Commissioners Kristin B. Aleshire and William J. Wivell.

UPDATE OF COUNTY 2008 GOALS
County Department Heads and Division Directors reviewed the status of the following 2008 division/department goals:

Administrative:
- develop and/or finalize comprehensive policies for interaction with Municipal governments that address issues for development adjacent to municipal boundaries, including issues specific to the City of Hagerstown’s Annexation Policy.
- review current assets and future needs to adopt a long-term plan with regards to space requirements given the various departmental and outside agency locations and functions, and in accordance with a comprehensive strategy for efficient location of services.
- evaluate the potential for a Countywide COG to include collective affected interests of municipal governments and agency issues such as planning and environmental initiatives. Poll each municipality to determine overall interest.

Planning:
- complete ’07 goals of Urban Growth Area rezoning recommendations and Water and Sewer Plan updates.
• update the Subdivision Ordinance to reflect open space requirements, environmental initiatives, etc.
• update Comprehensive Plan to comply with requirement of update in 2008.
• prepare required components of the Water Resources Element of HB 1141 in conjunction with Municipal planning initiatives and the Division of Environmental Management.

Permits:
• implement review committee recommendations.

Gaming:
• develop an annual standard of review and accountability of all FR gaming activities.
• participate in development of Statewide process for gaming activities that does not adversely affect local control of funding.

Public Works:
• develop a long-range transportation plan identifying County needs for new or upgraded infrastructure required to support long-term growth management, and in cooperation with other local government initiatives.
• develop a stormwater management policy that addresses acceptance, long-term maintenance, and potential funding sources (i.e. special taxing districts).

Engineering:
• complete update of all specifications and standard details used in construction, and capital and developmental processes including the subdivision process.
• develop a system to track all operations in the Engineering Department (master paper trail system) including a checklist of project meetings that occur, memos, etc.
• develop SWM program outlining upcoming regulatory changes based on TMDL.

Transit:
• evaluate proper location of bus transfer points throughout the County for efficiency of operations and customer use.
• update the route feasibility analysis to include a survey of ridership needs in rural sections of south County.
• implement a bus shelter program for appropriate locations. Secure grant funding for purchase of grant shelters – tie in with bus transfer points.
• develop a ride-guide to facilitate public awareness of transportation services.

Building, Grounds, and Parks:
• develop a countywide parks and recreation needs assessment plan – ties to Rec. goal.
• develop a consistent maintenance and operation policy for library branch facilities. Each municipality unique
• evaluate concept of an “annual pass” program for Black Rock Golf Course. This could include County/City employee discounts, hours of allowed play, etc. and is intended to increase usage and profitability of the facility.

Recreation:
• develop a countywide parks and recreation needs assessment plan. Include an evaluation for County-wide needs at long-term buildout.
• develop a comprehensive strategy to expand school-oriented recreation programs through joint-use agreements with HCC and BOE for use of their facilities. Possibly tie agreements into funding requests.
• develop joint recreational programs with/for municipalities and other organizations. Outlined events and programs being planned.

Airport:
• plan for integration of the airport security data system with the Sheriff's office. Carolyn developed long-term and short-term goals.
• conduct a demand analysis to ensure adequate infrastructure is available for future expansion of the airport’s northwest business quadrant.

Environmental Management:
• form a Local Implementation Team to develop a local basin level Tributaries Strategy Plan.

Solid Waste:
• develop a comprehensive approach toward recycling and reduction of solid waste to ensure efficient waste removal and extend the lifetime of the solid waste site. Options may include waste to energy options and waste classification systems.
• review possible franchising of solid waste/recycling services countywide.
• evaluate possibilities for methane extraction and use.
• implement testing of unmanned site access for transfer stations/recycling sites using wireless technologies for security.

Water Quality:
• tie County Capacity Management Plan into Planning Department goals for 2008 to facilitate new Comprehensive Plan and HB 1141.
• prepare water/sewer component of comprehensive plan in conjunction with the Planning Department to meet HB 1141 requirements.
• support Planning in completing the Water and Sewer Master Plan update.
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Budget and Finance:
- explore a bi-annual budget process with alternating years for CIP and operating budgets.

Purchasing
- develop an electronic bid notification process/electronic marketplace concept.

EDC
- develop a refined policy that allows new developments to proceed through the EDC process in an expedient manner.
- develop an action plan/facilitate involvement of EDC in key economic development areas including the Airport, Ft. Ritchie, and the Allegheny Energy Technology Park.

Fire and Emergency Services
- complete central operations for DFES and PSAP program as envisioned.
- analyze training options for all Fire & Rescue services.
- evaluate opportunities by station/service area to determine what changes are necessary to capture maximum efficiencies for emergency response operations including needed funding levels.

Sheriff’s Department
- complete Sheriff’s Department accreditation program.
- evaluate proper locations for efficient police services throughout the county (substations).
- evaluate implementation of community deputy program for municipalities.

Human Resources:
- develop a formal safety/risk departmental management program.

Information Technology:
- evaluate set-up and function of expansion to GIS data management needs.
Community Partnership
- review and update local bylaws for WCCP Board.
- develop a comprehensive strategy to reduce teen pregnancy by a measurable goal.

Commission on Aging:
- evaluate the need and location for development of an active adult senior center.

Commissioner Aleshire stated that he would summarize his comments and forward to the department heads. He asked that the Permits & Inspections Department work with the City of Hagerstown to ensure that code compliance is consistent between local governments. Commissioner Aleshire requested that construction of tot lots be included in housing developments. He asked that the County begin the change over to hybrid vehicles. He also had comments regarding a proposed fire tax, evaluation of future school sites and addressing the Board of Education’s backlog of maintenance projects, and discussions regarding consolidation with the City of Hagerstown.

PRESENTATION ON RENEWABLE WIND ENERGY
David Blazer, the Maryland Project Director for Bluewater Wind, met with the Commissioners to provide information on the company’s project in Delaware for development of an offshore wind energy park to provide a clean, renewable wind energy source for Delaware and Maryland. Mr. Blazer stated that this technology is available and viable. He reviewed information for the Maryland project and stated that a completion date of 2013 is projected. Mr. Blazer stated that the advantages of renewable wind energy are stable pricing, an increase in fuel diversity, environmental impacts, and enabling the State to be part of the solution. The meeting was opened for questions.
BID AWARD – COMMISSARY AND INMATE TRUST ACCOUNT SYSTEM FOR THE WASHINGTON COUNTY DETENTION CENTER

Motion made by Commissioner Wivell, seconded by Aleshire, to award the contract for the Commissary and Inmate Trust Accounting System to Cashless Systems, Inc., which submitted the lowest responsive, responsible total lump sum bid of $33,050. Unanimously approved.

APPROVAL OF RESOLUTION – APPOINTMENT OF PNC BANK AS TRUSTEE FOR RETIREE HEALTH PLAN TRUST

Motion made by Commissioner Wivell, seconded by Aleshire, to approve a Resolution appointing PNC Bank as trustee for the Washington County Retiree Health Plan Trust for the benefit of its eligible employees. Unanimously approved. (A copy of Resolution RS-08-014 can be found in the County Commissioners’ Office.)

REVIEW OF DRAFT ORDINANCE FOR SPECIAL EVENTS

Andrew Wilkinson, Assistant County Attorney, stated that the General Assembly passed enabling legislation in its 2008 session to allow the County to adopt a Special Events Ordinance. He reviewed the draft Ordinance and requested clarification on several issues. After discussion, he agreed to make the proposed changes, work with County staff, and return at a future date for final approval.

ADJOURNMENT

Motion made by Commissioner Baker, seconded by Aleshire, to adjourn at 3:55 p.m. Unanimously approved.

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County Administrator

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County Attorney

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County Clerk