



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

July 23, 2024

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 John F. Barr called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:00 a.m. with the following members present: Commissioner Derek Harvey and Commissioner Wayne K. Keefer. Vice-President Jeffrey A. Cline and Commissioner Randall E. Wagner were absent.

APPROVAL OF MINUTES

Commissioner Keefer, seconded by Commissioner Harvey, moved to approve the minutes of July 2, 2024. The motion passed unanimously (3-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Barr attended the Ag Expo Fair. He thanked everyone for their hard work and dedication while working the event. Commissioner Barr attended the first inaugural class of the Governor's Service and Volunteerism Program graduation at Camden Yards. He shared upcoming events.

Commissioner Keefer attended the Ag Expo Fair. He shared concerns from citizens regarding the future of the multi-purpose building at the Ag center. Commissioner Keefer requested a public meeting for the citizens to share their comments.

Commissioner Harvey attended the National Republican Convention. He commented on the Ag Expo Fair. Commissioner Harvey shared that he has received comments from concerned citizens regarding the Ag Center.

STAFF COMMENTS

Chip Rose, Director, Human Resources, presented the request to hire Brian Chase for the Systems Engineer, Office of Information Technology, at a Grade 15, Step 9/\$85,925.00 annually. Effective date of August 5, 2024.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the hire of Brian Chase as presented. The motion passed unanimously (3-0).

Dawn Marcus, County Clerk, presented the request to approve the reappointments of Justin Bedard and Brianna Candelaria, to serve a first, full, three-year term, from August 1, 2024 through July 31, 2027, on the Historic District Commission. This is not a paid board.

Commissioner Keefer, seconded by Commissioner Harvey, moved to approve the reappointments of Justin Bedard and Brianna Candelaria as presented. The motion passed unanimously (3-0).

Dawn Marcus, County Clerk, presented the request to approve the reappointment of Lloyd Yavener, to serve a second, three-year term, from August 1, 2024 through July 31, 2027, on the Historic District Commission. This is not a paid board.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the reappointment of Lloyd Yavener as presented. The motion passed unanimously (3-0).

Michelle Gordon, County Administrator, participated in the County blood drive at the Public Safety Training Center. She attended a luncheon at the permit's office. Ms. Gordon attended several events at the Ag Expo Fair. She attended the MML meeting in Williamsport. Ms. Gordon shared that the restaurant, The 19th Hole, at Black Rock Golf Course is now open.

Ms. Gordon requested a consensus, for a letter addressed to Governor Moore, notifying him of the appointment of Alan Matheny as the Director of Emergency Management and Communications on June 18, 2024. Mr. Matheny will serve as the Emergency Manager for Washington County, Maryland pursuant to the Public Safety Article Code of Maryland. The letter is requesting the Governor's concurrence in the appointment of Mr. Matheny as the Emergency Manager for Washington County.

The Commissioners reached a consensus (3-0) to sign the letter.

CITIZEN PARTICIPATION

There was no citizen participation.

2024 AUGSTOBERFEST

Jill Colbert, Augustoberfest Chairwoman; and Cody Hill, Marketing and Communications Chair, Augustoberfest discussed the upcoming event.

Michelle Gordon, County Administrator, shared the BOCC provided \$5,000.00 of hotel rental tax funding to Augustoberfest this year.

AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATIONS

Kelcee Mace, Chief Financial Officer, on behalf of the ARPA Committee, presented the request to approve the ARPA Committee's recommendations for allocating remaining funds. Fiscal impact is the allocation of \$648,592.00 in ARPA funds. The ARPA Committee made the following recommendations:

- Allocating \$400,000.00 to the Town of Boonsboro reservoir project.
- Allocating \$100,000.00 to the Town of Funkstown for the lead service line replacement project.
- Allocating \$137,000.00 to the Town of Smithsburg for the pump station replacement project.
- Allocating \$11,592.00 to maintain the ARPA Grant Manager position through the end reporting due in March 2027.

Commissioner Keefer, seconded by Commissioner Harvey, moved to approve the recommendations as presented. The motion passed unanimously (3-0).

Mayor Howard Long, and staff of Boonsboro, thanked the County Commissioners; and, he shared information on the projects in Boonsboro.

Assistant Mayor Sharon Chirgott and staff of Town of Funkstown thanked the County Commissioners; and, the Assistant Mayor shared information on the projects in Funkstown.

Mayor Donald Souders and staff of Smithsburg thanked the County Commissioners and County staff; and, Mayor Souders shared information on the projects for Smithsburg.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-24-0146) – PAVEMENT MARKING MATERIALS AND SERVICES FOR THE HAGERSTOWN REGIONAL AIRPORT

Brandi Naugle, Buyer, Purchasing; and Neil Doran, Director, Hagerstown Regional Airport, presented the request to authorize by Resolution, the approval for the purchase of pavement marking materials and services required for the following project description: Runway 9/27 rubber removal, marking, cleaning, and marking re-stripe with new black outline; remove and replace taxiway P marking, runway 2/20 markings, and surface painted hold position sign adjustments for the Hagerstown Regional Airport. The responsive, responsible bidder is Hi-Lite Airfield Services, LLC of Bradenton, FL for the total sum of \$166,359.00 and this purchase will utilize another jurisdiction's contract that was awarded by Sourcewell, Contract #110122-HLA.

Commissioner Harvey, seconded by Commissioner Keefer, moved to authorize by Resolution, the approval for the purchase of pavement marking materials and services from Hi-Lite Airfield Services, LLC as presented. The motion passed unanimously (3-0).

AIRPORT SEEKS COMPETITIVE FAA GRANT UNDER THE BIPARTISAN INFRASTRUCTURE LAW BIL-ATP. PROJECT TO PROVIDE 4,800SQ OF EAST SIDE EXPANSION SPACE IN THE "LANDSIDE" PORTIONS OF THE TERMINAL

Neil Doran, Director, Hagerstown Regional Airport; and Andrew Eshleman, Director, Public Works, presented the request: to authorize use of \$180,556.00 in Airport Capitol Improvement Reserve funds for the 5% local match share of this project; to empower the Airport Director to sign an FAA and MAA grant applications, Maryland State Clearinghouse documents and any other related paperwork associated; to empower the Airport Director to accept the grant offer(s) related to the Terminal with the Terminal East Expansion project; and; to empower the Airport Director to accept the grant offer(s) related to the Terminal East Expansion project from the Federal Aviation Administration and Maryland Aviation Administration if awarded in the future. The FAA Grant Amount is estimated at \$6,861,111.00

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve and authorize the use of \$180,556.00 in Airport Capitol Improvement Reserve funds, to sign FAA and MAA grant applications, and to accept the grant offer(s) related to the Terminal with the Terminal East Expansion project as presented for the Terminal East Expansion project only. The motion passed unanimously (3-0).

2024 HOUSING BOND ALLOCATION TRANSFER

Jill Baker, Director, Planning and Zoning, presented the request to approve the transfer of Washington County's 2024 Housing Bond Allocation in the amount of \$6,807,063.00, to the Community Development Administration for use in issuing housing bonds on behalf of Washington County.

Commissioner Harvey would like to the County to have the option to direct the funds to all County areas rather than the target zone of the City of Hagerstown.

Ms. Baker will reach out to the state regarding setting conditions on the transfer. This item will be brought back to a meeting in future further discussion

WASHINGTON COUNTY HISTORIC DISTRICT COMMISSION – AMENDMENT TO BYLAWS

Aaron R. Weiss, Assistant County Attorney; and Meghan Jenkins, Historic District Commission, presented the request to amend and restate the bylaws of the Washington County Historic District Commission.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve to amend and restate the bylaws of the Washington County Historic District Commission as presented. The motion passed unanimously (3-0).

CLOSED SESSION

Commissioner Harvey, seconded by Commissioner Keefer, moved to convene in closed session at 10:49 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 consult with counsel to obtain legal advice on a legal matter. The motion passed unanimously (3-0).

In closed session, the Commissioners discussed a legal matter regarding opioid litigation, and they discussed the applicants and reached a consensus to hire the Plan Reviewer for the Department of Engineering.

Present during closed session at various times were: Commissioners John F. Barr, Derek Harvey, and Wayne Keefer; Dawn Marcus, County Clerk; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Bruce D. Poole, Esquire; Chip Rose, Director, Human Resources; and Scott Hobbs, Director, Engineering.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Keefer, moved to reconvene in open session at 11:37 a.m. The motion passed unanimously (3-0).

RECESS

***EVENING MEETING AT THE TOWN OF HANCOCK
Location: 126 WEST HIGH STREET
HANCOCK, MARYLAND***

INVOCATION 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 John F. Barr called the evening meeting of the Board of County Commissioners of Washington County, Maryland, to order at 6:04 p.m. with the following members present: Commissioner Derek Harvey and Commissioner Wayne K. Keefer. Vice-President Jeffrey A. Cline and Commissioner Randall E. Wagner were absent.

TOWN OF HANCOCK LEADERS' REPORTS AND COMMENTS

Mayor Roland Lanehart welcomed the County Commissioners. He introduced the town manager and town council members. Mayor Lanehart commented on the Department of Natural Resources school program.

Town Manager, Mike Faith, commented on mowing at the elementary school. Mr. Faith requested a consensus from the BOCC for the Town to work with County staff regarding the town taking over the Hancock transfer station.

Michelle Gordon, County Administrator, supports the request for County staff to work with the town to analyze the transfer station request.

The Commissioners reached a unanimous consensus (3-0) for staff to work with the town of Hancock to analyze the transfer station situation.

Councilman Josh McCusker commented on the Department of Natural Resources program to be offered at Hancock school.

Councilman David Kerns thanked the County Commissioners for their help with the town's water line extension project. He shared the next project will be an extension out to Lanco Penland Cooperative.

COMMISSIONERS' AND COUNTY ADMINISTRATOR'S REPORTS AND COMMENTS

Commissioner Keefer shared information about the Department of Natural Resources Program. He commented on the Sideling Hill Overlook on Old 40. Commissioner Keefer commented on the upcoming election for the school board.

Commissioner Harvey commented on the upcoming election for the school board. Commissioner Harvey mentioned National Night Out and the grand opening of the splash park.

Commissioner Barr stated that, he appreciates the collaboration between the town and the County.

Michelle Gordon, County Administrator, shared information regarding mowing of the elementary school. She shared that the Board of County Commissioners contributed \$113,000.00 to the water line extension project. Ms. Gordon commented on the Sideling Hill Overlook.

Michelle Gordon, County Administrator, presented the recommendation to hire Brad Neisser for the Plan Reviewer, Department of Engineering, at a Grade 14, Step 3/\$69,888.00 annually. Effective date of August 5, 2024.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the hire of Brad Neisser as presented. The motion passed unanimously (3-0).

CITIZENS' PARTICIPATION

Mike McCarthy, Sr. – Hancock
Tim Fisher – Community Action Council
Deborah Cohill – Hancock

STAFF COMMENTS

Jonathan Horowitz, Director, Business and Economic Development, shared information on the Fairview Orchards property.

Andrew Eshelman, Director, Public Works, commented on the Sideling Hill Overlook.

Greg Cartrette, Director/Code Official, Permits and Inspections, provided an update regarding the Building Code, the Building Code Board of Appeals and the status of taking action on blighted properties.

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Keefer, moved to adjourn at 6:47 p.m. The motion passed unanimously (3-0).



Dawn L. Marcus, *County Clerk*