

## Review of Actions Taken in the Washington County

### Board of County Commissioners Meeting

August 5, 2003.

The Board attended a breakfast meeting with President of the Maryland Association of Counties (MACo) Marilyn Praisner, and MACo Executive Director Dave Bliden at the Clarion Hotel and Conference Center.

### BID AWARD: ROAD RECLAMATION

County Chief Engineer Terry McGee brought this bid, for roadway reclamation and recycling before the Board for approval. McGee told the Board that the low bid was submitted by C. William Hetzer, Inc. of Hagerstown for \$1,188,382.50. The project includes full-depth reclamation of pavement followed by new surface paving on Landis Road, Whitehall Road, the Agricultural Center Access Road and Industrial Lane. Governor Lane Boulevard will have a recycling project followed by surface repaving. The final contract value will be based on quantities used. A 60-day calendar contract, the projects would begin on or about August 19th and run to a completion date of October 18th. McGee said that the roads will not be closed whenever possible. Funds were transferred on July 8th to fully fund the project, as it is considered the most cost effective way of addressing the deteriorated pavement conditions. The low bid came in higher than expected, McGee said, and an additional transfer of about \$60,000.00 from the Miscellaneous Road Improvement budget would be needed. The measures were

approved by unanimous vote.

### CERTIFICATE OF AWARD

Jeremy Hulse of Smithsburg was presented a Commissioners' Certificate of Merit for winning the 80th Annual National Youth Marbles' Tournament on June 19th of this year in Wildwood, New Jersey, defeating 25 of 31 opponents. This is the 3rd year in a row that the National Champion has been from Washington County. In presenting the award, Commissioner's President Greg Snook said that to be competitive, a marble player must practice 3,000 to 4,000 hours, and said the Board applauded Jeremy's skill and accomplishment. On Sunday, August 3rd, Jeremy competed in the IUS Adult Marbles Competition held in Middletown, Maryland and won, making him the best marbles player in the United States. Jeremy was also a recent guest on WJZ channel 13's Morning Show with Don Scott and Marty Bass, in Baltimore

### COMMISSIONERS' REPORTS AND COMMENTS

Commissioner John Munson commented on the coming proclamation to the Maugansville Goodwill Volunteer Fire Company for 75 years of service to that community, to be presented during Maugansville Pride Days.

Commissioner Bill Wivell commented on the Agricultural Expo underway at the Ag Center on Sharpsburg Pike. Wivell reminded the Commissioners of the Potomac Center Public Forum to be held on Monday, August 11th.

Commissioner Jim Kercheval told the Board that the Mental Health Advisory Committee will hold a public meeting on state cuts to Mental Health funding. That group had originally been told that the cuts would not impact services in the community, but that proved to be incorrect, Kercheval said. About 160 people attended the recent Planning Department comprehensive Rezoning meetings held over the last two weeks. Kercheval said that the combination of advertising, public service announcements and news coverage of the events was effective in reaching those concerned with land use issues. Only a half-dozen recommendations were received by the staff, and those will be discussed at a Planning Commission workshop on Monday the 11th. The Planning Commission's most recent meeting approved billboards on Dual Highway, a new hangar at Hagerstown Regional Airport and a site plan for a cellular communications tower at Clear Spring, Kercheval reported.

Commissioners' President Greg Snook told the Board that a letter from the Commission on Aging has asked for restitution of \$20,000.00 cut from its FY '04 budget in order to give 2% raises to its staff. State cuts have contributed to this request, Snook said. Senator Barbara Mikulski will meet with the Commissioners on Thursday, at noon, in the Commissioners' meeting room, Snook said.

#### REPORTS FROM COUNTY STAFF

Public Works Director Gary Rohrer said that County Highways crews have cleared debris from three stone bridges in the County. The contractor is delinquent on the Broadfording Bridge project, Rohrer said, and legal actions may be taken. The contractor had delayed due to high water at the bridge, but the flow rate is normal at this time, Rohrer said. The Tennis Courts at North High School have been reopened following the repair project there, and the Smithsburg High courts will reopen soon, Rohrer said. The County Highways Department is making headway on road repairs and patching, Rohrer reported.

Department of Emergency Services Director Joe Kroboth told the Board that a letter has been sent to all Volunteer Fire and Ambulance companies in the County requesting information on any private for-profit activities that may occur at company buildings. Such activity will have a bearing on the amount the County pays those companies for utility costs, Kroboth said. A number of Emergency Services grants will be coming to the County and the region in the near future. Kroboth said. A Weapons of Mass Destruction equipment grant will bring \$278,000 to Washington County and another \$382,000 to the three county region. A priority in the region is interoperability of communications between fire, rescue

and law enforcement agencies, Kroboth said. The department has brought about \$700,000 in grant funds to the County in just under two years, Kroboth reported.

#### LOCAL MANAGEMENT BOARD OFFICERS AND REAPPOINTMENTS

Washington County Community Partnership/Local Management Board (WCCP/LMB) Director Stephanie Stone brought these measures before the Board, for reappointment of Millie Lowman and Deborah Addo to the WCCP. Stone also requested approval of the new Officers of the Board. Jenny Belliotti is Chairperson, James Blanks is Vice-Chair, Dr. Julian Sidlowski is Treasurer and Millie Lowman will be Secretary, pending reappointment. The measures were approved by unanimous vote. Stone told the Board that there are currently 35 programs being administered by the department, and that additional state cuts have not affected the programs now in existence.

#### OTHER BUSINESS

County Attorney Issues: Assistant County Attorney John Martirano requested action on modifying the Charges, Rentals and Fees at Hagerstown Regional Airport. A joint Public Hearing was held on July 22nd to consider an increase in rents, charges and fees at the airport, primarily a 4% increase in T-hangar rents to new renters. The charges would be imposed on all users in Fiscal Year 2005. The record was held open for 10 days to allow for written comment. The measure was approved by unanimous vote.

Appointments to Boards and Commissions: County Clerk Joni Bittner requested approval of appointments to two Boards. A reappointment was requested for Dr. Daniel Murphy to the Ethics Commission. The measure was approved by unanimous vote.

Terry Reiber has been recommended for a second three-year term on the Gaming Commission. That reappointment was approved by unanimous vote.

County Administrator's Comments: County Administrator Rod Shoop requested approval to advertise an Electrical Inspector position in the Permits and Inspections Department at a salary level of \$32,391. The position starts at Electrical Inspector and works up to Combination Inspector, Shoop said. The measure was approved by unanimous vote.

#### PUBLIC HEARING: CLOSING AND ABANDONMENT OF STARLIPER ROAD AND HART ROAD

Assistant County Attorney John Martirano brought this matter before the Board. On June 17th, Public Works Director Gary Rohrer recommended conveyance of roads and rights of way to the National Park Service. The C&O Canal Park had requested closing of Hart Road and Starliper Road located in the Four Locks vicinity. The County has not maintained the roads for some time and had no objection to disposing

of the properties. Both roads are in the 100-year flood plain and are located on the Prather's Neck oxbow of the Potomac River. The closures were advertised for 30 days prior to this Public Hearing.

Tom Grosh, Peggy Mallott and Henry Grosh, Sr. of the Clear Spring area appeared to comment against the measure, stating that closure of the road would eliminate a popular area for recreation in the County. The public record will remain open for 10 days in order to collect written comment from the public.

#### TOWN OF BOONSBORO WATER AND SEWER LINE EXTENSION PROJECT

Laurie Bucher, Director of the Environmental Health Division of the Health Department and County Health Officer Bill Christoffel brought this report before the Board. The Maryland Department of the Environment (MDE) and the Health Department have recommended extending the Boonsboro water and sewer line from Lappans road to MillPoint Road along U.S. Alternate 40 due to water quality problems recently discovered in that area. The Board of County Commissioners had directed Water Quality Department Director Greg Murray to ascertain if grant funds were available and to place the project on the MDE priority list. On June 9th, a pre-application for \$420,000.00 in low- interest financial assistance for the project was submitted to MDE. A response was received from that agency on June 30th, but the loan request was withdrawn in favor of future funding through an MDE grant. Bucher told the Board that the project is on the top of the grant list, and that MDE is considering that funding in Fiscal Year 2005. Commissioners' President Greg Snook requested a better cost analysis of the project be developed, and said that the project would have to be taken on by the Town of Boonsboro, and would not be pursued if the grant funding was not available.

#### CITIZENS PARTICIPATION

Each week the Board of County Commissioners sets aside time to hear from the Citizens of Washington County on matters of community interest.

Denise Troxell of Boonsboro commented favorably on the Comprehensive Rezoning meeting held in Smithsburg, spoke to water quality issues, the need for implementation of development densities as prescribed in the Comprehensive Plan, and asked that the public be kept informed on water quality issues in the County.

#### MARTIN REZONING

County Attorney Richard Douglas brought this request before the Board, for rezoning of 23.93 acres of land near Sandy Hook from Business General to Residential Rural. The rezoning of the property, owned by William and Sylvia Martin, was denied twice by the Planning Commission, saying that the applicants

did not provide any more convincing information during the appeal. The original request called for development of 34 housing units on the property, and the case was based on an alleged legal mistake when zoning took place in 1983. The property is not in the boundaries of a rural village, and the County has no obligation to provide Water and Sewer service. Commissioner Jim Kercheval called for a delay in voting on the measure until the matter could receive further study. Commissioner Bill Wivell said that environmental and historic considerations were important in the area, and that land near Harper's Ferry should be preserved in the same manner as that surrounding Antietam Battlefield. Commissioner John Munson stated his opposition to approval of the rezoning, and Commissioner Dori Nipps also stated opposition to the rezoning. Commissioners' President Greg Snook asked staff if the owners could reapply under the Comprehensive Plan requirements. A vote on the measure was delayed pending further review by the Board.

#### REQUEST TO FILL POSITION: COUNTY COMMUTER

Transportation Department Director Kevin Cerrone brought this request before the Board. A vacant Office Associate IV position was filled in-house, leaving a grant-funded position open. The position schedules the JOBS program buses in addition to performing general office duties. The position is funded 100% by the JOBS grant with all costs reimbursed by the Department of Social Services from its grant from the U.S. Department of Labor, and serves 47 clients. JOBS is designed to aid low-income citizens through provision of transportation to work sites and daycare locations. Salary range is \$18,900 to \$30,239 plus benefits. Cerrone told the Board that the JOBS program funding appears to be secure through FY '05, and that if the grant funds run out, the position will cease to exist. The measure was approved by unanimous vote.

The Board toured the Narcotics Task Force office during the lunch hour.

#### FOREST CONSERVATION CANDIDATE SITE

Chief Planner Steve Goodrich brought this request before the Board, to approve the George Moore property as the Forest Conservation planting and retention site for 2004. Under a program approved in 1998, property owners sell easements to the County for the purpose of planting new forest or permanently protecting existing forest lands in priority areas. The Moore property consists of 106 acres, of which 51 would be placed under easement. The land is adjacent to the Sweeney property, which was the retention area for 2003. The Moore easement would create a 3,000 foot long stream buffer for Tom's Run through the property and a forested buffer along Conococheague Creek. The Soil Conservation District identified the sites and the Planning Commission approved the site in May. The measure was approved by unanimous vote.

## CITIZEN OF THE MONTH: STAPLES

Commissioners' President Greg Snook presented the Washington County Citizen of the Month award to Staples, Inc. Corporations that choose Washington County as a home not only provide jobs and tax revenue, but many times support community organizations through grants and other aid. Staples, Incorporated, through its East Coast Distribution Center provided a \$22,500 grant to the Boys and Girls Club (B&GC) of Washington County to renovate an unused woodworking facility at the Pennsylvania Avenue location into a multi-purpose Teen Center. Company Staff, spearheaded by Distribution Manager Bill Ross, provided the 'sweat equity" as well, and now the Teen Center provides programs for 55 inner city youth. For this corporate spirit, and community involvement over and above what would be expected, the Board of County Commissioners has selected Ross and his Staff and the Staples Corporation, as Citizens of the Month for June 2003. The proclamation said that the Board of County Commissioners recognizes the valuable role of the Boys and Girls Club in the Community, and the role Corporations make in supporting organizations of this type. Not only did Staples Associates build the center, they then held a special fundraiser for the teens and raised money to purchase a large screen television for the center. The teen offers computer sessions, teen group meetings, LEO Club meetings, and various social skill and special events. B&GC clients and Staples staff attended the proclamation.

## PEOPLESOFT UPGRADE

County Purchasing Agent Karen Luther and Budget and Finance Director Debra Bastian brought this issue before the Board. Upgrade of the County's PeopleSoft comprehensive budget, finance, human resources and customer information systems management software package is slated for this fiscal year. The contract was recommended for award to Maximus of Rancho Cordova, California in the amount of \$702,357.00 for its "Approach Two". In addition, fund transfers were requested from several Capital Improvement Project (CIP) accounts to a CIP Technology line item. Maximus is the same firm that performed the original implementation in 1999-2000 under the name "Carrera, A Division of Maximus". The RFP was sent to 43 firms and there were 4 companies issuing responding submittals. Of the 4, Maximus offered the greatest flexibility, with 4 different scenarios offered. "Maximus 2" offered 5,089 total vendor hours on-site. The project will allow improvements to services such as the ability to pay utility bills on the internet, enable the use of credit card payments, and offer budget billings for water and sewer utility services. The job cost system contained in the software has allowed the county to utilize a method to lock in below average-rate loans, saving millions of dollars in interest costs while using a minimum of administrative time. The upgrade will add improvements to that system and continue support services. The proposal calls for Human Resource Management System Modules to be upgraded first, then Financial programs including General Ledger, Accounts Receivable, Accounts Payable, Purchasing, Project Cost, Budgets and Asset Management, followed by the Utility Billing-Customer Information System. The project is slated to begin in October and conclude in February, 2004. Besides providing the greatest number of people hours on-site, Maximus had knowledge of the software

capabilities and upgrade needs due to its previous project with the County. Funding for the upgrade was placed in the Capital Improvement Project budget in fiscal years 2001 and 2003. The project will also provide a new computer server in FY '04, eliminating the need for planned replacement in FY '05. A budget transfer of \$59,790 from savings in Cost of Bond Issuance funds was requested to cover the hardware purchase. The measures were approved by unanimous vote.

#### BID AWARD: SHERIFF'S DEPARTMENT

Purchasing Agent Luther and Sheriff Charles Mades brought this request, to piggy back on a Roanoke County, Virginia contract for lease to purchase Home Detention Equipment from BI Incorporated, of Boulder, Colorado. Amount of the lease would be \$49,488.91 per year for 5 years, Piggy-back of this bid and eliminating expenses incurred in the bid process result in administrative efficiencies. By using the Roanoke County bid, the County is able to save on the interest on the lease, reducing those costs from 10% to 5.75%, which will save about \$12,500.00. BI offers capabilities, features and reliability required by the Sheriff's Department. In addition, BI offered to provide maintenance on the Department's old equipment until the new equipment is installed, saving the County an additional \$3,333.32. during that two-month period. The measure was approved by unanimous vote.

The Board traveled to Hagerstown City Hall for a joint meeting with the Mayor and Council. On the agenda was a Final Report on the Convention Center Study by Ben Hart, Director of the Convention and Visitors' Bureau.