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**BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND**

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**FOR IMMEDIATE RELEASE**

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**NEWS  
RELEASE**

Review of Actions Taken in the Washington County  
Board of County Commissioners Meeting  
Tuesday, April 22, 2008

**COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Terry Baker reported on attending opening day of the Washington County Girls' Softball League at Kemp's Mill Park, and commended the Buildings, Grounds and Parks Department for doing a good job maintaining that park.

Commissioner Jim Kercheval reported on attending a Board meeting of the Mental Health Authority, which discussed the future of the Mental Health Advisory Committee (MHAC). That committee will continue to meet and function due to legislative action needed to consolidate its activities with those of the Authority. MHAC members will provide input to the Commissioners to draft the needed legislation. The Local Management Board met last week and discussed Delegate Serafini as the new legislative representative to that local Board. The Western Maryland Consortium meeting last week in Cumberland discussed status of displaced workers in Western Maryland. The Base Realignment and Closure (BRAC) Act provides grants for states affected. Maryland is eligible for \$300,000 statewide. The Consortium and Hagerstown Community College have applied for \$99,000 for biotech workforce development programs. The Black Rock Golf Course Board met recently and discussed the recent renovations to the clubhouse made possible through the Buildings, Grounds and Parks Department. New tournaments have been scheduled and revenues are at the same level as recorded this time last year. The Planning Commission held Rezoning Hearings on Monday, and looked at the Bowman Development request on a parcel in Smithsburg and on changes to the Priority Preservation Area program requested by the State Department of Planning. A meeting has been scheduled between the county Planning Department and the Maryland Department this Friday, Kercheval said.

Commissioner Kristin Aleshire commented on attending a Retired Teachers' Association meeting and presenting an update on various issues in the County. The Commissioner attended the Washington County Emergency Air Unit monthly meeting and commented on a City of Hagerstown Public Hearing on the Doub property this

evening. The County needs a direct discussion with City officials on development in this area, he said

Commissioner's President John Barr commented on the recent Maryland Economic Development Association meeting held in Hagerstown. Barr and Hagerstown Mayor Bob Mayor Bruchey provided welcoming remarks to that conference. Barr congratulated the Museum of Fine Arts on selecting a new Director. Barr invited Commissioners to participate in the 2<sup>nd</sup> Annual Walk Across Maryland to be held Friday in Hancock.

#### CERTIFICATE OF MERIT PRESENTATION

Commissioners President John Barr presented an employee certificate of merit to Dave Mason for obtaining the Certified Landfill Technical Associate certification from the Solid Waste Association of North America (SWANA). Mason completed a 3-day class during the week of January 7, 2008 and successfully completed the respective examination for SWANA certification. The Board of County Commissioners publicly recognizes the accomplishments of the individual and demonstrate their commitment to professional development of employees.

#### GIRLS INC. AND COMMISSION ON AGING BUDGET DISCUSSION

Suzie Menard, and Maureen Grove of Girls' Inc. (GI) and Commission on Aging (COA) Director Susan MacDonald brought this discussion before the Board. In February, the COA made a presentation to the Commissioners that would have allowed use of the Girls' Inc facility as a Senior Center during daytime hours. The Board questioned the cost of that plan and a new plan was developed that would allow COA to rent the Girls Inc. facility from 8-4 Monday through Friday. GI's price was based on a traditional lease arrangement at a cost of \$10/per square foot or \$15,000 per month for over 18,000 sq feet of space. This price also included: All utilities, phone lines, internet access, including 20 computers in a computer lab, a library, craft room, full size gymnasium, full functioning kitchen, large multi-purpose room, a lounge area with a television, dedicated office space, computers for staff and access to printers, copy machines, fax machine and laminating machine, plus parking, snow removal, lawn care and insurances. GI proposed to rent the facility, including all of the items listed at a rate of \$65 per hour. GI currently rents its gym for \$55 per hour (8,514 sq. feet), and is willing to rent the entire 18,145 sq feet for just \$10 more an hour for a 10 month trial with the date beginning September 1, 2008. Any fit-out costs or upgrades needed in the facilities to accommodate the seniors would need to be approved by the Girls' Inc. Board and the full costs of these upgrades would be the responsibility of the Commission on Aging. This is consistent with the previous budget submission, with COA paying for minor upgrades to the kitchen and purchasing furnishings and some storage facilities. GI would waive any fees for the month of August while COA would be moving in, as well as fees for any additional hours used for Intergenerational activities that would include monthly birthday parties, dinner, games, exercise classes, concert and dance performances that would take place late afternoon and evenings. Based on the Girls Inc. facility being rented for 40 hours per week from September 1<sup>st</sup> through June 30<sup>th</sup>, the estimated cost would be 43 weeks at 40 hrs./week X \$65 per hr= \$111,180 compared to the previous proposal of \$15,000/month. That's a reduction of over 25% or \$3820/month. In reviewing the previous budget

proposal for this Senior Center project, the one time costs of \$27,000 and labor costs \$74,000, and \$47,000 for food cost would remain the same. Leasing costs of \$180,000 for 12 months at \$15,000/month would be significantly reduced to \$111,180 for 10 months. The total cost for the FY '09 budget would be \$259,180.00. Discussion centered on the length of the commitment and the number of individuals that would be served at the Center. Consensus was reached to include the request, as presented, in the budget to be taken to Public Hearing.

#### WASHINGTON COUNTY VOLUNTEER FIRE AND RESCUE ASSOCIATION BUDGET DISCUSSION

Washington County Volunteer Fire and Rescue Association (VFRA) President Glenn Fishack and Kevin Lewis, Director of the Division of Fire and Emergency Services brought this Fiscal Year 2009 budget request before the Board. VFRA had requested a total appropriation from County revenues of \$1.72 million for Fiscal Year 2009 to the member companies, an increase of 6.66% or \$107,140. In new information presented to the Commissioners, the Association requested an additional \$760,025 to cover such items as a training center, fuel costs, replacement of the Rehab Unit, and Fire Police radios and equipment. All funding requests are being reviewed by line-item prior to the Public Hearing on the FY 2009 Budget, set for May 13<sup>th</sup> at Kepler Theater on by the Hagerstown Community College campus.

#### CITIZENS PARTICIPATION

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

Monda Sagalkin commented on the new excise tax legislation and its effective date. The new tax will go into effect on July 1<sup>st</sup>.

#### OTHER BUSINESS

Reports from County Staff: Real Property Administrator Joe Kuhna and Engineer Gray Hebb brought additional information regarding a developer's request that the County abandon a short stretch of unmaintained road near Clear Spring for development of a new road that would connect with a planned hotel. The Board had wanted to know value of the land. Kuhna said that the 2600 square feet of right of way would be valued at \$19,000. The cost to develop the road would be \$190,000. After the development, the road would be conveyed back to the County. The measure, to abandon the right of way at Hauck Avenue in Clear Spring, was approved by unanimous vote.

Human Resources Administrator Dee Hawbaker requested permission to advertise a Senior Plant Operator position in the Department of Water Quality. The measure was approved by unanimous vote.

#### MISCELLANEOUS BUDGET REQUESTS

County Administrator Greg Murray brought this discussion on funding as requested by several agencies/organizations to the Board. Discovery Station requested \$25,000 for the coming fiscal year, the same as fiscal year 2008, and up from \$20,000 as a one-time donation in FY '07, approved as presented. C-Safe Requested \$45,000, the same amount as in previous years, approved as presented. The Commission On Aging

and Girls Inc. requested \$259,180 to open a Senior Center at Girls, Inc, approved as presented. The Washington County Volunteer Fire and Rescue Association (WCVFRA) requested \$760,005 over and above its original request of \$1.72 million , including its Operating Budget request at \$54,725.00. The Board approved a \$3,000 across the Board increase in the allocation to each of the 27 Fire and Emergency Services Companies, but did not approve other WCVFRA requests. The Commissioners reached consensus to move the items into the FY 2009 budget and be taken to Public Hearing on May 13<sup>th</sup>.



#### PROCLAMATION, HOME CHEMICAL SAFETY AND PRESENTATION OF AWARDS TO HOME CHEMICAL SAFETY POSTER CONTEST WINNERS

Verna Brown, Emergency Management Coordinator in the Division of Fire and Emergency Services brought this request for Proclamation Of Home Chemical Safety Week and Presentation to Home Chemical Safety Poster Contest Winners to the Board. Commissioners' President John Barr and Hagerstown Mayor Bob Bruchey issued the proclamation to Local Emergency Planning Committee Co-chairpersons Acting Director of Fire and Emergency Services Kevin Lewis and Sheriff Douglas Mullendore, designating the week of April 20-26 as Home Chemical Safety Week in Washington County. Certificates and awards were presented to the Home Chemical Safety Program school poster winners. The Washington County Local Emergency Planning Committee partnered with Washington County Public Schools and area businesses to provide the a educational program on home chemical safety to fourth grade students. The program is in its sixth year and approximately 7,000 students have been taught Home Chemical Safety since its inception. The two-lesson program provides students information on the definition of a chemical, how to read labels and develops safety rules for proper storage and handling of chemicals. The participants are given an opportunity to illustrate a particular chemical safety tip learned during the program in a poster contest. This year's poster contest winners were Corina Grimm, Sharpsburg Elementary, 3<sup>rd</sup> place; Julia Wiles, Smithsburg Elementary, 2<sup>nd</sup> place; and Jonathan Birky of Boonsboro Elementary 1<sup>st</sup> place. The winners received a gold medal and prizes from participating sponsors including book bags, U.S. Savings Bonds and gift cards. All finalists receive a t-shirt and silver medal. The County's Special Operations Team provided lunch for the finalists and a ride in a fire truck for the winners. Corporate and community sponsors include

Good Humor-Breyers, Shawley's LP Gas, and the Washington County Volunteer Fire and Rescue Association, Washington County Local Emergency Planning Committee, Washington County Special operations, and Washington County Citizen Corps.

#### **PUBLIC HEARING: MODIFICATION OF WATER AND SEWER RATES FOR FISCAL YEAR 2009**

Julie Pippel, Director, Division of Environmental Management  
Brought proposed utility rates to public hearing, to permit any resident of Washington County to appear and testify concerning the proposed modification of water and sewer rates. Water and Sewer revenue requirements show that a 4% increase in water revenue and a 4% increase in sewer revenue is necessary to facilitate the Department of Water Quality's long range financial plans. The presented rate schedule for FY 2009 is based on this requirement. Residential rates for full service would increase \$2.50 per quarter, to \$86.00 for water and by \$2.70, to \$80.20 for sewer. Additional residential full service flow per 1,000 gallons would be set at \$4.90 per quarter for water, an increase of 26 cents, and \$7.85 per quarter for sewer, an increase of ten cents. No one appeared to testify in favor of or against the proposed rate structure. The measure was approved by unanimous vote.

#### **JOINT PUBLIC HEARING: MODIFICATION OF CHARGES, RENTALS, AND FEES AT THE HAGERSTOWN REGIONAL AIRPORT**

Hagerstown Regional Airport Manager Carolyn Motz, brought this proposal for increases in rents, fees and rates to the Board. The Board of County Commissioners of Washington County, Maryland and the Hagerstown Regional Airport Advisory Commission conducted this public hearing to permit any interested person to appear and testify concerning the proposed increase in current charges, rentals, and fees at the Hagerstown Regional Airport. T-Hangar rentals would increase an average of 4.5%, and would be seen from \$6 to \$61 per month, based of hangar size and type. Tie Downs, Ramp Fees and Landing Fees would be unchanged. The new schedule of rates and charges, if adopted, would become effective July 1, 2008. No one appeared to testify in favor of or against the proposed rate structure. The measure was approved by unanimous vote.

#### **TRAFFIC SIGNAL INSTALLATION AGREEMENT, WASHCO LAND DEVELOPMENT, LLC.**

Director of Public Works Joe Kroboth brought this Traffic Signal Installation Agreement with Washco Land Development, LLC to the Board with a request to approve the execution of a traffic signal installation agreement between the Board of County Commissioners and the developer. Washco Land Development, LLC is in the process of developing land along the northwest side of Robinwood Drive. The project is known as Rosewood Village. As part of the project various roads are to be constructed, one of which is Varsity Lane. Varsity Lane will connect to Robinwood Drive and become a future connector to Eastern Blvd. across the Antietam Creek. The development activity proposed by the Developer is sufficient enough to necessitate the installation of a traffic signal at the future intersection of Robinwood Drive and Varsity Lane. Because of

the criticality of construction activity on Robinwood Drive, to ensure prompt and continuous construction until completed as well as to protect the County from various liabilities, the Division of Public Works believes it is reasonable and prudent to enter into an agreement with the Developer before authorizing the work to proceed. The Agreement places all responsibilities on the part of the Developer including design, construction, inspection and seeking out all regulatory approvals. The Agreement requires the Developer to commence construction within two years of execution of the Agreement and requires that construction must be complete within six months of starting construction. There would be no fiscal impact on the County. Discussion centered on wording that would require the developer to complete the project within 2 years of the date of the agreement. The agreement would be modified to reflect that requirement. The measure was approved by unanimous vote.

#### FINAL GENERAL FUND/CAPITAL IMPROVEMENT PLAN ADJUSTMENTS WORKSHOP

Budget and Finance Director Debra Murray brought this further review of the Capital Improvement Plan or CIP to the Board., The CIP would see changes under draft #2. Two possible scenarios were discussed. The original CIP was discussed at \$529.64 million. With a number of changes proposed including movement of road projects the total for a first scenario was reduced by \$2.6 million. A second scenario, that would move up planning and design for a high school in the eastern portion of the City of Hagerstown would result in a total of \$526.96 million. Scenario #1 was the choice of the Commissioners. Highlights included forward movement of Phases I and II of Eastern Boulevard widening, movement of Longmeadow Road and Maugans Avenue Phase II out to accommodate forward movement of the Southern Boulevard/Funkstown Bypass project. A feasibility study of county-wide trash collection and recycling was also part of the CIP for the coming fiscal year. The scenario would allow borrowing at \$12 million in FY 2009. Total reductions of \$9.4 million in proposed borrowing levels were approved. The CIP was approved to be taken to Public Hearing at \$527.05 million. Murray told the Board that the property tax rate would be advertised at \$0.948 per \$100.00 of fully assessed property value. The tax rate has been at that level since 2001.

#### REQUEST FOR HOTEL-MOTEL TAX ASSISTANCE: WASHINGTON COUNTY RURAL HERITAGE MUSEUM

Convention and Visitors Bureau Executive Director Tom Riford and Marge Peterson of the friends of the Rural Heritage Museum brought this request, for financial assistance for reconstruction of the Dr. Glass Log Cabin at the Washington County Rural Heritage Museum Historic Village Project from the Hotel-Motel Tax. The village being constructed at the Rural Heritage Museum will include the restored Dr. Glass log cabin, originally built in the 1800's. The "village" project and the new buildings are expected to improve attendance to the museum complex. Local economic impact of the WCRHM to date has been estimated at \$1.2 million with generation of an estimated \$33,000 in county

Hotel-Motel tax. One purpose of the tax is to promote tourism in Washington County. The request, for \$20,000, was approved by unanimous vote.

#### **BID AWARD: ROOF REPLACEMENT AT T-HANGAR #2, HAGERSTOWN REGIONAL AIRPORT**

Hagerstown Regional Airport Director Carolyn Motz and Purchasing Department Buyer Rick Curry brought this Bid for Roof Replacement of T-Hangar #2 to the Board, with a request to award the contract for the roof replacement to the responsive, responsible low bidder, USA Construction Services, Inc. of Capital Heights, Maryland for the lump sum amount of \$32,723.00. The original roof was installed on the T-Hangar in 1965. Airport Maintenance personnel have a concern with the existing roof, because some of the wood cross members have deteriorated and the panels that are secured to the cross members with nails are not providing the needed support. Airport personnel can no longer maintain the roof, because the potential exists that walking on the roof could cause it to collapse. The Contractor will be replacing the deteriorated cross members and the existing roof with a 26-gauge Galvalume Panel roof system that has a 35-year warranty. The measure was approved by unanimous vote.

#### **CONTRACT RENEWAL: ELECTRICIAN SERVICES AT COUNTY BUILDINGS**

County Purchasing Agent Karen Luther and Jim Sterling, Director of Buildings, Grounds and Parks (BG&P) brought this Contract Renewal for Electrician Services at County Facilities before the Board. Kube Electric Company, Inc. (KECI), of Williamsport, has been the contractor since 2004. For Fiscal Year 2009 the firm is requesting an increase of 7.69% in the routine regular working hour rate for Electricians, to \$24.50 per hour, and a 6.27% increase in the Helper rate for that category, to \$15.25. Evenings, weekends, and Emergency calls would increase 6.89% for Electrician, to \$37.25 per hour and 7.69% for Helper to \$24.50. Optional Consulting and Design Services would be proposed at \$45 per hour. The measure was approved by unanimous vote.

#### **CONTRACT RENEWAL: HVAC & AUTOMATIC TEMPERATURE CONTROLS MAINTENANCE SERVICES**

Purchasing Agent Karen Luther and Jim Sterling, BG&P Director brought this Contract Renewal for Heating, Ventilating, Air Conditioning and Automatic Temperature Controls Maintenance Service before the Board. The request was to renew the contract for the subject services with Miller & Anderson, Inc. of Hagerstown, as requested in its letter dated March 28, 2008 for a Total Base Bid of \$150,700.00, which represents a 2.3% increase over the FY 2008 rates. The contract contains annual maintenance for 18 locations in the County. Repair parts and materials not included in the specific services maintenance agreement would be billed at cost plus twenty-five percent as agreed in the original contract. The Washington County Health Department, Washington County Free Library, and the Washington County Museum of Fine Arts are also included in this contract. Miller & Anderson had not requested any increases to the original contract prior to last year. They continue not to request any increase to the hourly labor rates for additional services as needed. Overall the only requested increase for specific services was approved for FY '08 for 2.3%. The measure was approved by unanimous vote.

## CONTRACT RENEWAL: ELEVATOR MAINTENANCE SERVICES

Purchasing Agent Karen Luther and Jim Sterling, BG&P Director brought this Contract Renewal for Elevator Maintenance Services at Specified County Facilities Before the Board. The request was to renew the contract for elevator maintenance services at specified county buildings with Landmark Elevator, Inc. (LEI) of Hagerstown, at an annual total price of \$15,120.00, representing a 6.78% increase over FY 2008 and hourly service rates for time not covered by the maintenance contract at \$90.00 – Regular Hours and \$135.00 – Overtime Hours. The contract was a one -year contract that commenced July 1, 2007, with an option by the County to renew for up to four additional one-year periods. The County sets the percentage markup for billed repair parts and materials at cost plus a percentage of twenty-five percent. The Washington County Health Department and Washington County Free Library are also included in this contract. The measure was approved by unanimous vote.

## OTHER BUSINESS:

Appointments to County Boards & Commissions: County Clerk Joni Bittner brought a proposal for the appointment and reappointment of Advisory Board and Commission members for the County Commissioners to consider for adoption. The Commissioners have had numerous conversations regarding procedures for appointments and reappointments. It would be helpful for staff to have guidelines to follow for the appointment of members when term expirations occur. The Commissioners discussed the current two-term limit policy, and would retain that policy, with flexibility to waive the term limit with justification from the Board or Commission and assurance of member's attendance at 75% of meetings. Names of potential candidates would be reviewed by the Boards or Commissions and three candidates presented to the County Commissioners for review in closed session with appointment in the next open session.

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