

January 5, 2017

The regular meeting of the County Commissioners of Allegany County was held in the Commissioners' Meeting Room, Room 100, 701 Kelly Road, Cumberland, at 5:00 p.m. on the above date. The following were present: Commissioner Jacob C. Shade; Commissioner Creade V. Brodie, Jr.; Commissioner William R. Valentine; County Attorney William M. Rudd; and County Administrator David A. Eberly. The following business was transacted:

The Pledge of Allegiance was led by Sheriff Craig Robertson.

#### **MOTION**

Commissioner Valentine announced that the presentation for the Fort Hill Football Team: State Class 1A Championship had to be postponed, as the Board of Education cancelled all after-school activities that evening due to weather.

Upon Motion by Commissioner Brodie, seconded by Commissioner Valentine and Motion carried, the Commissioners accepted and agreed to postponement of Item 1 – Fort Hill Football Team: State Class 1A Championship.

There were no further additions or deletions to the agenda.

#### **MOTION**

Upon Motion by Commissioner Valentine, seconded by Commissioner Brodie, and Motion carried, the Commissioners approved the minutes of the December 15, 2016, public business meeting.

#### **PRESENTATION**

**Item 2 – Judith L. Snyder** – Maryland Senior Citizens Hall of Fame Honoree (See News Release). Commissioner Shade read and presented a Proclamation to Ms. Snyder in honor of her induction into the Maryland Senior Citizen Hall of Fame. There was a round of applause.

**Item 3 – Allegany County Salary Study Commission Report** – Stuart C. Czapski, Chairman, presented a report of Recommendations by the 2016 Salary Study Commission. A copy of his report is attached to and made a part of these Minutes.

Before concluding his report, Mr. Czapski asked to add several comments. He remarked that all seven of the members of the 2016 Salary Study Commission, appointed by the County Commissioners, were actively engaged in the process, and were respectful and able to have open and frank discussion. Mr. Czapski added that it was a pleasure to work with all of the members of the Commission. He also commented on the assistance provided to the Commission by Cindy Young, Secretary to the County Attorney, and Jason Bennett, Finance Director for Allegany County, commenting that they were both professional, responsive and a pleasure to work with. Mr. Czapski then asked the County Commissioners if they had any questions for him.

Commissioner Brodie asked if the Salary Study Commission looked at comparative information from other counties when considering its recommendations. Mr. Czapski explained that the Commission had an initial meeting, a meeting with each of the groups for which they were recommending salaries, and a final meeting; and that at each meeting, they reviewed historical information and also information from other counties, and considered the structure of the position in the other counties and the salaries paid there. He added that in the case of the Allegany County Sheriff, the Commission also considered information from surrounding states as well as other law enforcement agencies in Allegany County.

Commissioner Shade thanked Mr. Czapski and the Salary Study Commission for all the time they put into the Commission's work.

Ms. Mary Beth Pirolozzi, one of the members of the Salary Study Commission, asked to speak. She said that she wanted to acknowledge the students from Calvary Christian Academy who came to one of the Commission's meetings. She explained that these students were also present at this evening's meeting, and remarked that she found their interest is commendable.

Commissioner Brodie thanked the students for being at the meeting, and told them that they are the future, as well as future leaders of this County. He said that he was glad to see someone take an interest in the meetings.

Commissioner Valentine added that students from Calvary do attend Commissioners meetings on a fairly regular basis, and that he thinks it is great.

Commissioner Shade also thanked the students for coming to the meeting. He pointed out to them that this (the meeting) is their local government in action, and is where local decisions get done.

County Attorney Rudd explained that Mr. Czapski's presentation was of the recommendations of the Salary Study Commission, established by Maryland law as it applies to Allegany County. He added that at a later date, the County Commissioners will have to pass a Code Bill to approve whichever salaries they feel are appropriate, up to the amount of the recommendations, but not in excess of the amounts recommended. Attorney Rudd clarified that the Commissioners can accept or reject, or accept in part, the recommendations. He also confirmed that the salaries will be for the incumbents next time, after the next election, and that the Code Bill will need to be passed in the next couple of months. Attorney Rudd told the Commissioners that at some point he will be asking for their direction as to what they want in the Bill.

#### **ACTION AGENDA**

**Item 4 – Labor Management Agreement between Local No. 1715 International Association of Fire Fighters, Emergency Medical Services Division and Allegany County Commissioners** – Board of County Commissioners to approve and sign the Labor Management Agreement between Local No. 1715 International Association of Fire Fighters, Emergency Medical Services Division and Allegany County Commissioners. The contract is effective July 1, 2016 through June 30, 2019 – Brian P. Westfall, SPHR, SHRM-SCP, IPMA-CP, Director of Human Resources, told the Commissioners it did not appear that any members of the Bargaining Unit were present this evening. He explained that the agreement is now wrapped up after a delay, and that it is a good agreement. He recommended that the Commissioners approve and sign the Agreement.

Upon Motion made by Commissioner Brodie, seconded by Commissioner Valentine, and Motion carried, the Commissioners unanimously approved and agreed to sign the Labor Management Agreement between Local No. 1715 International Association of Fire Fighters, Emergency Medical Services Division and Allegany County Commissioners, which agreement is effective July 1, 2016 through June 30, 2019.

**Item 5 – Allegany County Sheriff's Office Correction Division** – Board of County Commissioners to approve and sign the Labor-Management Agreement between the Sheriff of Allegany County and the Fraternal Order of Police Lodge #144 Allegany County Correctional Division. The contract is effective July 1, 2016 through June 30, 2019 – Brian P. Westfall, SPHR, SHRM-SPC, IPMA-CP, Director of Human Resources & Personnel Services, told the Commissioners it did not appear that any members of the Bargaining Unit were present this evening. He explained that the agreement is now wrapped up after a delay, and that it is a good agreement. He recommended that the Commissioners approve and sign the Agreement.

Upon Motion by Commissioner Valentine, and second by Commissioner Brodie, the Commissioner unanimously approved and agreed to sign the Labor-Management Agreement between the Sheriff of Allegany County and the Fraternal Order of Police Lodge #144 Allegany County Correctional Division, which agreement is effective July 1, 2016 through June 30, 2019.

**Item 6 – Resolution 17-1 – County Commissioners of Allegany County Public Improvement Bond of 2017 \$9,000,000** – Board of County Commissioners to authorize the approval of a private placement note with Key Bank as a result of a competitive bid – Jason M. Bennett, CPA, Director of Finance, explained that County staff has been working since October 2016 on a Bond Bill for \$9,000,000 for a number of County projects. He said that tonight was the culmination of all of those efforts. Mr. Bennett further reported that Davenport & Company, the County's Financial Advisors, put out an RFP for private placement with banks, for either a ten or fifteen-year maturity, and that five bids were received back. Davenport & Company then helped County staff analyze the bids, and the County reached a conclusion. Mr. Bennett asked the Commissioners for their acceptance and approval of the winning bid, a fifteen-year term with Key Bank at 2.867 percent, which will be debt service of \$747,000 per year. He commented that this debt service lines up very well to keep the County's total debt service goal at \$2,900,000, still just under the target. Mr. Bennett concluded by saying that Resolution 17-1 allows the County to close, and that closing should occur next week.

Mr. Bennett asked the Commissioners if they wanted him to again run through the projects for which the funds will be used. The Commissioners asked him to do that. A list of the projects is attached to and made a part of these Minutes.

Mr. Bennett then pointed out that this time, the County did a private placement versus going to the open market and actually selling bonds, for a couple of reasons: 1) the interest rates ticked up in the bond market, so it wasn't as favorable; and 2) closing costs are much, much lower when doing a private placement.

Commissioner Valentine moved that the Board of County Commissioners authorize the approval of a private placement note with Key Bank as a result of a competitive bid. Commissioner Brodie seconded the Motion, which carried unanimously, and the Commissioners unanimously passed Resolution 17-1 - County Commissioners of Allegany County Public Improvement Bond of 2017 \$9,000,000.

**Item 7 – Resolution 17-3 The Del Commission** – Board of County Commissioners to approve Resolution 17-3 The Del Commission, to ensure the long-term success of the Del McCoury festival here in Allegany County – Board of County Commissioners.

Commissioner Valentine started by saying that there has been some talk that the people who put on DelFest have spent a lot of money and energy in putting it on, and that it returns a lot of money to the County. Commissioner Valentine added that the people who do this are from all across the Country. Stan Strickland, the business agent, is from Florida, and High Sierra, who actually put on the concert, are headquartered in California; so, when they get here to Allegany County, they need contact people. Commissioner Valentine pointed out that in the past, this has been just a couple of people in offices, who may not be here in three, four or five years. For that reason, he explained, the Commissioners thought that it would be best for the DelFest people that the Commissioners create a Del Commission, filled with the names of the positions that people are in, not with their names. That way, if somebody retires or leaves, the position is still there. Commissioner Valentine reported that the positions include the head of Public Works, the manager of the Fairgrounds, the Sheriff or his designee, etc. He commented that the people in these positions are the ones that the DelFest people need to have conversation with each and every year. Commissioner Valentine remarked that this should alleviate any fears that the DelFest group may have, and that they will also have two appointees of their own on the Commission. He added that it will be a seven-person commission, possibly up to nine members if need be. Commissioner Valentine concluded by saying that the Commissioners hope this will go a long way toward making DelFest bigger and better year after year.

Upon Motion made by Commissioner Shade, and seconded by Commissioner Valentine, the Commissioners unanimously approved and passed Resolution 17-3 – the Del Commission.

**Item 8 – PACE 2017 Meeting** – Board of County Commissioners to approve the agenda for the Pre-PACE Allegany County Water and Sewer Meeting – Paul F. Kahl, PE, Director of Public Works, reviewed the Agenda for the Pre-PACE meeting to be held in Annapolis on January 26, 2017.

Before starting his presentation, Mr. Kahl commented on Judy Snyder, the former Allegany County Wellness Coordinator, who was honored earlier in this meeting as a 2016 Maryland Senior Citizens Hall of Fame Honoree. He remarked what a wonderful and deserving honoree she was, with an always positive attitude. He also said that he was looking forward to serving on the Del Commission, as he personally likes DelFest and also thinks that it is good for the area.

Mr. Kahl then presented the Agenda on Powerpoint for the Commissioners' review. A copy of the Agenda is attached to and made a part of these Minutes. He added that total projects that have just been completed, or are underway, come to \$12,000,000, of which \$7,000,000 came from grant funds. Mr. Kahl explained that since grant money does not need to be repaid, it is money that is kept in the community. He remarked that he believes the PACE reception helps Allegany County present its projects all day and has given County staff the opportunity to develop relationships with the various departments. Mr. Kahl added that Allegany County gets projects done on time and rarely exceeds the funding. He explained that also, the last few years, Jason Bennett, County Finance Director, has attended the annual pre-PACE meetings and is on hand to answer any questions about financing through bonds.

Commissioner Brodie remarked that for the last five years he has seen no less than about \$10,000,000 every year come back to Western Maryland, between the County and all the municipalities that go down to Annapolis. Mr. Kahl pointed out that it may be closer \$20,000,000 per year. He added that soon a book including a project sheet for each project, showing the issues, funding, and plans for that project, will be given to the Commissioners, probably by the end of next week, and will also be sent to all of the funding agencies for their review prior to the meeting.

No Motion was needed on this Item.

**CONSENT AGENDA**

As recommended by the County Administrator

Upon Motion by Commissioner Valentine, seconded by Commissioner Brodie, and Motion carried, the Consent Agenda as recommended by the County Administrator is adopted.

**Item 9 – Resolution 17-2** – Revisions to the “Rules and Regulations Governing Employees of Allegany County, Maryland” – Board of County Commissioners approved Resolution 17-2 to revise and update the “Rules and Regulations Governing Employees of Allegany County, Maryland.”

**Commissioners’ statements, comments, recognition –**

**Commissioner Valentine** first recognized in the audience Tammy Fraley, the newest member of the School Board, and thanked her for coming to the meeting. He then reported that on Monday, January 9, 2017, he will be heading down to Annapolis for the Commission on Innovation of Excellence in Education. He told Ms. Fraley that he would keep her apprised of the information he obtains while there.

**Commissioner Valentine** also commented that it has been a good holiday period for everyone, and added that he was looking forward to PACE. He said he agreed with Mr. Kahl that this is the big place where the County meets with its funding partners and lines up projects to do to improve the County.

**Commissioner Brodie** welcomed everyone to the meeting and wished all of them a Happy New Year. He told Ms. Fraley that it was good to see her at the meeting and that she was always welcome. Commissioner Brodie asked Ms. Fraley to let the Commissioners know if they can be of assistance in any way.

**Commissioner Brodie** also brought up that, right before Christmas, on December 22, 2016, he and Commissioner Shade attended a meeting in Corriganville where the participants were discussing disassembling a bridge. He reported that the citizens turned out overwhelmingly in support of it. Commissioner Brodie explained that he and Commissioner Shade, with Commissioner Valentine joining in by telephone, were able to open up a dialogue with the State Roads that maybe there was a chance that, if they replaced the said bridge and put it in to what the County wanted, something could be worked out to make everyone happy. Commissioner Brodie pointed out to Mr. Kahl that the ball was in his court, and that when the State Highway Administration reaches out to him, maybe something can be formalized with them in either late Spring or Summer 2017, to keep the citizens happy and to put a bridge back at the SHA’s expense. The County will then take over.

**Commissioner Brodie** also acknowledged Sheriff Robertson and his wife in the audience.

**Commissioner Shade** wished everyone a Happy New Year, and expressed that in the New Year, it is important that everyone try to work together. He remarked that he was happy with the new Board of Education members and welcomed them. He added that he was hopeful this would start a new phase in the relationship between the County and the Board of Education. Commissioner Shade also thanked Mary Beth Pirolozzi, former Councilwoman for the City of Cumberland, for being at this meeting.

**Constituents** – In order of sign-up sheet (No one signed up to speak at this meeting.)

**Reminders/Upcoming Meetings**

**Next Public Work Session** – Thursday, January 19, 2017, 3:00 p.m.

**Next Public Business Meeting** – Thursday, January 19, 2017, 5:00 p.m.

**Announcement** – Allegany County Government Schedule (See News Release)

**ADJOURNMENT:**

There being no further business to come to the attention of the Board, the meeting was adjourned at 5:40 p.m.

\_\_\_\_\_  
Jacob C. Shade, President

True Copy  
Attest:

\_\_\_\_\_  
Cynthia A. Young  
Recording Secretary

**ATTACHMENT TO MINUTES 1-5-17 – ITEM 6 – RESOLUTION 17-1**

**LIST OF PROJECTS**

Equipment	Emergency Medical Services - communication radios to comply with the State of Maryland required 700MHz upgrade
	Transportation- vacuum truck
Educational Facilities	Allegany College Technologies Building repair and rehabilitation
	Bel Air Elementary School roof repair and rehabilitation
	Public Safety Building roof repair and rehabilitation
Storm Water	Bowling Green District storm water drainage improvements
Transportation	Bridge repair and rehabilitation
	Allegheny Highlands Trail and the Western Maryland Scenic Railroad repair

**PRE-PACE MEETING**  
**January 26, 2017**

**SCHEDULE**

- 9:00 to 11:30 - Allegany County
- 11:30 to Noon - Lonaconing
- 1:00 to 1:30 - Luke
- 1:30 to 2:10 - Cumberland
- 2:10 to 2:50 - Frostburg
- 2:50 to 3:30 - Westernport
- 3:30 to 4:00 - LaVale Sanitary Commission

**PROJECTS**

**I. WATER**

- A. *Completed* (Project sheets not included)
  - 1. Route 36 Extension (Barrelville Area)
  - 2. Bowling Green Water Improvements – Phase II
  
- B. *Underway*
  - 1. Creek Road
  - 2. Prince Albert/Sunnyside
  - 3. Pond Circle Drive
  
- C. *Planned*
  - 1. Morningside Drive
  - 2. Judy Lane
  - 3. Potomac River Water Treatment Plant
  - 4. Mason Road
  - 5. Patmar Drive
  - 6. Bedford Road
  - 7. Vale Summit Water Storage Tank
  
- D. *Future*
  - 1. Flintstone
  - 2. Midlothian
  - 3. Harwood
  - 4. Baltimore Pike

## II. SEWER

### A. *Completed* (Project sheets not included)

1. Bedford Road Sanitary District Rehabilitation Phase IV – Mill Run Area
2. Evitts Creek Sewer Relocation
3. Braddock Run Sanitary District – Wrights Crossing Pump Station Upgrade

### B. *Underway*

1. Braddock Run Sanitary District Sewer Rehabilitation – Phase V
2. Jennings Run/Wills Creek Sanitary District Rehabilitation – Locust Grove Pump Station Upgrade
3. Water Station Road Sewer Extension
4. Bedford Road Sanitary District Rehabilitation – Naves Crossroad
5. Braddock Run Sanitary District Rehabilitation - Grahamtown
6. Mexico Farms Industrial Park Pump Station Upgrade

### C. *Planned*

1. Barton Business Park WWTP Upgrade
2. Biers Lane
3. Rawlings
4. North Branch Wastewater Treatment Plant Clarifier

### D. *Future*

1. Braddock Run Sanitary District – Future
2. Bedford Road Sanitary District – Future
3. Jennings Run/Wills Creek Sanitary District – Future
4. Locust Grove Wastewater Treatment Plant
5. Borden/Zihlman/Slabtown
6. Vale Summit

## III. OTHER

### A. *Planned*

1. Equipment Request
2. Bowling Green Community Enhancement Project

**PRESENTATION OF THE SALARY STUDY COMMISSION**

**MADE BY CHAIRMAN STUART C. CZAPSKI**  
**TO**  
**THE BOARD OF COUNTY COMMISSIONERS OF**  
**ALLEGANY COUNTY, MARYLAND**

**AT THE PUBLIC BUSINESS MEETING ON THURSDAY, JANUARY 5, 2017**

**SALARY STUDY COMMISSION MEMBERS:**

**Mr. Stuart C. Czapski (Chair)** – Allegany County Chamber of Commerce representative  
**Mr. Clarence Broadwater** – Allegany-Garrett Fire & Rescue Association representative  
**Ms. Georgene McLaughlin** – Allegany County Farm Bureau representative  
**Ms. Tiffany Mock** – Allegany County Republican Central Committee representative  
**Ms. Mary Beth Pirolozzi** – At-Large representative  
**Mr. Charles W. Taylor, Jr.** - Allegany County Democratic Central Committee representative  
**Mr. Lawrence A. Wolfe, Jr.** – Western Maryland Central Labor Council representative

The Salary Study Commission held a series of meetings to consider and discuss information for the purpose of making recommendations for salaries for the next term, 2019 through 2022, for the following positions:

1. Orphans Court Judges (Chief Judge, Associate Judges)
2. Board of License Commissioners (Liquor Board – Chair, Members)
3. Board of Education (President, Members)
4. Sheriff of Allegany County
5. Board of Elections (President, Members)
6. Board of County Commissioners (President, Commissioners)

A brief summary of the meetings and the recommendations resulting from each is as follows:

**1. Orphans Court Judges**

- a. Meeting was held on Monday, October 24, 2016, at 4:00 p.m.
- b. Associate Judge Edward C. Crossland made a presentation to the Salary Study Commission members present.
- c. After consideration and discussion, the Commission agreed to recommend:
  - i. Chief Judge: 3% salary increase each year, 2019, 2020, 2021, and 2022
  - ii. Associate Judges: 3% salary increase each year, 2019, 2020, 2021 and 2022



## **2. Board of License Commissioners (Liquor Board)**

- a. Meeting was held on Thursday, November 10, 2016, at 4:00 p.m.
- b. Chair Michael Griffith and Member James F. Stafford, Jr., made a presentation to the Salary Study Commission members present.
- c. After consideration and discussion, the Commission agreed to recommend:
  - i. Chair: No salary increase
  - ii. Members: No salary increase

## **3. Board of Education**

- a. Meeting was held on Monday, November 14, 2016, at 4:00 p.m.
- b. President Dr. Edward Root and Vice President Laurie Marchini made a presentation to the Salary Study Commission members present.
- c. After consideration and discussion, the Commission agreed to recommend:
  - i. President: No salary increase
  - ii. Members (including Vice President): No salary increase

## **4. Sheriff of Allegany County**

- a. Meeting was held on Monday, November 21, 2016, at 4:00 p.m.
- b. Sheriff Craig Robertson made a presentation to the Salary Study Commission members present.
- c. After consideration and discussion, the Commission agreed to recommend:
  - i. Increases in the Sheriff's salary each year:
    - 1. Increase to a salary of \$85,000, 2019
    - 2. \$5,000 salary increase, 2020
    - 3. \$5,000 salary increase, 2021
    - 4. \$5,000 salary increase, 2022

## **5. Board of Elections**

- a. Meeting was held on Monday, November 21, 2016, at 4:30 p.m.
- b. President Richard L. DeVore and Member John Stakem made a presentation to the Salary Study Commission members present.
- c. After consideration and discussion, the Commission agreed to recommend:
  - i. President: 3% salary increase each year, 2019, 2020, 2021, and 2022
  - ii. Members: 3% salary increase each year, 2019, 2020, 2021, and 2022

## **6. Board of County Commissioners**

- a. Meeting was held on Monday, November 28, 2016, at 4:00 p.m.
- b. Commission President Jacob C. Shade and Commissioners Creade V. Brodie, Jr., and William R. Valentine made a presentation to the Salary Study Commission members present.
- c. After consideration and discussion, the Commission agreed to recommend:
  - i. President: \$500 salary increase each year, 2019, 2020, 2021, and 2022
  - ii. County Commissioners: \$500 salary increase each year, 2019, 2020, 2021, and 2022

Actual dollar amounts of the recommendations are set forth on a separate summary.

The Salary Study Commission, by its Chair, Stuart C. Czapski, hereby presents the above recommendations to the Board of County Commissioners of Allegany County, Maryland, for the term 2019 through 2022.

**RECOMMENDATIONS OF SALARY STUDY COMMISSION  
FOR NEXT TERM: 2019 THROUGH 2022, INCLUSIVE**

**ORPHANS COURT JUDGES**

**Meeting held 10-24-16**

**Recommendation**

Chief Judge:

- 3% increase each year

Associates Judges:

- 3% increase each year

Position	2019	2020	2021	2022
Chief Judge	6,469	6,663	6,863	7,069
Associate Judges	6,132	6,316	6,505	6,700

**BOARD OF LICENSE COMMISSIONERS  
(LIQUOR BOARD)**

**Meeting held 11-10-16**

**Recommendation**

Chair – No salary increase

Members – No salary increase

Position	2019	2020	2021	2022
Chair	5,852	5,852	5,852	5,852
Members	5,200	5,200	5,200	5,200

**BOARD OF EDUCATION**

**Meeting held 11-14-16**

**Recommendation**

President – No salary increase

Members – No salary increase

(Vice President is the same as a Member)

Position	2019	2020	2021	2022
President	7,428	7,428	7,428	7,428
Members	6,077	6,077	6,077	6,077

**SHERIFF****Meeting held 11-21-16****Recommendation**

- First Year: Increase to \$85,000

- Second through Fourth Years: \$5,000 increase each year

Position	2019	2020	2021	2022
Sheriff	85,000	90,000	95,000	100,000

**BOARD OF ELECTIONS****Meeting held 11-21-16****Recommendation**

President – 3% increase each year

Members – 3% increase each year

Position	2019	2020	2021	2022
President	4,173	4,298	4,427	4,560
Members	4,173	4,298	4,427	4,560

**BOARD OF COUNTY COMMISSIONERS****Meeting held 11-28-16****Recommendation**

President – \$500 increase each year

County Commissioners – \$500 increase each year

Position	2019	2020	2021	2022
President	34,265	34,765	35,265	35,765
County Commissioner	33,139	33,639	34,139	34,639