

July 12, 2018

The regular meeting of the County Commissioners of Allegany County was held in the Commissioners' Meeting Room, Allegany 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 Administrator Brandon S. Butler; and County Attorney William M. Rudd. The following business was transacted:

The Pledge of Allegiance was led by Danny Williams.

MOTION

There were no additions or deletions to the Agenda.

Commissioner Shade noted that before the Constituents portion of the meeting, Delegate Michael W. McKay would come forward to speak.

MOTION

Upon Motion by Commissioner Brodie, seconded by Commissioner Valentine, and Motion carried, the Commissioners approved the Minutes of the June 21, 2018, public business meeting.

PUBLIC HEARING

Item 1 – Public Hearing – Code Home Rule Bill 1-18 – “An Act to Amend Off-Street Parking Standards for Industrial, Professional, and Institutional Office Buildings” – Jeffrey S. Barclay, Director of Economic Development, started by explaining that he was standing in for Land Use and Planning Engineer Angie Patterson, who previously presented information regarding proposed amendment of the off-street parking standards for industrial, professional and institutional office buildings. Mr. Barclay commented on the adverse impact the present standards could have on some of the County's businesses and the need for the amendment. He also recapped the information previously provided by Mrs. Patterson.

Mr. Barclay stated that this evening is the public hearing on Code Home Rule Bill 1-18 and added that if they chose to do so, the Commissioners could take action on it at this meeting.

County Attorney William M. Rudd explained that the amendment would actually change the regulations back to what they were previously, before the comprehensive rezoning. He further explained that at the time of the comprehensive rezoning, someone made a suggestion to change the off-street parking standards, apparently without looking at the unintended consequences of such a change.

Commissioner Shade then opened the public hearing and asked for public comment. No one spoke.

Upon Motion made by Commissioner Valentine, seconded by Commissioner Brodie, and duly carried, the Commissioners passed Code Home Rule Bill 1-18 - “An Act to Amend Off-Street Parking Standards for Industrial, Professional, and Institutional Office Buildings”.

ACTION AGENDA

Item 2 – Washington Street Library Column Restoration Project Construction Contract Award – Board of County Commissioners to approve the award of the Washington Street Library Column Restoration, Contract AC-WL-18(1) to American Star Painting Company, Marietta, Ohio, in the amount of \$191,469, and authorize the President of the County Commissioners to sign any and all necessary contract agreements or documents – Paul F. Kahl, PE, Director of Public Works, presented background and information regarding the Washington Street Library Column Restoration Project and the bids received to complete it. This information presented by Mr. Kahl is set forth on the Staff Report of Adam Patterson, P.E., Deputy Director of Public Works, dated July 2, 2018, a copy of which is attached to and made a part of these Minutes. Mr. Kahl asked for the Commissioners' permission to award the contract as explained on the staff report.

Commissioner Shade asked if the contract is just for the columns, and Mr. Kahl confirmed that, and also confirmed to Commissioner Brodie the number of columns.

There was brief additional discussion among the Commissioners and Mr. Kahl regarding the project.

Upon Motion by Commissioner Shade, and seconded by Commissioner Brodie, the Commissioners approved the award of the Washington Street Library Column Restoration, Contract AC-WL-18(1) to American Star Painting Company, Marietta, Ohio, in the amount of \$191,469, and authorized the President of the County Commissioners to sign any and all necessary contract agreements or documents.

Item 3 – Allegany County Regulatory Reform Commission – Board of County Commissioners to approve the members of the Allegany County Regulatory Reform Commission – Brandon S. Butler, County Administrator, explained that this Item provided for the membership of the Regulatory Reform Commission, which was created at the previous public business meeting by Resolution of the Board of County Commissioners. Mr. Butler pointed out that this Commission is not only the first of its kind in Allegany County, but is probably also the first in the State. He announced, and put before the Commissioners for their approval, the names of recommended members of the Regulatory Reform Commission, to serve in positions defined in the Resolution, as follows:

- Mr. Matt Brewer, as Professional Designer
with project management experience
- Mr. Jeremy Irons, as Business Representative
- Mr. Donny Carter, as Commercial Realtor
- Mr. Larry Wolfe, as Representative of a Union or Trades Organization
- Mr. Steve Langan, as Representative of the
Home Builders Association of Western Maryland
- Mr. Steve Jenkins, as Member of the Public at Large
- Mr. Danny Malamis, as Member of the Public at Large

Mr. Butler also requested the Commissioners' approval for Matt Brewer and Jeremy Irons to serve as Co-Chairs of the Regulatory Reform Commission.

Commissioner Brodie moved that the Board of County Commissioners approve the members of the Allegany County Regulatory Reform Commission. Commissioner Valentine seconded the Motion. Motion carried.

Commissioner Shade asked about the time frame for the Regulatory Reform Commission to deliver their recommendation and report. Mr. Butler replied that, per the Resolution, they are to do so by one of the meetings in December 2018, so this is a six-month group.

Item 4 – Resolution 18-21 – Office of Community Services – Board of County Commissioners to approve the establishment of the Office of Community Services under the direction of the County Administrator – Brandon S. Butler, County Administrator, explained that establishment of the Office of Community Services is another step he is requesting as part of the reorganization of Allegany County Government. Mr. Butler provided the purposes of the establishment of this Office, as set forth on Resolution 18-21, a copy of which is attached to and made a part of these Minutes. He explained that the Office of Community Services will work on some strategic projects under his supervision, and that he is anticipating the hiring of three individuals, including a grant writer. Mr. Butler pointed out that he believed the County has some resources that are going untapped, and there is some state and federal funding that can be utilized with the manpower available to go after that funding.

Commissioner Shade pointed out the recent savings in manpower costs due to reorganization of Allegany County Government, and Mr. Butler agreed, and added that a grant writer will bring in money. Mr. Butler asked the Commissioners for their consideration and approval of the establishment of the Office of Community Services.

Upon Motion made by Commissioner Valentine, seconded by Commissioner Brodie, and duly carried, the Board of County Commissioners passed Resolution 18-21 and approved the establishment of the Office of Community Services under the direction of the County Administrator.

Item 5 – Allegany County Economic Development Strategic Plan – Board of County Commissioners to award a contract to Thomas P. Miller & Associates, Indianapolis, Indiana, in the amount of \$121,000 to perform the scope of work described in their proposal submitted on May 31, 2018 for the Economic Development Strategic Plan; subject to approval of a final contract and authorize the issuance of a Notice to Proceed for the chosen firm – Jeffrey S. Barclay, Director of Economic Development, reported that in response to the Department of Economic and Community Development's Request for Proposals regarding an economic development strategic plan, the Department received eleven quality proposals, many from nationally recognized firms. Mr. Barclay explained that a review committee was established to consider the proposals, and interviews were conducted with the top four. He reported that the review committee overwhelmingly recommended the services of Thomas P. Miller & Associates. Mr. Barclay requested the Commissioners' approval of award of the contract for an economic development strategic plan to Thomas P. Miller & Associates for \$121,000.

Commissioner Shade commented that the plan produced will be a very detailed plan, customized for Allegany County, and should be completed within about six months from commencement.

Mr. Butler added that payment for the economic development strategic plan will come from the Department of Economic & Community Development's funds. He remarked that Thomas P. Miller & Associates are the gold standard when it comes to economic and workforce development and are a nationally recognized firm.

Upon Motion by Commissioner Shade, and seconded by Commissioner Valentine, the Board of County Commissioners agreed to award a contract to Thomas P. Miller & Associates, Indianapolis, Indiana, in the amount of \$121,000 to perform the scope of work described in their proposal submitted on May 31, 2018 for the Economic Development Strategic Plan; subject to approval of a final contract and authorize the issuance of a Notice to Proceed for the chosen firm.

Item 6 – Business Attraction Services Contract – Board of County Commissioners to approve a one-year contract with Greenwill Consulting Group, Annapolis, Maryland, in the amount of \$95,000 for Business Attraction Services, subject to the county's approval of a final contract; and authorize the President to execute the final contract – Jeffrey S. Barclay, Director of Economic Development, explained that his Department is very familiar with Greenwill Consulting Group and in fact already has the group under contract to represent Allegany County in Annapolis. Commissioner Shade confirmed with Mr. Barclay that the proposal figure includes all of the company's expenses, including travel.

Commissioner Brodie moved that the Commissioners approve a one-year contract with Greenwill Consulting Group, Annapolis, Maryland, in the amount of \$95,000 for Business Attraction Services, subject to the county's approval of a final contract, and authorize the President to execute the final contract. Commissioner Valentine seconded the Motion. Motion carried.

CONSENT AGENDA

As recommended by the County Administrator

With regard to Item 7 – Pipe Hunter Sewer Jetter Purchase, Commissioner Brodie asked that this Item be tabled for the present time until he can discuss it further with County staff. He explained that he was unaware of this Item before this evening.

Upon Motion by Commissioner Brodie, seconded by Commissioner Valentine, and duly carried, the Board of County Commissioners agreed to table Item 7 – Pipe Hunter Sewer Jetter Purchase, until a future meeting.

Upon Motion by Commissioner Valentine, seconded by Commissioner Brodie, and Motion carried, the Consent Agenda as to Items 8, 9, and 10 as recommended by the County Administrator is adopted.

Item 7 – Pipe Hunter Sewer Jetter Purchase – Board of County Commissioners to authorize the Allegany County Utilities Division to purchase a Pipe Hunter Sewer Jetter from Mid-Atlantic Machinery, Silver Spring, Maryland, in the amount of \$73,000. - **TABLED**

Item 8 – Two New Pick Up Trucks for Roads Division – Board of County Commissioners authorized the Allegany County Roads Division to purchase two new pickup trucks from Hertrich Fleet Services, Inc., Milford, Delaware, in the amount of \$23,387 each.

Item 9 – Property and Liability Insurance Renewal – Board of County Commissioners approved and authorized the President to sign an agreement with Travelers Insurance to renew Allegany County's Property and Liability coverage for Fiscal Year 2019.

Item 10 – Community Promotions – Board of County Commissioners authorized the County Finance Office to remit \$250 budgeted from the Community Promotions Account to support Miss Allegany County in the Miss Maryland Pageant 2018, and \$500 to Leadership Maryland 2018 Class for their upcoming Western Maryland Session.

County Administrator Brandon S. Butler introduced Commissioners Fellow Carter Imes, who will be working for Allegany County Government this summer. He also acknowledged Samantha Vega, whom he introduced at the last public business meeting, present this evening. Mr. Butler remarked on the great job both Mr. Imes and Ms. Vega are doing.

Commissioners' statements, comments, recognition –

Commissioner William R. Valentine reported on recent meetings of MACo and the Kirwan Commission. Commissioner Valentine mentioned that the Executive Director and the President of MACo will be in Allegany County next week to have lunch with County leadership. He also reported that tomorrow (Friday, July 13) he would be back in Annapolis to meet with the Kirwan Commission and commented that the County will need to keep a close eye on some of the very expensive proposals coming forth from that Commission.

Commissioner Creade V. Brodie, Jr. reminded everyone that the Allegany County Fair kicks off tomorrow (Friday, July 13) and encouraged everyone to attend. He also expressed thanks to Mr. Danny Williams, present in the audience, and the other Fire Police for their services at the Fair.

Commissioner Jacob C. Shade expressed his hope that the City of Cumberland is able to reach a deal with CSX over repair of the damaged bridges.

At this point in the meeting, **Maryland Delegate Michael W. McKay** presented a report on the 90-day 2018 Legislative Session in Annapolis. Delegate McKay provided each of the County Commissioners with a copy of his 90-Day Report, as well as a copy of the Annapolis Report from the Delegation. He told the Commissioners that he would glad to answer any questions they may have.

On behalf of the Board of Commissioners, Commissioner Brodie thanked Delegate McKay for keeping them well-informed.

Constituents – In order of sign-up sheet –

Ms. Jackie Sams, Cumberland, asked for information regarding the Office of Community Services. County Administrator Butler addressed her question. He described the Office of Community Services as a small experimental office, operated under his supervision. Mr. Butler explained that the County has been missing funding opportunities because of lack of a grant writer and added that the position will be advertised and posted to the public. He remarked that Allegany County needs to be proactive regarding workforce development.

Reminders/Upcoming Meetings –

Next Public Business Meeting – Thursday, July 26, 2018, 5:00 p.m.

Announcement – Allegany County Fair and Ag Expo (See News Release)

Announcement – Allegany County Transit in Service Training Day (See News Release)

ADJOURNMENT:

There being no further business to come to the attention of the Board, the meeting was adjourned at 5:30 p.m.

Jacob C. Shade, President

True Copy
Attest:

Cynthia A. Young
Recording Secretary



ALLEGANY COUNTY DEPARTMENT OF PUBLIC WORKS

701 Kelly Road, Suite 300
Cumberland, MD 21502
301-777-5933 FAX 301-777-2001
www.allconet.org

Adam

BOARD OF COMMISSIONERS

Jacob C. Shade, *President*
Create V. Brodie, Jr.
William R. Valentine

Paul F. Kahl, P.E.
Director of Public Works
Adam Patterson, P.E.
Deputy Director

STAFF REPORT

TO: Brandon S. Butler, Esq., County Administrator
FROM: Adam Patterson, P.E., Deputy Director *Adam*
CC: Paul Kahl, P.E., Director of Public Works *PFK*
DATE: July 2, 2018
RE: Washington Street Library Column Restoration Project
Award Construction Contract

For the Agenda of: July 12, 2018 Public Meeting

1. BACKGROUND

The County owns the Washington Street Library in Cumberland. Six (6) existing Doric columns on the front of the original building and two (2) Ionic columns on the addition are in need of restoration. The columns were last painted in 2003 and unfortunately, the existing paint system did not meet its life expectancy. The County solicited a request for interest in the column restoration project in May. The County received proposals from two (2) qualified contractors. The County held a pre-bid meeting at the library on June 7, 2018. Project specifications and bid documents were provided to both contractors during the meeting. The County opened bids on June 21, 2018. American Star Painting Company from Marietta, Ohio bid \$191,469.00 and Hoyman Painting Division of Glass Service from Cumberland, Maryland bid \$217,747.00. Both bids were considered complete and responsive.

2. ISSUES

N/A

3. FINANCIAL IMPACT

Allegany County previously obligated \$150,000 during the Fiscal Year 2017 Capital Improvement Program update. The additional funding needed for the project will come from the County's fund balance. If approved, a budget amendment will be needed at a later date.

4. ALTERNATIVES

Do not proceed with award of the project.

5. OTHER CONSIDERATIONS

N/A

6. CONFORMITY TO COUNTY POLICY

Conforms to County policy.

7. RECOMMENDATION

Approve the award of the Washington Street Library Column Restoration, Contract AC-WL-18(1) to American Star Painting Company, in the amount of \$191,469.00, and authorize the President of the County Commissioners to sign any and all necessary contract agreements or documents.

cc: File

Item 4

RESOLUTION 18-21

"Establishment of the Allegany County Office of Community Services"

WHEREAS, Allegany County Government is continuing to organize government to facilitate the development of opportunity for its citizens;

WHEREAS, workforce development remains of a vital interest to the continued growth of Allegany County;

WHEREAS, County Government's continued focus remains on providing relevant services that impact today's citizens and its future well-being.

NOW THEREFORE BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF ALLEGANY COUNTY MARYLAND, THAT:

1. Allegany County Government establish the Office of Community Services.
2. All organizational charts be amended to reflect the change.
3. Personnel designated to the office will directly report to the County Administrator and that the Rules and Regulations Governing Employees of Allegany County be amended to reflect the same.
4. The County Administrator is authorized to establish and/or reorganize supporting offices within Allegany County Government to provide the Office with the resources it needs to carry out its functions.

Adopted this 12th day of July, 2018

County Commissioners of Allegany County, Maryland

Jacob C. Shade, President

Creade V. Brodie, Jr. Commissioner

William R. Valentine, Commissioner