

EXECUTIVE SESSION – October 13, 2020

On a motion duly made by Councilmember E. Keller and seconded by Councilmember S. McIntire, the City Council unanimously agreed by voice vote of all members present to meet in closed session to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; #4 (Section 3-305(b)), on Tuesday, October 13, 2020 at 3:00 p.m. in the Council Chamber, 2nd floor, City Hall, Hagerstown, Maryland. Councilmember K. B. Aleshire was not present for the vote.

The following people were in attendance: Mayor R. E. Bruchey, II, Councilmember K. B. Aleshire, Councilmember A. Heffernan, Councilmember E. Keller, Councilmember L. C. Metzner, Councilmember S. McIntire, City Administrator Scott Nicewarner, Jason Morton, City Attorney, Michelle Hepburn, Director of Finance, Kathleen Maher, Director of Planning and Code Administration, Jonathan Kerns, Community Development Manager, Kaitlin Bell, Economic Development Specialist, Doug Reaser, Business Development Specialist, Paul Fulk, Neighborhood Services Manager, and Donna K. Spickler, City Clerk.

The meeting was held to discuss two business proposals. No formal action was taken at the meeting. On a motion duly made, seconded, and passed, the meeting was adjourned at 3:51 p.m.

110TH SPECIAL SESSION AND WORK SESSION – October 13, 2020

Mayor R. E. Bruchey, II called this 110th Special Session and Work Session of the Mayor and City Council to order at 4:00 p.m., Tuesday, October 13, 2020 in the Council Chamber at City Hall. Participating with the Mayor were Councilmembers K. B. Aleshire, A. Heffernan, E. Keller, L. C. Metzner, and S. McIntire, City Administrator Scott A. Nicewarner, and City Clerk D. K. Spickler.

110TH Special Session – October 13, 2020

On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote to meet in Special Session at 4:01 p.m.

Approval of a Resolution: Rental Contract with NIST for Use of Space in the Elizabeth Hager Center (14 N. Potomac Street)

Action: On a motion duly by Councilmember A. Heffernan and seconded by Councilmember S. McIntire, the Mayor and City Council unanimously agreed by voice vote to approve a resolution authorizing a rental contract between the National Institute of Standards and Technology (NIST) and

the City of Hagerstown. The rental contract will allow NIST to utilize designated space in the Elizabeth Hager Center (14 N. Potomac Street) for emergency drills and when an actual emergency prevents NIST from operating at their headquarters in Gaithersburg, Maryland. The agreement expires on September 30, 2021 and includes renewal options to extend the contract through 2025.

Approval of Purchase: City Park Tree Uplights – Total Project \$ 70,000.00 (ALC Weaver Electric, LLC, Hagerstown, MD - \$ 45,601.50 and Installation Supplies \$ 24,398.50)

Action: On a motion duly made by Councilmember S. McIntire and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote to approve Contract 20-CPTL-27 to ALC Weaver Electric, LLC in the amount of \$ 45,601.50 to install conductors and uplights. The Mayor and City Council further authorize up to \$ 24,398.50 for City staff to purchase and install conduit and handboxes and related items. This approval is consistent with the approved plan for holiday lighting in City Park.

Approval of Sale of Pumper: 1993 KME Pumper

Action: On a motion duly made by Councilmember A. Heffernan and seconded by Councilmember E. Keller, the Mayor and City Council unanimously agreed by voice vote to approve the sale of a 1993 KME Renegade pumper, for the sum of \$ 6,500.00. The offer to purchase the pumper comes via a broker, sold as-is, where-is. This amount exceeds the projected market value of a pumper of this age and condition. There is a broker fee of 5% for listing and marketing the pumper of \$ 325.00. HFD staff agrees that this is the best possible offer.

The Special Session was closed at 4:03 p.m.

Work Session – October 13, 2020

Proclamation – Character Counts! Week

Mayor Bruchey read a proclamation recognizing October 18-24, 2020 as Character Counts! Week in Hagerstown, Maryland. Carolyn Brooks, Character Counts! Coalition, accepted the proclamation. As part of the Character Counts! Principles, Ms. Brooks reminded everyone to remember what you say impacts everyone around you.

2020 Hagerstown Ice and Sports Complex Annual Report

Rodney Tissue, City Engineer, and Paul Sweeney, President of Hagerstown Ice Amateur Athletic Association (HIAAA), were present to provide the annual report for the

Ice and Sports Complex. Dan LaValliere, General Manager and Facility Manager, and Jesse Wisnouse, Board Member, were also present. Members of the HIAAA have managed the ice rink facility for the City since April, 2014. They presented their annual report as is required by the agreement.

Mr. Sweeney thanked the Mayor and City Council for their continued support of the HIAAA.

As a reminder to the Mayor and City Council, the agreement includes the following:

1. The City pays the utility bills at the rink, capped at \$ 85,000 per year
2. The HIAAA pays rent in the amount of \$ 36,000 per year
3. The City pays 75% for certain capital improvements at the rink as stipulated in the Agreement
4. The agreement with the HIAAA expires June 30, 2024

The HIAAA is a non-profit, 501c(3) organization that is a consortium of all the major user groups at the Ice Rink. Each member group has a voting member on the HIAAA. At-large board members also hold voting rights. The group was created in 2014 and formally took over operation of the rink on April 1, 2014. Several adult hockey teams use the rink and registration is at 508 individuals. There are 188 youth hockey participants throughout the year. There are two figure skating programs with 329 registered participants. Chad Ziegler, Hockey Director, has been successful with operating multiple youth programs.

Detailed analysis of separate rink functions continues to be examined by HIAAA board members, (ice usage, registrations, concessions, advertising, maintenance). Recommendations are made at monthly board meetings. HIAAA Board members chair each subcommittee to ensure a fair workload and input from each user group and volunteers. The physical state of the ice and boards is in very good condition. The ice was taken out and put back in two weeks this spring, which allowed for maintenance and rink repairs.

All bills, as of September, 2020, are current. The HIAAA received small business loans to keep funding payroll throughout the COVID-19 closure. Their re-opening phases are focused on customer and employee safety, in consultation with the City and local health officials. They continue to make monthly payments on the Zamboni, purchased in FY 17/18.

Future maintenance needs include an energy efficient ceiling and dehumidifier replacement.

The vision for 2020-2021 includes the following:

1. COVID-19 Awareness: Continue to operate the rink in a safe environment. Draft strategies for potential closure if there is a surge in Maryland/Washington County cases.
2. Travel Youth and Adult Tournaments: Partnering with local businesses to offer discounts for visitors (restaurants, hotels)
3. Roller Hockey: continuing to grow roller hockey in Hagerstown

To take the facility to the next level another sheet of ice is needed. Additional ice time allows for more teams and individuals to participate in ice sports at reasonable hours. A planning subcommittee has met over the past three years to assess costs and procedure recommendations for moving forward. The Rink Expansion Committee has made progress with fundraising efforts and initial design concepts.

Councilmember Heffernan asked if there is a way to do fundraisers during tournaments in order to build a fund to offset the high cost of needs such as the dehumidification system. Mr. Sweeney indicated there would not be a reason not to. He also suggested placing notices of fundraising needs in the locker rooms.

Councilmember Heffernan asked how many tourism dollars the ice rink brings in. Mr. Sweeney stated during normal times there are teams from Frederick, Maryland and beyond participating. Members of the teams visit local restaurants and most likely stay overnight. Councilmember Heffernan suggested approaching the Visitor's Bureau to see if funds are available for the ice rink.

Mayor Bruchey thanked the group for the presentation. The ice rink is a shining star for Hagerstown.

FY21 Budget Review and FY22 Preliminary Budget: General Fund (GF) Agency Contributions

Michelle Hepburn, Director of Finance, was present to review the FY21 budget and to review General Fund Agency Contributions in compliance with City policy.

Staff last discussed GF Agency Contributions during the July 7, 2020 Work Session. The FY21 budget was approved with pre-COVID data and included a total of \$ 284,600 for Agency Contribution dollars. The originally funded agencies are as follows:

1. Art Museum	\$ 50,500
2. Brooke's House	\$ 28,100
3. Community Rescue Service	\$ 45,000
4. Discovery Station	\$ 2,500
5. Doleman Black Heritage Museum	\$ 12,000
6. Hagerstown Municipal Band	\$ 18,000
7. Hagerstown Neighborhood Development Partnership	\$ 30,450
8. Maryland Symphony Orchestra	\$ 17,550
9. Maryland Theatre	\$209,000
10. Washington County Free Library	\$ 31,500

Ms. Hepburn noted the amount included in the FY21 budget for Agency Contributions is \$ 226,000. The budget was approved as presented, and the Mayor and City Council directed staff to wait to make any adjustments until October when updated information may have been available.

Councilmember Metzner pointed out the agencies have received \$ 2.2 million in Federal aid while the City has not received any aid. He does not support using reserve funds to provide contributions to agencies that have reserve funds themselves. Many of the agencies have reduced expenses due to closures. He stated the Fine Arts Museum, the Municipal Band, and the Maryland Theatre are the key and integral parts of Hagerstown.

Mayor Bruchey noted the Municipal Band reported to the City that they did not need funding this year. Ms. Hepburn stated they cancelled the season and informed the City that they did not need the funds this year. However, they asked to be included in the next year's agency contribution list. The City of Hagerstown is one of the Municipal Band's lone funding sources.

Councilmember Aleshire pointed out that some of the agencies have received more from the stimulus funding than is well above their normal operations. He recommended not providing any agency contributions at this time. The City is much further behind, as are its citizens, and does not have the capacity to easily make it up.

Mayor Bruchey stated agency contributions could be revisited if a third stimulus bill is passed and it includes aid for municipalities. He is interested in knowing what aid has been received by these agencies.

Ms. Hepburn stated letters are sent to agencies each year in May advising them the amount they will be receiving from the City. This year, letters were sent indicating future contributions were unknown. If the amount is set at zero and the City receives some other funding, this can certainly be reviewed.

Mayor Bruchey stated if an agency has a critical need, contributions could also be reviewed.

It was the general consensus to not include Agency Contribution funding in the proposed FY22 budget at this time. In addition, no other agencies will be added to the list or to the funding plan. If the City of Hagerstown receives Federal aid, this will be reviewed.

Councilmember Aleshire stated if an agency has a critical need or issue, they should contact the City to discuss possibilities for assistance.

CITY ADMINISTRATOR'S COMMENTS

Scott A. Nicewarner, City Administrator, announced S. Potomac Street will be closed for street dining on October 17, 2020 and October 18, 2020. This is the last scheduled weekend. Plans for November are being evaluated.

MAYOR AND COUNCIL COMMENTS

Councilmember K. B. Aleshire had no additional comments.

Councilmember A. Heffernan stated it has been a pleasure to go around Hagerstown campaigning and talking to people. He is glad people are interested in Hagerstown and want to talk about what is happening. He stated he is pro-police. One resident commented they were having trouble finding a job after being released from prison. Councilmember Heffernan suggested looking at programs that can be implemented to give people a second chance and to remove the stigma of being a convicted felon.

Councilmember E. Keller had no additional comments.

Councilmember L. C. Metzner had no additional comments.

Councilmember S. McIntire announced the next Washington County Recovers event will be held on October 28, 2020 from noon to 7:00 p.m. at the University System of Maryland and the Burobox. Access to immediate assistance is provided to those wanting help. This is a blossoming event that provides treatment access to individuals in need.

Mayor R. E. Bruchey, II stated the recipients of the 4th Annual Public Safety Awards have been announced. He congratulated Fire Chief Steve Lohr for being awarded the Public Safety Distinguished Service Award and Lieutenant Mark Renner for being awarded the Lifetime Achievement Award. Many other City fire fighters and police officers will also be recognized during a ceremony in November.

There being no further business to come before the Mayor and City Council, on a motion duly made, seconded and passed, the meeting was adjourned at 4:52 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler
City Clerk

Approved: November 17, 2020