APPENDIX I

Documentation of Public Process
AGENDA

WASHINGTON COUNTY DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT

EARLY ACTION COMPACT PUBLIC MEETING

Washington County Administrative Annex Conference Room
80 West Baltimore Street, Hagerstown, Maryland
February 25, 2004 at 6:00 p.m.

I. Opening Comments - Washington County

II. Presentation - MDE

III. Public Comment

IV. Adjournment
## Agenda

- Update since December 16, 2003 presentation to Commissioners
- Stages of EAC Process
- Consequences for Failure to Attain
- Ozone Monitor Data
- Control Measures for Action Plan
  - Implemented
  - Scheduled for implementation
- Contingency Measures
- County Action Items

## Stages of EAC Process

- **Develop Compact.**
  - By December 16, 2003
- **Submit initial list of local control measures.**
  - By June 16, 2003
- **Biannual EAC progress reports.**
  - By June 30, 2003
- Perform technical modeling of local control measure options.
  - Joint effort with MD, VA (thest), and WV
  - By August 31, 2003 (EPA granted extension)
- **Biannual EAC progress reports.**
  - By December 11, 2003

## Stages of EAC Process (cont.)

- Obtain Stakeholder input & Public Meeting
  - By January 14, 2004
  - By February 21, 2004
- County Commissioner's Approval
  - By March 31, 2004
- Submit final EAP, with full descriptions, analysis, and
  modeling of local control measures.
  - By March 31, 2004
- Incorporate EAC control measures into state SIP.
- Submit revised SIP to EPA (MDE).
  - By December 31, 2004

## Stages of EAC Process (cont.)

- EPA to take action on any SIP revisions
  - Submitted by Dec. 2004 deadline.
  - By September 30, 2004
- Deadline to implement EAP control measures.
  - By December 31, 2005
- Deadline to attain the 8-hour Ozone Standard.
  - By December 31, 2007

## Failure to Attain by 2007

- Area classified as ozone non-attainment, classified
  same as Washington, DC (likely Serious)
- Subject to new air quality related requirements
  - SIP Planning
  - Transportation Conformity
  - Economic Development
  - Emission Offsets
- New pollution control programs may be needed to
  reach attainment
Ozone Monitors in Maryland

Washington Co. Design Value
- 8-Hour Ozone Standard 0.085 ppm
- Design Value 2001-2003
  - Average of 4th MAX over 3-years
  - 0.067 ppm

Wash Co. Days over Standard

Control Measures for Action Plan
- VMT and Trip Reduction Measures
  - Ride Sharing / Commuter Connections
  - Transit Programs
  - Telework Center / Telecommuting
  - Park and Ride Lots
  - E-government / E-commerce Enhancements
  - New Jobs Tax Credits
  - Growth Management Programs
  - Clean Air Partners / Public Education Outreach
  - Ozone Action Days
  - Air Quality Information Web-Site

Control Measures for Action Plan
- Traffic Flow Improvements
  - Incident Management / ITS
  - SHA Programmed Projects
    - Intersection Improvements
    - Interchange Improvements
    - Signal System Enhancements

Control Measures for Action Plan
- State OTR Programs
  - Vehicle Emissions Inspection Program (VEIP)
  - Consumer Products (CP)
  - Architectural and Industrial Maintenance (AIM)
  - Portable Fuel Containers (PFC)
  - Major Stationary Sources – RACT
Control Measures for Action Plan

- Other State and Local Programs
  - Low Emissions Highway Marking Paint
  - Landfill Vehicle Replacements
  - NLEV
  - Fleet Replacements (7)
  - Bus Replacement (13)
  - Bus Engine Upgrades (6)

Control Measures for Action Plan

- Federal Control Programs
  - Tier 2 Vehicles
  - NOx Standards
  - Off-road engine standards
  - Low sulfur gasoline and diesel fuel
  - NOx SIP Call (upwind stationary sources)

Contingency Measures

- MOE / Government MOU for Alternate Work Schedules for Employees
- Low RVP or RFG Program
- State Sponsored - Diesel Vehicle Controls
  - Idling Restrictions
  -opacity Testing
  - Voluntary Outreach programs
- Gas can and lawnmower replacements

Washington Co Actions

- Review and identify any additional control measures
- Hold stakeholder / public meeting Feb. 25, 2004
- County Commissioners Approval of EAC Action Plan by mid-March, 2004
- Submit Final EAC by March 31, 2004
- Implement Plan
The Washington County Department of Planning & Community Development

EARLY ACTION COMPACT PUBLIC MEETING

Wednesday, February 25, 2004 - 6:00 p.m.

SIGN-IN SHEET

<table>
<thead>
<tr>
<th>Name / Organization / Address / Telephone Number</th>
<th>E-Mail Address</th>
</tr>
</thead>
</table>
| **1. Victoria Hack**
St. Lawrence Cement
1260 Security Rd
Hagerstown, MD 21742
301-739-1150 ext 205 | vmock@stlawrencecement.com |
| **2. Joe Swite**
SIERRA CLUB
87 CHESTNUT AVE
Boonsboro, MD 21713
301-433-2166 | Jim7N Bear
@AOL.COM |
| **3. Ron Vitkin**
Yoel Bear's Tellytune Room
16517 Lappans Rd.
Williamsport, MD 21795
301-223-7117 | Ron@Tellytune.com |
| **4. Jill Baker**
24A West G. Planning
80 W. Main St.
Hagerstown, MD 21740 | jbaker@washco-md.net |
| **5. Mike Nixon**
Maryland Dept. of Transportation
410-805-1295 | m.nixon@mdot.state.md.us |
| **6. Howard Simmons**
410-865-1296 | H_simons@mdot.state.md.us |
| **7. Jim Laird**
1903 Maplewood Dr.
Hagerstown, MD 21740 | Jslaird@verizon.net |
| **8. Steve Goodrich**
Interim Planning Director for WASH CO. | stgoodrich@washco-md.net |
<table>
<thead>
<tr>
<th>Name / Organization / Address / Telephone Number</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>240 313-2430 Sandy Coffman / Adm 3st Asst-Planning Dept.</td>
<td></td>
</tr>
<tr>
<td>15529 Natural Well Rd. Terry Shadders Williamsport Md. 341-223-655</td>
<td></td>
</tr>
<tr>
<td>16286 Spiller Rd. Barbara Moreland Williamsport-Md. 341-973</td>
<td></td>
</tr>
<tr>
<td>810-227-7834 Randy Moser - MDE</td>
<td></td>
</tr>
<tr>
<td>310-325-2525 Victor Blackwell - NBC/25 News</td>
<td></td>
</tr>
</tbody>
</table>
WASHINGTON COUNTY DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
EARLY ACTION COMPACT STAKEHOLDER INPUT AND PUBLIC MEETING
FEBRUARY 25, 2004

The Washington County Department of Planning and Community Development held a stakeholders public meeting in the Washington County Administrative Annex Conference Room located at 80 West Baltimore Street, Hagerstown, Maryland on Wednesday, February 25, 2004 at 6:00 p.m. The stakeholder Input and public meeting was scheduled to discuss the Early Action Compact process for Washington County and to obtain input and answer any questions pertaining to the Early Action Plan.

Present were: Howard Simons, Air Quality Programs Manager – MDDOT; Mike Nixon, Regional Planner – MDDOT; Randy Mosier, Maryland Department of the Environment; Stephen T. Goodrich, Washington County Interim Planning Director and MPO Coordinator; Jill Baker, Associate Planner and Sandy Coffman, Administrative Assistant, Washington County Planning and Community Development. Citizens of Washington County were also in attendance.

OPENING COMMENTS

Mr. Howard Simons, Air Quality Programs Manager for the Maryland Department of Transportation, welcomed those in attendance and introduced the members of the panel. He explained that the Early Action Compact (EAC), led to the Early Action Plan, which is in the final stages of completion. If the Plan is approved by the Environmental Protection Agency (EPA), it will enable the County to remain in attainment for the 8-hour standard for air quality. This action will have a positive affect on the transportation improvements, as well as, economic development for the County. The County would not be encumbered by the requirements that are normally made for transportation and economic development in non-attainment areas. Tonight’s meeting is a review of the basic points of the Early Action Compact process.

PRESENTATION

Mr. Simons provided the PowerPoint presentation on the Early Action Compact for Washington County.

Agenda

The meeting will provide an overview of what has taken place in the past. Stages of the Early Action Compact process and the consequences of being in non-attainment. Also, the ozone monitoring data, control measures in the Action Plan, control measures that have been implemented and those measures that are recommended for implementation in the County. The contingency measures by the EPA will also be discussed, in case the County does not reach attainment by 2007.

Stages of EAC Process

- Develop Compact - In December 2002, a letter was sent to the EPA, stating that Washington County would like to participate in the process, which would allow it to remain in attainment.
- Submitted an initial list of local control measures - (June 16, 2003)
- Biannual EAC progress reports - (June 30, 2003)
- Perform technical emission modeling of local control measures - This is a joint effort with MD, VA and WV to show the EPA that Washington County and some other counties in the region will be in attainment by the required deadline in 2007.
- Biannual EAC progress reports - (December 31, 2003)
- County Commissioners’ Approval - Previously met with the Washington County Commissioners on two prior occasions. Anticipated approval by mid-March, 2004.
- Submit final Early Action Plan to EAP - *(Due March 31, 2004)*
- EPA to take action on any SIP revisions, by September 2005
- Deadline to Implement EAP control measures - Measures identified in the EAP must be in place by December 31, 2005.
- Deadline to attain the 8-hour Ozone Standard – *(Deadline - December 31, 2007)*

**Failure to Attain by 2007**

- First, the County would be classified as ozone non-attainment and would carry the same classification as Washington, DC
- The County would be subject to new air quality requirements, which would result in:
  - Numerous Meetings, Delays in Projects
  - More Costs in Transportation/State Implementation Plan (SIP) Planning
  - Transportation Conformity Process
  - Economic Development Impacts (More difficult for businesses to expand or to locate in the County)
  - Emissions Offsets
- New pollution control programs may be needed to reach attainment

**Ozone Monitors in Maryland**

Mr. Simons explained a map showing the different locations of the air quality monitors throughout the State of Maryland. Washington County’s monitor site is located at the Hagerstown Prison Complex off of Roxbury Road.

**Washington County Design Value**

- EPA measures the 8-hour ozone level by averaging every 3 years, at the standard of 0.085 parts per million (ppm).
  - Ozone is a gas caused mostly by the formation of volatile organic compounds (VOC) and nitrogen-oxides (NOx), combining in the atmosphere. Ozone is the substance that helps block ultraviolet rays, but on Earth it makes it harder to breathe, and helps to cause greenhouse effects.
- The Design Value of 2001 - 2003
  - Washington County - Average of 4th max over 3-years and is just above the threshold at 0.087 ppm. The County is close to being in attainment now, with the 8-hour standard. Because the County is so close to the 8-hour standard, and the fact that the County was in attainment for the 1-hour standard, the EPA is providing an opportunity for the County to meet the 8-hour standard by 2007. Therefore avoiding the conformity requirements. If attainment is not met, the County would go into non-attainment. Washington County is the only county in the State of Maryland that is entering the Early Action Compact.

**Washington County - Days over Standard**

Mr. Simons explained the graph that depicted the number of days that Washington County was over the 8-hour standard. It indicated that only 18 days were over the standard in 2002, which occurred during the summer months.

**Control Measures for Action Plan**

- VMT and Trip Reduction Measures:
  - **Measures Implemented:**
    - Ride Matching/Commuter Connections *(Citizens in Washington Co. utilize this service)*
    - Transit Programs *(i.e. County Commuter & Turning Point)*
Telework Center/Telecommuting (Center located in Hagerstown)
Park and Ride Lots (State Highway Administration has 8 lots)
E-Government/E-Commerce Enhancements (County utilizing Web-Site)
New Jobs Tax Credits (Provides tax credits for businesses of a certain size who create jobs for residents of Washington County, which reduces the number of people commuting)
Growth Management Programs (Consolidate development — i.e. Hopewell Valley)

Items to be Implemented:
These measures are low cost or no cost items that would be implemented by the County. The EPA is looking for the Counties to help themselves to achieve attainment.

Clean Air Partners / Public Education Outreach - (Currently in place in Baltimore/Washington regions)
Clean Air Partners is an umbrella organization that involves the business sector and local governments to coordinate developing strategies. This measure would bring Washington County into that arena of helping to form voluntary strategies for educating the public.

Ozone Action Days
Mr. Simons explained that on poor air quality days, notification will be given to Washington County to take certain actions, such as limit refueling cars until after 4:00 p.m., no roadway stripping, etc.) Mr. Moser added that a number of businesses in the Baltimore/Washington area have voluntarily agreed to participate with the Ozone Action Days. The EPA has a team of meteorologists that provides a daily forecast at 4:00 p.m. on the air quality for the next day. When a poor air quality day is forecasted, at a minimum, businesses would send out a notification via an E-mail to their employees and encourage them, if they have the option at their workplace, to telework or carpool, bring a packed lunch, etc. Additionally, Counties encourage their citizens to take additional actions, such as not mowing the lawn, combining trips, and postponing other activities. The MDE and MOOT will be working with the Washington County Planning Office to come up with recommendations on particular items that they would like to see implemented.

Air Quality Information Web-Site
The County's web-site would provide information to the citizens on such diverse items as what the air quality is for that particular day, transit routes, where to access information on telecommuting, and ride sharing. Washington County would take a look at other web-sites and handpick those items that they would want to include as information for the businesses and citizens of Washington County.

Traffic Flow Improvements:

- Incident Management/ ITS - (VMS Boards which inform the public of traffic problems, SHA vehicles assist motorists and help move vehicles off the roadway to open lanes, which can help prevent congestion and air quality problems)

- SHA Programmed Projects
  - Intersection Improvements
  - Interchange Improvements (i.e. I-70 & I-31 Interchange is being improved)
  - Signal System Enhancements (i.e. progression on traffic signals, particularly in Hagerstown)

State OTR Programs:

- Vehicle Emissions Inspection Program (VEIP)
- Consumer Products (CP) - (i.e. spray cans)
- Architectural & Industrial Maintenance (AIM) - (i.e. reformulating paint)
- Portable Fuel Containers (PFC) - (new containers designed to mitigate any spillage)
- Major Stationary Sources (RACT)
Other State & Local Programs:

- **Low Emissions Highway Marking Paint** (SHA uses low emission paint that is even lower than the standards)
- **Landfill Vehicle Replacements** (County is replacing with cleaner vehicles)
- **NELV Program** (Part of the Northeast Low Emission Vehicle program since 1999)
- **Fleet Replacements** (SHA is replacing 7 of their trucks for cleaner ones)
- **Bus Replacements** (County Commuter & Turning Point are replacing 13 buses for ones that meet a more stringent, cleaner standard)
- **Bus Engine Upgrades** (County Commuter is replacing 6 bus engines that will be cleaner)

Federal Control Programs:

- **TIER2 Vehicles** — Supercodes the NLEV. Many 2004 vehicles will be at the TIER2 standards, which is more stringent.
- **HDE Standards** — More stringent rules for the heavy duty diesel trucks.
- **Off-Road Engine Standards** — Engine standards in place or slowly implemented from lawn mowers to heavy duty off-road equipment.
  - **Low Sulfur Gasoline & Diesel Fuel** — Provides cleaner emissions
  - **NOx SIP Call** — One of the problems faced, particularly by Washington County, is the transport emissions that are coming in from points west blowing here from power plants and other sources.

**Contingency Measures**

Measures identified to be put in place in the future, if and when, Washington County does not reach attainment in 2007:

- **MDE/Gov't MOU—Alternate Work Schedules for Employees**
- **Low RVP or RFG Program** (Reformulated gasoline program)
- **State Sponsored Diesel Vehicle Controls:**
  - Idling Restrictions
  - Opmacy Testing
  - Voluntary Outreach Programs
- **Gas Can & Lawnmower Replacements**

**Washington County Actions**

- Currently reviewing/identifying any additional control measures for the County Commissioners to consider
- **Hold stakeholder & public meeting (tonight)** to obtain citizen input
- **County Commissioners' approval of Early Action Plan**
- **Submit final Early Action Plan to EPA by March 31, 2004**
- implement the Plan
- **GOAL: Attain the 8-hour Ozone Standard by December 31, 2007**
PUBLIC COMMENTS AND QUESTIONS

Several Washington County citizens were in attendance. The following is a summary of some of the issues discussed:

Q: Is there any natural reaction, or atmospheric movement that would remove the ozone?

Air currents carry ozone away, but on extremely hot days with no air movement, the ozone becomes stagnant and stays, however; it will dissipate when the air starts to move.

Q: On the Ozone Action Days, who is responsible for notifying the County government to then notify the general public, including the medical and elderly facilities, childcare centers, and the media?

The ozone season in Maryland is between May and the end of September. During that time period, by 3:00 p.m. each day, a team of meteorologists at MDE provides an ozone forecast for the next day, based on regional analysis. MDE would send this information to Washington County to be disseminated out to different organizations in the County. Typically, MDE gathers as many e-mails and fax numbers as possible for a given County to directly notify the different organizations and facilities and usually a plan is set up for each County. If Washington County enters the EAP process, MDE will make site visits with different organizations throughout the County and will work with the County to further educate its citizens.

Q: Is it a good idea to have an additional monitoring site in the County or close by, as a backup system?

The monitor is owned and operated by the MDE under Federal guidelines for its placement. The monitors are consistent and run rather smoothly. Ozone is a regional problem and the information obtained by one monitor is reflective and encompasses a much larger area.

Q: Does the State of Maryland or EPA ever monitor the air quality along the I-81 corridor?

There is some odd phenomena’s that take place when a monitor is placed close to a roadway, particularly for ground level ozone. For other pollution such as fine particulate matter you may find times of elevated spikes that are not necessarily reflective of what is going on and placing a monitor close to a roadway for ozone would not necessarily be reflective of that.

The heavy-duty engine rule and cleaner sulfur fuel will reduce the emissions in the heavy-duty trucks traveling on I-81. The low sulfur fuels will reduce the particulate matter even in the older engines to some extent. The national requirements will also help to reduce the amount of transported pollution.

Q: Referring to idling restrictions, is there any monitoring near truck terminals or truck stops?

By the combined efforts of the Maryland State Police, MDOT, and MDE "opacity testing" is currently being conducted on a voluntary basis. The diesel smoke from the stacks of the trucks is registered, and if the opacity is too high, the trucking company is notified to repair the engine. Idling restrictions are currently being examined, and restrictions will be less important as the engines get cleaner. Information on the opacity-testing program is on MDE’s Web-site.

Q: Since cars are required to participate in the VEIP, why isn’t trucks required?

Vehicles are required to participate under Federal requirements and those requirements do not apply to diesel engines.

Q: A resident that lives close to I-81, expressed her concerns regarding a “black coating” on her house and the potential health hazards of breathing poor air and questioned if there is anything that can be done?

Mr. Simon explained that what she is noticing is not ozone, but it is the particulate matter (PM) and is the same matter that is causing the opacity, and he cannot say it is all coming from truck traffic, which is totally different from the ozone. It could also be fine dust from roadway projects, or other factors. Several items such as the low sulfur fuels, cleaner diesel trucks and the TIER2 program addressing the emissions on vehicles will lower the PM.

Particulate matter would be a more significant health hazard, particularly the PM-2.5 particulates, which are very small particles. Baltimore has a number of PM monitors that are above the standard for fine particulate, along with some outlying areas in northern Anne Arundel and Montgomery counties, but MDE is not finding levels above the standard outside of that area that are being monitored. MDE will be placing a monitoring station at a high elevation site in Frostburg that will be looking at the fine particulate matter. It will be an intensive study area to get a better
PUBLIC COMMENTS AND QUESTIONS

Several Washington County citizens were in attendance. The following is a summary of some of the issues discussed:

Q: Is there any natural reaction, or atmospheric movement that would remove the ozone?

Air currents carry ozone away, but on extremely hot days with no air movement, the ozone becomes stagnant and stays, however; it will dissipate when the air starts to move.

Q: On the Ozone Action Days, who is responsible for notifying the County government to then notify the general public, including the medical and elderly facilities, childcare centers, and the media?

The ozone season in Maryland is between May and the end of September. During that time period, at 3:00 p.m. each day, a team of meteorologists at MDE provides an ozone forecast for the next day, based on regional analysis. MDE would send this information to Washington County to be disseminated out to different organizations in the County. Typically, MDE gathers as many e-mails and fax numbers as possible for a given County to directly notify the different organizations and facilities and usually a plan is setup for each County. Once Washington County enters the EAP process, MDE will make site visits with different organizations throughout the County and will work with the County to further educate its citizens.

Q: Is it a good idea to have an additional monitoring site in the County or close by, as a backup system?

The monitor is owned and operated by the MDE under Federal guidelines for its placement. The monitors are consistent and run rather smoothly. Ozone is a regional problem and the information obtained by one monitor is reflective and encompasses a much larger area.

Q: Does the State of Maryland or EPA ever monitor the air quality along the I-81 corridor?

There are some odd phenomena's that take place when a monitor is placed close to a roadway, particularly for ground level ozone. For other pollution such as fine particulate matter you may at times see elevated spikes that are not necessarily reflective of what is going on and placing a monitor close to a roadway for ozone would not necessarily be reflective of that.

The heavy-duty engine rule and cleaner sulfur fuel will reduce the emissions in the heavy-duty trucks traveling on I-81. The low sulfur fuels will reduce the particulate matter even in the older engines to some extent. The national requirements will also help to reduce the amount of transported pollution.

Q: Referring to idling restrictions, is there any monitoring near truck terminals or truck stops?

By the combined efforts of the Maryland State Police, MDOE, and MDE "opacity testing" is currently being conducted on a voluntary basis. The diesel smoke from the stacks of the trucks is registered, and if the opacity is too high, the trucking company is notified to repair the engine. Idling restrictions are currently being examined, and restrictions will be less important as the engines get cleaner. Information on the opacity-testing program is on MDE's Web-Site.

Q: Since cars are required to participate in the VEIP, why isn't trucks required?

Vehicles are required to participate under Federal requirements and those requirements do not apply to diesel engines.

Q: A resident that lives close to I-81, expressed her concerns regarding a "black coating" on her house and the potential health hazards of breathing poor air and questioned if there is anything that can be done?

Mr. Simons explained that what she is noticing is not ozone, but it is the particulate matter (PM) and is the same matter that is causing the opacity, and he cannot say if all coming from truck traffic, which is totally different from the ozone. It could also be fine dust from roadway projects, or other factors. Several items such as the low sulfur fuels, cleaner diesel trucks and the TIER2 program addressing the emissions on vehicles will lower the PM.

Particulate matter would be a more significant health hazard, particularly the PM-2.5 particulate, which are very small particles. Baltimore has a number of PM monitors that are above the standard for fine particulate, along with some outlying areas in Northern Anne Arundel and Montgomery counties, but MDE is not finding levels above the standard outside of that area that are being monitored. MDE will be placing a monitoring station at a high elevation site in Frostburg that will be looking at the fine particulate matter. It will be a intensive study area to get a better
understanding of what pollutants are being generated locally and what is being brought into our region. A “haze-cam” will also be utilized to provide an optical visual of air quality. There are several items that MDE is employing to take a more intensive look in the western area of Maryland.

Q- Does the Hagerstown monitor also monitor fine particulate matter? If not, could such a monitor be placed in Washington County?

The Hagerstown monitor is only for monitoring ozone levels. Recently a core study was performed and the problem areas were perceived to be in the urban centers. Some monitors around Baltimore will be moved out, redistributed, or disbanded, and more monitors throughout the State is being explored daily.

Q- If PM-2.5 is worse, is there any particular urgency by the State to implement requirements?

MDE is waiting for the EPA to provide additional guidelines to address that issue. The Governor of Maryland recently sent a letter to EPA submitting what the MDE's recommendations were, based upon their data, as to what areas will be in non-attainment for PM-2.5.

Q- Since Washington County is an agricultural community, is there information on the impact of air pollution problems on agricultural crops or livestock?

The University of Maryland has completed many studies on the impact of ozone upon vegetation and would be a resource for additional information.

Q- Do trees remove ozone pollution?

Mr. Simmons stated that it is a “double-edged sword.” It depends on the age, type of tree, and other factors. A large percentage of volatile organic compounds do come from isoprene, which are released by vegetative matter, as a natural part of their chemistry system. Recently in New York City, a study was conducted on planting trees in urban environments to help reduce the amount of ozone and the urban heat island effect.

In closing, a citizen read he thoughts on the overall air pollution problems and the related health factors and he cited some ways to address it such as: land use, better transportation systems, and the need for incentives and disincentives to address the problem.

ADJOURNMENT

Mr. Simon thanked those in attendance for their comments. There being no further business, the meeting adjourned at 7:35 p.m.
Early Action Compact (EAC) Conference Call (012004)

Date: January 20, 2004
Time: 10:00 A.M. – 10:30 AM
Attendees:
- MDE: Matthew Seybold and Michael Woodman
- EPA Region 3: Todd Ellsworth
- Virginia: Kirit Chaudhari and staff modelers
- West Virginia: Fred Durham
- UMCP: Jeff Stehr

- The purpose of the call was to determine if the EAC modeling process was still on schedule and to find out if any problems were slowing the modeling process down.
- Discussed during the call were the following:
  - Todd Ellsworth acknowledged he received the EAC modeling protocol from VA.
  - Maryland was unaware of VA submitting the EAC modeling protocol to EPA Region 3.
  - Maryland requested a copy of the EAC modeling protocol.
  - Todd thought it would be good for the modeling protocol to be from all three individual states or a joint effort.
  - Kirit seemed to be unaware that Maryland was going to be included in VA’s EAC modeling effort.
  - Unsure if Maryland needs to submit its own modeling protocol or not. Need to follow up with Todd.
  - Todd wanted a robust number of modeling days for the Rate of Reduction Factors (RRF).
  - Total modeling days will include August 8 – 18, 1999 and the dates of the episode will be August 12-13, 1999.
  - VA anticipates completing the 2007 projected inventory shortly.
  - The 2007 projected inventory will be based off the 1999 inventory.
  - Kirit will be giving a presentation on the EAC modeling process on February 6, 2004 at the joint MWCOC/TAC Meeting.
  - Todd wanted to be notified of any problems encountered with the inventory.
  - A suggestion of having a possible meeting on EAC modeling in VA.
  - Todd suggested having another EAC modeling conference call in February.
understanding of what pollutants are being generated locally and what is being brought into our region. A "haze-cam" will also be utilized to provide an optical visual of air quality. There are several items that MDE is employing to take a more intensive look in the western area of Maryland.

Q- Does the Hagerstown monitor also monitor fine particulate matter? If not, could such a monitor be placed in Washington County?

The Hagerstown monitor is only for monitoring ozone levels. Recently a core study was performed and the problem areas were perceived to be in the urban centers. Some monitors around Baltimore will be moved out, redistributed, or disbanded, and more monitors throughout the State is being explored daily.

Q- IF PM-2.5 is worse, is there any particular urgency by the State to implement requirements?

MDE is waiting for the EPA to provide additional guidelines to address that issue. The Governor of Maryland recently sent a letter to EPA submitting what the MDE’s recommendations were, based upon their data, as to what areas will be in non-attainment for PM-2.5.

Q- Since Washington County is an agricultural community, is there information on the impact of air pollution problems on agricultural crops or livestock?

The University of Maryland has completed many studies on the impact of ozone upon vegetation and would be a resource for additional information.

Q- Do trees remove ozone pollution?

Mr. Simmons stated that it is a “double-edged sword.” It depends on the age, type of tree, and other factors. A large percentage of volatile organic compounds do come from isoprenes, which are released by vegetative matter, as a natural part of their chemistry system. Recently in New York City, a study was conducted on planting trees in urban environments to help reduce the amount of ozone and the urban heat island effect.

In closing, a citizen read he thoughts on the overall air pollution problems and the related health factors and he cited some ways to address it such as: land use, better transportation systems, and the need for incentives and disincentives to address the problem.

ADJOURNMENT

Mr. Simon thanked those in attendance for their comments. There being no further business, the meeting adjourned at 7:35 p.m.
February 17, 2004
Hagerstown, Maryland

The Commissioners participated in the State of the County forum sponsored by the Hagerstown/Washington County Chamber of Commerce at the Sheraton Four Points Hotel at 7:30 a.m.

The regular meeting of the Board of County Commissioners of Washington County, Maryland, was called to order at a.m. by President Gregory I. Snook with the following members present: Vice President William J. Wivell and Commissioners James F. Kercheval, John C. Munson, and Doris J. Nipps.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was delivered by Commissioner Snook followed by the Pledge of Allegiance to the Flag by the full assemblage.

APPROVAL OF MINUTES – FEBRUARY 10, 2004

Motion made by Commissioner Wivell, seconded by Nipps, to approve the minutes of February 10, 2004, as amended. Unanimously approved.

INTRODUCTION OF NEW EMPLOYEES

Dee Hawbaker, Human Resources Administrator, introduced new County employees Joel Footen (Sheriff’s Department), Michelle Rupp (Secretary’s Office), Terri Shoemaker-Kreit (Budget & Finance), and Cynthia Langwell (Secretary’s Office). The Commissioners welcomed the new employees and wished them well in their new positions.

COMMISSIONERS’ REPORTS AND COMMENTS

Commissioner Kercheval reported on the Planning Commission meeting. He stated that the Planning Commission for reviewing the individual zoning requests and that their recommendations would be coming before the Commissioners in the near future. The Commissioners agreed to schedule public hearings for the 37 properties in question. They directed the Planning Commission to make a recommendation on the best way to structure the hearings. Commissioner Kercheval stated that he attended the Smithsburg Volunteer Fire Company banquet and the Miss Maryland Scholarship Foundation and Parent-Child Center fundraiser. He also reported on the Economic Development Commission (EDC) meeting and informed the Commissioners that the EDC would like the Commissioners to appoint its new members in May to allow them to be included in their strategic planning meeting which is held in June.

Commissioner Wivell informed the Commissioners that he attended last week’s meeting of the Local Delegation to the General Assembly regarding proposed changes to the PenMar Development Corporation legislation. He also reported on the MACo Legislative and Taxation Committee meeting and provided an update on several bills that they reviewed. Commissioner Wivell stated that he, Hagerstown Council member Penny Nigh, and Robert Brennan, Assistant to the Secretary for the Department of Business & Economic Development (ABBED) met with DBED Secretary, Al Melissaratos, regarding the loss of “blue collar” jobs in Hagerstown. He stated that he attended the Smithsburg Volunteer Fire Company banquet. Commissioner Wivell reported on the strategic planning session held by the PenMar Development Corporation Board.

Commissioner Munson suggested that the former Chief of the Community Rescue be nominated as the Citizen of the Year. The Commissioners agreed and asked Commissioner Munson to supply the necessary information.

Commissioner Nipps reported that the Commission for Women would be holding a ceremony on March 10 to announce the winners of their essay contest. She stated that she attended the Western Maryland Consortium meeting. Commissioner Nipps informed the Commissioners that she spoke to Delegate Shank regarding the options for funding school capital projects presented by the Task Force on School Construction. She stated that he hopes to schedule a meeting with t Kopps, State Treasurer, who chaired the Task Force to further discuss their concerns. Commissioner Nipps indicated she feels a County representative should be included in the new Board of Education task force being formed to revi
fees being charged for groups using their facilities.

Commissioner Snook reported on the meeting of the Public Safety Interoperability Governance Working Group.

REPORTS FROM COUNTY STAFF

Motion made by Commissioner Niops, seconded by Kercheval, to promote Sandy Schulte to fill the vacant Office Manager position in the Department of Permits and Inspections. Unanimously approved.

Steve Goodrich, interim Director of the Planning Department, stated that the Planning Commission finalized its recommendations on the individual applications for changes to the comprehensive rezoning of rural areas and review process to bring the recommendations before the Commissioners.

ADOPTION OF 2004 COUNTY GOALS

The Commissioners discussed the goals reviewed at last week's meeting.

Motion made by Commissioner Niops, seconded by Wevell, to adopt the following goals for 2004 as modified: 1) Develop and implement a Highway Pavement Management Plan, 2) Adopt Rural Area Zoning after consideration of the Task recommendations and begin implementation of Comprehensive Plan recommendations for Urban and Town Growth, 3) Enhance e-government services by developing procedures to post appropriate documents and data on the Internet Intranet and by developing a Frequently Asked Questions (FAQ) system on the County web page, 4) Develop and implement a reward/recognition program for County employees that is linked to a suggestion program, 5) Work with municipalities to develop policies to increase urban tax base, 6) Develop a program to utilize the runway extension, increase the tax base, and promote the advantages of the Foreign Trade Zone at the Airport, and 7) Develop a master plan to ensure adequate emergency medical services for the citizens of Washington County. Unanimously approved.

CITIZEN'S PARTICIPATION

Raymond Tylicki distributed information on alternative biofuels and stated that he would like the County to consider them in the County commuter buses.

COUNTY ADMINISTRATOR'S COMMENTS

Rodney Shoop, County Administrator, informed the Commissioners that additional budget workshop meetings might to be scheduled to finalize the Capital Improvements Program (CIP) budget.

CAPITAL IMPROVEMENT PROGRAM (CIP) FY 2005-2010 BUDGET PRESENTATION

The Commissioners continued their review of the projects submitted for the Capital Improvements Program (CIP) for Years 2005-2010. Debra Baxian, Director of Finance, and Gary Rohrer, Director of Public Works, attended the work.

The Commissioners reviewed projects proposed for railroad crossings, bridges, and parks and recreation. The Commissioners discussed the recommendations made by the Recreation & Parks Board regarding Open Space (POS) projects. It was the consensus of the Commissioners to include the projects recommended which utilize POS, and to adjust the schedule for the remaining projects out to the following fiscal years. They also agreed to include the project to construct restrooms at the Doubs Woods Park maintenance facility using the $40,000 that was received from the sale of land at the park. The Commissioners discussed the request for the construction of several new buildings at the Agricultural Education Center. They asked staff to make recommendations regarding future reductions and agreed that Ag Center needs to generate revenue to cover the operating costs of its facilities.

Mr. Rohrer discussed the repairs needed to the dam located at Devil's Backbone Park. He stated that there was a prior appropriation of $100,000 made for the project and asked to proceed with design of the project. Mr. Rohrer informed Commissioners that the State has agreed to assist in finding grant funding for this project. It was the consensus of the Commissioners to transfer the prior appropriation funding to road repair projects.

RECESS - LUNCHEON AT MUSEUM OF FINE ARTS

The Commissioners recessed at 11:49 a.m. in order to attend a luncheon sponsored by the Board of Trustees of the Washington County Museum of Fine Arts.
AFTERNOON SESSION

The afternoon session was called to order at 1:27 p.m. by President Gregory J. Snook, with the following members present: Vice President William J. Wivell and Commissioners James F. Kercheval, John C. Munson, and Doris J. Nipps.

REQUEST FROM CITY OF HAGERSTOWN - FUNDING FOR ARTS & ENTERTAINMENT AREA PARKING DECK

The Commissioners discussed the request from the City of Hagerstown that the County match the City's grant of $30 per year over the next two fiscal years to help construct a new parking deck on South Potomac Street. The deck would service the Arts and Entertainment District as well as the new University System of Maryland Center. Commissioner Wivell stated that he would prefer to wait until the CIP budget is complete and consider alternative methods of financing the project. Commissioner Munson indicated that he was undecided at this time. Commissioners Kercheval and Nipps expressed their support for the program and asked that staff compile information on tax credit programs that are used in other jurisdictions.

Motion made by Commissioner Kercheval, seconded by Nipps, to support the City of Hagerstown's request for County funding of $300,000 in FY 2005 and $300,000 in FY 2006 for construction of a new parking deck on South Potomac Street, with the financing method to be determined at a later date. Motion carried with Commissioner Kercheval, Nipps, and voting "AYE" and Commissioners Wivell and Munson voting "NO."

FINANCING OPTIONS AVAILABLE FOR EXTENSION OF RUNWAY 9-27

Debra Bastian, Director of Finance, and Lester Guthorn, Financial Advisor, met with the Commissioners to review an discussion financing options available for the extension of Runway 9-27.

Mr. Guthorn and Ms. Bastian outlined the following scenarios for their consideration: 1) One - eight year bonds; 2) Two year bonds; 3) Three - twenty year bonds; 4) variable rate issue; and 5) grant anticipation notes. Ms. Bastian explained that the scenarios would provide the lowest cost of financing, but would also have the most risk. Scenario bond (8-year bonds) would provide for a small amount of flexibility but would cause the County additional interest costs. Scenario bond (20-year bonds) would hold the highest cost for the County but would provide the most flexibility.

Ms. Bastian indicated that they had until the second quarter of 2005 to review the information and determine which plan is most appropriate in meeting the financing requirements of the project. She stated that the project would require additional financing of $18,645,000 to fund the timing difference. Ms. Bastian reviewed a graph outlining debt service costs for the bond fund options. The meeting was opened for questions from the Commissioners.

PROPOSAL - ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO) TRANSITION POLICY

Steve Goodrich, Interim Planning Director, met with the Commissioners to present a policy for their consideration regarding payment of the APFO school contribution. Mr. Goodrich stated that the proposal would permit payment of the contribution at some time other than before subdivision approval. The policy would apply only to minor subdivisions applications (or fewer) that were submitted to the Planning Department but not approved before January 1, 2004. He recommended that they be given the option to make the APFO payment at the building permit application stage. Angela Smith, Deputy Director of Permits & Inspections, outlined the process that would be used by the Permits Department. The meeting was then opened for discussion and questions.

Motion made by Commissioner Munson, seconded by Nipps, to adopt a transition policy for the APFO fee as outlined. The permit payment of the contribution at the building permit application stage for minor subdivisions of five lots or fewer. Unanimously approved.

EARLY ACTION COMPACT TO ATTAIN EIGHT-HOUR OZONE STANDARD

Mr. Goodrich and Jim Baker, Planner, introduced Howard Simons and Mike Nixon from the Maryland Department of Transportation, Jim Frazier from Baker Consultants, and Brian Huff from the Maryland Department of the Environment group appeared before the Commissioners to present control measures to attain new 8-hour Ozone Standards.

Mr. Simons reviewed the list of measures that are currently in place in Washington County or which the County has agreed to institute in order to reach attainment status by 2007. He then reviewed the list of control measures that the County implement if attainment is not reached by 2007. Mr. Goodrich stated that the selected control measures were chosen on the most effective measures that had little fiscal impact to the County. The measures will be presented at public hearings on February 25 and, if approved, recommendations would be made to the Board by early March. The adopted recommendations would then be incorporated into the Early Action Plan that will be submitted to the EPA by March 31.
2004. The staff stated that they hope to present the recommendations to the Commissioners in early March for their consideration.

**BID AWARD – CONSTRUCTION/BUILDING INSPECTION SERVICES**

Motion made by Commissioner Munson, seconded by Nipps, to award the contract for construction/building inspection services to Development Facilitators, Inc., which submitted the lowest responsive, responsible proposal in the amount $80,750 and the hourly unit price for each class of inspector. This is a one-year contract with four consecutive one-year renewals. Unanimously approved.

**RECESS**

The Commissioners recessed at 3:52 p.m.

**JOINT MEETING WITH CITY OF HAGERSTOWN**

The Commissioners met with Mayor William Breichner and City Council members Linn Hendershot, Kristin Aleshire, Metzler, Penny Nigh, and Carol Moller at City Hall at 4:00 p.m.

**Tax Setoff – City of Hagerstown**

Commissioner Snook stated that, pursuant to Section 8-306 of the Tax-Property Article of the Annotated Code of Maryland, the Commissioners are required to meet with each municipality annually to discuss the tax setoff program. He then reviewed the calculations made for the services included in the program – parks, highways, and police. Commissioner Snook stated that, for fiscal year 2004, the City is estimated to receive $1,009,408. He indicated that the Joint Tax St. Committee meetings resumed meeting to discuss revising the formula. Once it is finalized, the recommendations will be brought before both bodies for approval.

Commissioner Snook reminded the Mayor and Council that City employees are invited to utilize the safety programs by the County. He stated that the City might also want to piggyback onto the County’s overlay contract.

Commissioner Snook informed the Mayor and Council that the County had approved funding for construction of the Entertainment District parking deck. He stated that the County would also like to work with them to develop incentives in the downtown area.

Council member Aleshire suggested that appropriate City and County staff meet to address the State shortfall in High User Revenues and to develop a response to the Governor’s initiative to supplement the loss of funding.

**ADJOURNMENT**

Motion made by Commissioner Wivell, seconded by Nipps, to adjourn at 4:30 p.m. Unanimously approved.
MEMO TO:   Potential Interested Parties

FROM:    Stephen T. Goodrich, Interim Planning Director

DATE:    December 22, 2003

SUBJECT: Early Action Compact Update - Stakeholders Meeting

Please be advised a stakeholders meeting will be held on Wednesday, January 14, 2004 at 6:00 p.m. to discuss and obtain public input on the proposed Washington County Early Action Compact program in compliance with the EPA Air Quality Standards. The meeting will be held in the conference room of the Washington County Administrative Annex, 80 West Baltimore Street, Hagerstown, Maryland.

If you have any questions or need directions, please contact the Washington County Department of Planning and Community Development at (240) 313-2430.

STG/sac
INVITATIONS TO THE PUBLIC MEETING
SENT TO THE FOLLOWING:

- MUNICIPALITIES (see attached listing)

- CITY OF HAGERSTOWN

- CHAMBER OF COMMERCE
  111 W. Washington Street
  Hagerstown, MD 21740

- GREATER HAGERSTOWN COMMITTEE, INC.
  5 Public Square
  Hagerstown, MD 21740  Attn: Art Callaham

- ECONOMIC DEVELOPMENT COMMISSION – Tim Troxell, Director

- JIM LAIRD
  Citizens for the Protection of Wash. Co.
  1903 Maplewood Drive
  Hagerstown, MD 21740
<table>
<thead>
<tr>
<th>Town</th>
<th>Phone No.</th>
<th>Address</th>
<th>Mayor</th>
<th>Vice Mayor</th>
<th>Other Members</th>
</tr>
</thead>
</table>
| **Boonsboro** | (432-5141)       | 21 North Main Street, Boonsboro, MD 21713 | Charles F. "Skip" Kauffman, MAYOR | Howard Long, Asst. Mayor | Richard E. Hawkins, Sr.  
                         |                  |                                |                            | Gene Smith                  | Richard Gross               
                         |                  |                                |                            | Ray Grove                   | Kevin Chambers              |
| **Hagerstown**| (790-3200)       | One East Franklin Street, Hagerstown, MD 21740 | William M. Breichner, MAYOR | Kristin B. Aleshire       | N. Linn Hendershot            
                         |                  |                                |                            | Lewis C. Metzner            | Carol N. Moller             
                         |                  |                                |                            |                           | Penny May Nigh              |
| **Clear Spring**| (342-2252)      | P. O. Box 104, Clear Spring, MD 21722 | Paul D. Hose, Jr., MAYOR    | Julianna Albowicz, Vice Mayor | Gary L. Grove                
                         |                  |                                |                            | Terry Baker                 | Mason B. Mundey             |
| **Hancock**   | (678-5622)       | 126 West High Street, Hancock, MD 21750 | Daniel Murphy, MAYOR        | Randy Pittman              | David B. Smith               
                         |                  |                                |                            |                           | W. Gregory Yost              
                         |                  |                                |                            |                           | Darwin Mills                |
| **Funkstown** | (791-0948)       | P. O. Box 235, Funkstown, MD 21734 | Robert L. Kline, MAYOR      | Paul N. Crampton, Jr., Asst. Mayor | Sharon Chirgott              
                         |                  |                                |                            |                           | Kim Ramer                   
                         |                  |                                |                            |                           | Robert Rodgers, Jr.         
                         |                  |                                |                            |                           | Richard Nigh                
                         |                  |                                |                            |                           | John Phillips               |
| **Keedysville**| (432-5795)       | P. O. Box 359, Keedysville, MD 21756 | Lee Brandenburg., MAYOR     | Matt Hull, Asst. Mayor     | Jackie Stranathan            
                         |                  |                                |                            |                           | Richard Walton              
                         |                  |                                |                            |                           | Barry Levey                 |
SHARPSBURG (432-4428)
Town Hall
P. O. Box 388
Sharpsburg, MD 21782

Sidney Gale, MAYOR
Hal Spielman, Vice Mayor
J. W. Eichelberger
Russell Weaver
Patti Hammond
Ralph Hammond
Marjorie Jamison

SMITHSBURG (824-7234)
Town Hall
P. O. Box 237
Smithsburg, MD 21783

Mildred “Mickey” Myers, MAYOR

Ralph Regan
James LaFemina
Elizabeth "Peachy" Mann
Jerome Martin
Jake Johnson

WASHINGTON COUNTY - BOARD OF COUNTY COMMISSIONERS
County Administration Building
100 West Washington Street
Hagerstown, MD 21740
(301) 791-3090

Gregory I. Snook
William J. Wivel
James F. Kercheval
Doris J. Nipps
John O. Munson

WILLIAMSPORT (223-7711)
Town Hall
P. O. Box 307
Williamsport, MD 21795

John W. Slayman, MAYOR
Timothy Ammons
Walter W. Tracy, Asst. Mayor
James McCleaf
Gloria Bitner
James C. Kalbfleisch
Roxanne Long
MEMO TO: Potential Interested Parties

FROM: Robert C. Arch, Planning Director

DATE: April 25, 2003

SUBJECT: Early Action Compact Public Meeting

Please be advised a public meeting will be held on May 8, 2003 at 6:00 p.m. to discuss EPA Air Quality Standards and the Washington County Early Action Compact program. The meeting will be held in the Washington County Administrative Annex Conference Room, 80 West Baltimore Street, Hagerstown, Maryland.

If you have any questions or need directions, please contact the Washington County Department of Planning and Community Development at (240) 313-2430.

RCA/sac.
INVITATIONS TO PUBLIC MEETING SENT TO THE FOLLOWING:

- MUNICIPALITIES (see attached listing)
- CITY OF HAGERSTOWN ("")
- CHAMBER OF COMMERCE
  111 W. Washington Street
  Hagerstown, MD 21740
- GREATER HAGERSTOWN COMMITTEE, INC.
  5 Public Square
  Hagerstown, MD 21740 Attn: Art Callahan
- ECONOMIC DEVELOPMENT COMMISSION — Tim Troxell, Director
- JIM LAIRD
  Citizens for the Protection of Wash. Co.
  1903 Maplewood Drive
  Hagerstown, MD 21740
BOONSBORO (432-5141)
Town Hall
21 North Main Street
Boonsboro, MD 21713

Charles F. "Skip" Kauffman, MAYOR

Howard Long, Asst. Mayor
Richard E. Hawkins, Sr.
Gene Smith
Richard Gross
Ray Grove
Kevin Chambers

HAGERSTOWN (790-3200)
City Hall
One East Franklin Street
Hagerstown, MD 21740

William M. Breichner, MAYOR

Kristin B. Aleshire
N. Linn Hendershot
Lewis C. Metzner
Carol N. Moller
Penny May Nigh

CLEAR SPRING (842-2252)
Town Hall
P. O. Box 104
Clear Spring, MD 21722

Paul D. Hose, Jr., MAYOR

Juliana Albowicz, Vice Mayor
Gary L. Grove
Terry Baker
Mason B. Mundey

HANCOCK (678-5622)
Town Hall
128 West High Street
Hancock, MD 21750

Daniel Murphy, MAYOR

Randy Pittman
David B. Smith
W. Gregory Yost
Darwin Mills

FUNKSTOWN (791-0948)
Town Hall
P. O. Box 235
Funkstown, MD 21734

Robert L. Kline, MAYOR

Paul N. Crampton, Jr., Asst. Mayor
Sharon Chirgott
Kim Ramer
Robert Rodgers, Jr.
Richard Nigh
John Phillips

KEEDYSVILLE (432-5795)
Town Hall
P. O. Box 359
Keedysville, MD 21756

Lee Brandenburg, MAYOR

Matt Hull, Asst. Mayor
Jackie Stranathan
Richard Walton
Bary Levey
SHARPSBURG (432-442b)
Town Hall
P.O. Box 368
Sharpsburg, MD 21782

Sidney Gale, MAYOR
Hal Spielman, Vice Mayor
J. W. Eichelberger
Russell Weaver
Patti Hammond
Ralph Hammond
Marjorie Jamison

WASHINGTON COUNTY - BOARD
OF COUNTY COMMISSIONERS
County Administration Building
100 West Washington Street
Hagerstown, MD 21740
(301) 791-3090

Gregory I. Snook, President
Paul L. Swartz, Vice President
Bertrand L. Iseminger
John L. Schnebly
William J. Wivell

SMITHSBURG (824-7234)
Town Hall
P. O. Box 237
Smithsburg, MD 21783

Mildred "Mickey" Myers, MAYOR

Ralph Regan
James LaFemina
Elizabeth "Peachy" Mann
Jerome Martin
Jake Johnson

WILLIAMSPORT (223-7711)
Town Hall
P. O. Box 307
Williamsport, MD 21795

John W. Slayman, MAYOR
Timothy Ammons
Walter W. Tracy, Asst. Mayor
James McCleaf
Gloria Bitner
James C. Kalbfleisch
Roxanne Long

5/15/02
AGENDA

WASHINGTON COUNTY DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

EARLY ACTION COMPACT PUBLIC MEETING

Washington County Administrative Annex Conference Room
80 West Baltimore Street, Hagerstown, Maryland

May 8, 2003 at 6:00 p.m.

I. Opening Comments - County

II. Presentation - MDE

III. Public Comment

IV. Adjournment
The Honorable Kendi P. Philbrick  
Secretary  
Maryland Department of the Environment  
1800 Washington Boulevard  
Baltimore, MD 21230

Dear Secretary Philbrick:

The purpose of this letter is to acknowledge the U.S. Environmental Protection Agency's (EPA) receipt of Maryland's milestone submittals and semiannual reports as required under the Early Action Compact agreement between Washington County, Maryland, the Maryland Department of Environmental Protection (MDE), and EPA, dated December 31, 2002.

EPA acknowledges receipt of Maryland's June 16, 2003, and March 31, 2004 milestone submittals, as well as the June 30, 2003, December 31, 2003, and June 30, 2004 semi-annual progress reports. The next milestone due will be the attainment demonstration State Implementation Plan which is due no later than December 31, 2004.

EPA stands ready to assist the states and local areas in the development of the early action plan. If you have any questions, please contact me or have your staff contact Air Quality Planning Branch, at 215-814-2034.

Sincerely,

Judith M. Katz, Director  
Air Protection Division

cc: Thomas Snyder, Air Director, MDE  
    Tad Auburn, MDE

*Printed on 100% recycled/recyclable paper with 100% post-consumer fiber and process chlorine free.  
Customer Service Hotline: 1-800-438-2474*
Meeting Minutes

Subject: Early Action Compact for Washington County, Maryland.

Date: 09/14/2004

Time: 10AM

Place: BAKER

Attendees:
- Howard Simons
- MDOT
- Mike Nixon
- MDOT
- Randy Mosier
- MDE
- Beverly Goll Yekeson
- MDE
- Jill Baker
- Washington County
- Jim Frazier
- Baker
- Raj Paradkar
- Baker

Agenda:
1. Review of SIP Timeline/Critical Dates
2. Overview of SIP Draft
3. VA Modeling Efforts
4. Status of Incorporating CAP and AQAD in Washington County
5. Next steps

Minutes:
1. December 31st, 2004 is EPA’s deadline for submitting the Washington County EAP SIP as well as the semi-annual progress report for the Early Action Compact. MDE will finalize the SIP submittal as per the timeline drafted during the meeting and Washington County will prepare the progress report to include all events and meetings since the June progress report.

2. Timeline: Table 1 below lists the dates along with the tasks scheduled.

3. Washington County will perform the following tasks:
   a. Set up hearing date (scheduled Nov 17th).
   b. Reserve hearing room and send MDE the name of the room.
   c. Send MDE court reporter’s name.
   d. Send MDE list of newspapers and contacts.
   e. Send MDE contact information of the surrounding MPOs.
   f. Send MDE the name of a contact person at the Health Department.
   g. Confirm Oct. 12 meeting with County Commissioner.

4. The data required for the final SIP submittal and the responsible agency is listed below:
   a. Final report of SIP submittal (MDE)
   b. Appendices with detailed technical analysis for all control measures listed (BAKER)
   c. Minutes of all EAC meetings (BAKER)
   d. Copy of the March EAP submittal (BAKER)
   e. Correspondences with EPA (MDE)
   f. Original EAC protocols, guidance and memos received from EPA (MDE)
   g. Original 8hr SIP notices from EPA (MDE)
   h. Modeling from VA (MDE)
   i. Supplemental modeling report (MDE)
   j. Transport paper from UMD/PennState (MDE)
### Traffic Flow Improvements

**Signal System Enhancements:**
1. US-40: Cleveland Ave. to Edgewood Rd.  
   - SHA  
   - Summer '03
2. MD-65: Doubt Way to Henry Douglas Dr.  
   - SHA  
   - FY '04

**Incident Management/Intelligent Transportation Systems:**
1. Highway Advisory Radio (3 locations)  
   - MDOT - CHART  
   - On-going
2. CCTV (2 locations) & Dynamic Message Signs (1 location)  
   - MDOT - CHART  
   - By 2007

### State Control Measures

<table>
<thead>
<tr>
<th>Vehicle Emissions Inspection Program (VEIP)</th>
<th>MDE &amp; MDOT</th>
<th>On-going</th>
</tr>
</thead>
</table>

### Federal Control Measures

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>On-going</th>
</tr>
</thead>
<tbody>
<tr>
<td>NLEV</td>
<td>MDOT</td>
<td></td>
</tr>
<tr>
<td>Tier II</td>
<td>MDOT</td>
<td></td>
</tr>
<tr>
<td>HDE Standard</td>
<td>MDOT</td>
<td>By 2007</td>
</tr>
</tbody>
</table>

### Vehicle Acquisitions

**On-Road Vehicle Replacements**

1. Fleet Replacement (7 vehicles)  
   - SHA  
   - Two by 2005 & Five by 2007
2. Transit fleet replacement (Bus replacement).  
   a) Turning Point: one replacement.  
   b) County Commuter: 12 scheduled replacement.  
   - SHA  
3. Transit engine re-built (Installation of Emissions Reduction Devices on Engine Re-build - 6 engine re-builds).  
   - SHA  
### AREA SOURCES

<table>
<thead>
<tr>
<th>OTC Programs</th>
<th>1) MDE</th>
<th>1) On-going</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Consumer Products (CP)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) Architectural and Industrial Maintenance (AIM)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3) Portable Fuel Containers (PFC)</td>
<td>2) MDE</td>
<td>2) On-going</td>
</tr>
<tr>
<td>Low Emissions Paint (Yellow &amp; White Paint for Road markings)</td>
<td>MDOT - SHA</td>
<td>On-going</td>
</tr>
</tbody>
</table>

### OFF-ROAD SOURCES

<table>
<thead>
<tr>
<th>Off-Road Vehicle Replacements</th>
<th>Washington Co.</th>
<th>Two in 2002 and One in 2004</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase I &amp; II engine standards</td>
<td>Federal rule</td>
<td>1997 &amp; 2002</td>
</tr>
<tr>
<td>Engine standards for diesel powered engines</td>
<td>Federal rule</td>
<td>2002</td>
</tr>
<tr>
<td>Engine standards for gasoline powered marine engines</td>
<td>Federal rule</td>
<td>1998</td>
</tr>
<tr>
<td>Engine standards for large gasoline-powered engines</td>
<td>Federal rule</td>
<td>2000</td>
</tr>
<tr>
<td>Engine standards for locomotive engines</td>
<td>Federal rule</td>
<td>2001 to 2005</td>
</tr>
</tbody>
</table>

### STATIONARY SOURCES

<table>
<thead>
<tr>
<th>RACT/RACM Controls, Washington County sources subject to RACT: Amcor/Stevens, Fil-Tec, Fleetwood, Engineered Polymer, Mack Trucks, Inc., Phoenix Color - Tandy Drive, R. Paul Smith/Allegheny Energy, Rayloc, Rust Oleum, St. Lawrence Cement, Xerxes Corporation, Garden State Tanning</th>
<th>MDE</th>
<th>On-going</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOx SIP Call</td>
<td>Federal rule &amp; State regulation</td>
<td>2004</td>
</tr>
</tbody>
</table>
Meeting Minutes

Subject: Early Action Compact for Washington County, Maryland.

Date: 01/21/04

Time: 10AM

Place: BAKER

Attendees: Howard Simons
           Mike Nixon
           Randy Molser
           Jill Baker
           Jim Frazier
           Raj Paradkar
           MDOT
           MDOT
           MDE
           Washington County
           Baker
           Baker

The agenda of the meeting was to discuss the outcome of the public meeting held 14th of December, to discuss the updates received from EPA regarding the December 31st submittal, to update the schedule for the next few weeks and to review the selected control measures and draft an action plan for the EAC. The following are the minutes of the meeting:

1. MDE’s talked with EPA (Christine Fernandez) suggests that Kent and Queen Annes’ are no longer eligible for EAC participation. That leaves Washington County as the only county under the 8-hour standard still participating under the EAC process in MD.
2. The 2002 Baseline Inventory data is due on May 2004. MDOT needs to decide the source for VMT required for creating the baseline inventory. MDOT will schedule a meeting between Joe Finkle to figure out what to do with Washington County’s inventory as well as all other counties without models.
3. Most Recent Public Meeting for the EAC was held on January 14, 2004:
   a. No much outcome.
   b. One attendee at the public meeting.
4. EPA updates:
   a. From MDE’s talks with Christine Fernandez (EPA) it seems that they would like to see an RFG or low RVP program in the submittal. The group recommended that it could be included as a contingency measure. Washington County is already operating at low RVP, but it would require a state regulation to take credit for it.
5. Schedule: An updated schedule is listed in Table 1 below.
6. Projects: Break down the list into 3 tables, Action Plan Control Measures (Table 2), Contingency Control Measures (Table 3) and Other Considered Control Measures (Table 4).
7. Data required by Baker to complete the analysis for the Action Plan Control Measures is included at the end of the document under the Data Request segment.
8. MDE will talk to Virginia regarding the UAM modeling required for the final report.
### Table 1: Updated Schedule and Milestones

<table>
<thead>
<tr>
<th>Status</th>
<th>Schedule</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>Aug 26th</td>
<td>Control Measures Selection (non-constrained)</td>
</tr>
<tr>
<td>✓</td>
<td>Sept 30th</td>
<td>Deadline for data collection.</td>
</tr>
<tr>
<td>✓</td>
<td>Oct 14th</td>
<td>Control Measures Evaluation</td>
</tr>
<tr>
<td>✓</td>
<td>Nov 18th</td>
<td>Control Measures Selection based on initial evaluation/screening.</td>
</tr>
<tr>
<td>✓</td>
<td>Dec 16th</td>
<td>County Staff Presentation (Greg Snook)</td>
</tr>
<tr>
<td>✓</td>
<td>Dec 31st</td>
<td>Progress Report submittal to the EPA.</td>
</tr>
<tr>
<td>✓</td>
<td>Jan 14th</td>
<td>Stakeholders meeting/Public Meeting for potential control measures.</td>
</tr>
<tr>
<td></td>
<td>Feb 3rd</td>
<td>County Commissioner/MPQ Presentation/Workshop</td>
</tr>
<tr>
<td></td>
<td>Feb 15th</td>
<td>Public Meeting/Comments</td>
</tr>
<tr>
<td></td>
<td>March 16th</td>
<td>County Commissioner Approval Meeting</td>
</tr>
<tr>
<td></td>
<td>March 31st</td>
<td>EPA’s Final Submittal of Control Measures Selected for implementation – deadline March 31st 2004.</td>
</tr>
</tbody>
</table>
Table 2: List of Control Measures selected for Action Plan

<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure</th>
<th>Description / Comments</th>
<th>Responsible Agency</th>
<th>Implementation Date</th>
<th>Cost</th>
<th>Emission Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIGHWAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>VOC kg/day</td>
</tr>
<tr>
<td>VMT and Trip Reduction Measures</td>
<td>Ride-matching/Commuter Connections</td>
<td>Incentives and support for Car and Vanpool Programs: 30 commuters from Washington County</td>
<td>MWCOG &amp; MTA</td>
<td>On-going</td>
<td>No cost to county.</td>
<td>-0.33</td>
</tr>
<tr>
<td></td>
<td>Transit Programs</td>
<td>1.- County Commuter bus services (9 routes)</td>
<td>Washington Co.</td>
<td>On-going</td>
<td>No setup costs. Cost to County = Partially funded by MTA.</td>
<td>5.30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2.- Turning Point transit services.</td>
<td>Washington Co.</td>
<td>On-going</td>
<td>1) -5.30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3.- Commuter bus service from Hagerstown to Shady Grove Metro Station.</td>
<td>Washington Co.</td>
<td>On-going</td>
<td>2) -0.43</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Park and Ride Lots and Improvements</td>
<td>Existing PNR lots in the county (8 PNR lots)</td>
<td>MDOT</td>
<td>On-going</td>
<td>3) -1.65</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Telework/Telecommuting (Incentives/support for telecommuting)</td>
<td>1. Telework center in Hagerstown (32 workspaces)</td>
<td>State/Fed Gov.</td>
<td>On-going</td>
<td>1) -0.19</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Telecommuting Outreach Program (home-based teleworkers)</td>
<td>MWCOG</td>
<td>On-going</td>
<td>2) -2.87</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public Education Efforts - Outreach program</td>
<td>Expand existing programs administered by MDE to include Washington County (Institute ozone awareness and energy/resource conservation programs for public, employers, school students, community groups, etc).</td>
<td>MDE &amp; Washington Co.</td>
<td>By July 2005</td>
<td>Low cost to county (cost to update existing website).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E-government / E-commerce Enhancements</td>
<td>Trips reduced or eliminated by using online services from MVA and Washington County's website. Washington County to implement a Call-In service to assist permits and inspections.</td>
<td>Washington Co. (MVA)</td>
<td>Website: ongoing. Call-In: Dec 2005</td>
<td>Website: no setup costs. Call-In: funds already committed by county.</td>
<td>-1.59</td>
</tr>
<tr>
<td>Incentives</td>
<td>Description</td>
<td>Washington Co.</td>
<td>On-going</td>
<td>No setup costs</td>
<td>Costs (Benefit-Cost Ratio)</td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------------</td>
<td>---------</td>
<td>----------------</td>
<td>----------------------------</td>
<td></td>
</tr>
<tr>
<td>New Jobs Tax Credit Incentives</td>
<td>Tax credit to eligible companies that expand or relocate operations within Washington Co. (Reduction in work trip length by employees included in this program).</td>
<td>Washington Co.</td>
<td>On-going</td>
<td>No setup costs</td>
<td>-1.59</td>
<td></td>
</tr>
<tr>
<td>Growth Management Program</td>
<td>Hopewell Valley Promotion - policies that integrate transportation and land use decisions.</td>
<td>Washington Co.</td>
<td>On-going</td>
<td>No setup costs</td>
<td>-13.24</td>
<td></td>
</tr>
</tbody>
</table>

**Traffic Flow Improvements**

<table>
<thead>
<tr>
<th>Intersection Improvements</th>
<th>SHA memo - 3 Projects (Dedicated turn lanes, Roundabouts, Upgrades to shoulders and singal modifications)</th>
<th>Awaiting Data.</th>
<th>---</th>
<th>---</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Interchanges</th>
<th>SHA memo - 1 Project (Safety Improvements and extension)</th>
<th>By 2007</th>
<th>Awaiting Data.</th>
<th>---</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Signal System Enhancements</th>
<th>SHA memo - 3 programs 1) US 40 Cleveland Ave. to Edgewood Rd. 2) MD 65 Doubt Way to Henry Douglas Dr. 3) Hagerstown City - 56 Intersections re-optimized</th>
<th>1) SHA 2) SHA 3) SHA</th>
<th>1) Summer '03 2) FY '04 3) FY '04</th>
<th>1) No costs to county 2) No costs to county 3) Awaiting Data</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Incident Management/ITS</th>
<th>Ongoing and planned Incident Management CHART programs. 1) Highway Advisory Radio at 3 locations in Washington Co. 2) CCTV (2 locations) and Dynamic Message Signs (1 location)</th>
<th>1) MDOT - CHART 2) MDOT - CHART</th>
<th>1) On-going 2) By 2007</th>
<th>1) No costs to county 2) No costs to county</th>
</tr>
</thead>
</table>

**Federal Control Measures**

<table>
<thead>
<tr>
<th>NLEV</th>
<th>NLEV - MD opted in 1999</th>
<th>MDOT</th>
<th>On-going</th>
<th>No costs to county</th>
<th>-81.65</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Tier II</th>
<th>Phase in 2004; vehicles and gasoline</th>
<th>MDOT</th>
<th>On-going</th>
<th>No costs to county</th>
<th>-780.18</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>HDE Standard</th>
<th>2004 heavy duty engine standard</th>
<th>MDOT</th>
<th>By 2007</th>
<th>No costs to county</th>
<th>0.00</th>
</tr>
</thead>
</table>

**State Control Measures (OTR Programs)**

<table>
<thead>
<tr>
<th>I/M programs (OBD, IM240)</th>
<th>MD VEIP (OBD II, IM240)</th>
<th>MDE &amp; MDOT</th>
<th>On-going</th>
<th>No costs to county</th>
<th>-480.81</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Tier II</th>
<th>Phase in 2004; vehicles and gasoline</th>
<th>MDOT</th>
<th>On-going</th>
<th>No costs to county</th>
<th>-562.46</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vehicle Acquisitions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td>2) SHA</td>
<td>3) SHA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Off-Road Vehicle Replacements</strong></td>
<td>Landfill vehicle replacement</td>
<td>Washington Co.</td>
<td>Two in 2002 and One in 2004</td>
<td>Awaiting data.</td>
<td>---  ---</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>AREA SOURCES</strong></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OTC Programs</strong></td>
<td>1. Consumer Products (CP)</td>
<td>2. Architectural and Industrial Maintenance (AIM)</td>
<td>3. Portable Fuel Containers (PFC)</td>
<td>1) -108.86</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2) -235.87</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3) -54.43</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Low Emissions Paint</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Awaiting data.</td>
<td>---  ---</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>STATIONARY SOURCES</strong></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RACT/RACM Controls</strong></td>
<td>See MDE Inventory of Permitted and Non-permitted Sites.</td>
<td></td>
<td>MDE</td>
<td>Awaiting data.</td>
<td>---  ---</td>
</tr>
</tbody>
</table>

**TOTAL EMISSION BENEFITS (kg/day):**  -1823.97  -3736.55

**TOTAL EMISSION BENEFITS (Tons/day):**  -2.01  -4.12
<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure</th>
<th>Description / Comments</th>
<th>Responsible Agency</th>
<th>Implementation Date</th>
<th>Cost</th>
<th>Emission Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>VOC kg/day</td>
</tr>
<tr>
<td>HIGHWAY</td>
<td>Flextime / Alternative Work Schedules</td>
<td>Government MOU for CWW/AWS. (Employer voluntary adjustment of work schedules and/or credit for employer plans to adjust work schedules to reduce peak travel.)</td>
<td>State/Federal Gov.</td>
<td>---</td>
<td>No cost to county.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>State Control Measures (OTR Programs)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Low RVP</td>
<td>Mandate use of low RVP fuel in county.</td>
<td>MDOT</td>
<td>---</td>
<td>No cost to county.</td>
<td>-671.32</td>
</tr>
<tr>
<td></td>
<td>Fleet Operations</td>
<td>Voluntary outreach programs to promote diesel vehicle idling restriction. -Vehicle Idling Policies/Restrictions- (HDDV) - Restrictions on fleet and location of idling. - Delivery times outside peak travel time periods. - Refueling in evening hours.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AREA SOURCES</td>
<td>Gas can replacement</td>
<td>Previous programs in Baltimore/D.C.</td>
<td>MDE</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL EMISSION BENEFITS (kg/day): -671.32 -45.36

TOTAL EMISSION BENEFITS (Tons/day): -0.74 -0.05
<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure/ Description</th>
<th>Description / Comments</th>
<th>Status</th>
<th>Emission Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIGHWAY</td>
<td></td>
<td></td>
<td></td>
<td>VOC kg/day NOx kg/day</td>
</tr>
<tr>
<td>VMT and Trip Reduction Measures</td>
<td>Busing/rail/transit incentive programs offered to employees by employers. (Use in combine with public transit/infrastructure measure).</td>
<td>Propose Free Code Red ride on the transit service.</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transit Service Expansions (geographic, service frequency, other). Public transit infrastructure</td>
<td>Ask MTA. Initial expectation – not likely.</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Public Education Efforts-(Institute ozone awareness and energy/ resource conservation programs for public, employers, school students, community groups, etc)</td>
<td>2. Stage 2. Outreach program. Expand existing programs to Wash Co – MDE Programs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transit Oriented Development</td>
<td>No transit advantages in region</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Land Use Planning Programs- Programs to encourage land use alternatives.</td>
<td>Existing maps.</td>
<td>Priority funding areas maps and protected lands map received.</td>
<td></td>
</tr>
<tr>
<td>Speed, Flow, and Delay Improvements</td>
<td>Carpool Lots</td>
<td>SHA memo – 2 programs identified (possible but with budget constraints)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bike/ Pedestrian Facilities- Incentives for bicycle and pedestrian to work – routes, construction, facilities. Bike paths/ walkways.</td>
<td>No new programs – SHA Memo.</td>
<td>No programs</td>
<td></td>
</tr>
<tr>
<td>Federal Control Measures</td>
<td>Alternative Fuels for Fleet Vehicles- Use of CNG, LNG, LPG, biodiesel, electric, methane, etc.</td>
<td>Check to see if there are any stations for fueling in the county.</td>
<td>No stations in Washington County.</td>
<td></td>
</tr>
</tbody>
</table>
### State Control Measures (OTR Programs)

<table>
<thead>
<tr>
<th>Measure</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expansion of Reformulated Gasoline to Washington County</td>
<td>Washington County does not have a RFG.</td>
</tr>
<tr>
<td>Stage II Controls</td>
<td>Credit if already implemented.</td>
</tr>
</tbody>
</table>

### Vehicle Acquisitions

<table>
<thead>
<tr>
<th>Measure</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ULEV and SULEV Vehicles as Replacements for Existing Standard Vehicles or Fleet Expansions</td>
<td>Tied in with Fleet replacement.</td>
</tr>
</tbody>
</table>
| Accelerated Fleet Replacement Cycles                                   | 1. Check with Wash Co Gov for any fleet replacement programs.  
  2. Check MTA for transit fleet replacement                            |

### Fleet Operations

<table>
<thead>
<tr>
<th>Measure</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specify Vendor Delivery Hours in Contracts-</td>
<td>No programs</td>
</tr>
<tr>
<td>Scheduling deliveries away from peak ozone formation time periods.</td>
<td></td>
</tr>
<tr>
<td>Shaded Parking Areas</td>
<td>No programs</td>
</tr>
<tr>
<td>Reduces A/C use and cool-down idle times.</td>
<td></td>
</tr>
<tr>
<td>Maximize Vehicle Occupancy / Minimize Vehicles at Worksites</td>
<td>No programs</td>
</tr>
<tr>
<td>Reduce Fuel Consumption by X%</td>
<td>No programs</td>
</tr>
</tbody>
</table>

### Other

<table>
<thead>
<tr>
<th>Measure</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle Scrappage / Exchange</td>
<td>No funding.</td>
</tr>
<tr>
<td>Vehicle Emissions Repair Assistance</td>
<td>Gas cap replacement.</td>
</tr>
<tr>
<td>Opacity Regulation</td>
<td>Current test study programs in MD.</td>
</tr>
</tbody>
</table>

### OTHER MOBILE SOURCE (Off-Road)

<table>
<thead>
<tr>
<th>Measure</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limits on Use of Construction Activities-</td>
<td>Percentage of Construction Activities taking place during off-peak hours (night time)</td>
</tr>
<tr>
<td>Restrictions on days, hours, OAP, etc.</td>
<td></td>
</tr>
<tr>
<td>Fuels</td>
<td>Impacts of new diesel rules on off-road model.</td>
</tr>
<tr>
<td>Programs to promote the use of lower polluting fuels for off road mobile equipment. These programs can be voluntary, mandatory, or incentive-based.</td>
<td></td>
</tr>
<tr>
<td>Engine Retrofits</td>
<td>Impacts diesel retrofits on off-road model.</td>
</tr>
<tr>
<td>Replacement or reworking of older higher emitting engines with newer lower emitting parts.</td>
<td>Impacts of low emission vehicles on off-road model.</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>---------------------------------------------------</td>
</tr>
<tr>
<td>Vehicle Replacement-</td>
<td></td>
</tr>
<tr>
<td>Replacement of older higher emitting vehicles with newer lower emitting vehicles.</td>
<td></td>
</tr>
<tr>
<td>Locomotive Engine Replacement</td>
<td>Impacts of train engine replacement on off-road model.</td>
</tr>
<tr>
<td>Airport Landside Vehicle Programs-</td>
<td>Currently there is an Airport Expansion Plan for the Hagerstown Region Airport (Richard A. Henson Field Runway 9-27 Improvement Program). Proposed completion date is December 31, 2007. No vehicles purchases.</td>
</tr>
<tr>
<td>Required use of improved technologies, fuels, and overall usage strategies.</td>
<td></td>
</tr>
<tr>
<td>Vehicle Programs for Other Installations-</td>
<td></td>
</tr>
<tr>
<td>Required use of improved technologies, fuels, and overall usage strategies.</td>
<td></td>
</tr>
</tbody>
</table>

**AREA SOURCES**

| Landside Conditioned Air / Idling Restrictions- | Check along with Airport Expansion Plan. |
| Use of on-board auxiliary power units or ground power units in lieu of running aircraft engines. | |
| Fuels- | Non-road models for fuels. |
| Voluntary, mandatory, or incentive-based use of lower polluting fuels for stationary equipment such as water and fuel pumps, generators, etc. | |

| Reforestation | Dept of Agricultural Programs. |

**STATIONARY SOURCES**

| NOx and/or VOC Reductions by Specific Permitted and Un-permitted Sources- | |
| Voluntary or mandatory reduction programs to achieve emissions reductions greater than existing emissions reduction requirements. | |
| Alternative Power Use- | |
Replacement liquid fueled equipment (vehicles, pumps, hand-held tools, etc.) with electric powered devices, or retrofit existing devices for use of electric power.

New Source Review
Data Request:

Baker would like to request project information for the purpose of analysis for the projects listed in the memo dated January 21st, 2004.

Project Information: Project information includes a detailed project description along with any location information, utilization rates, surveys, etc. Any other information related to the projects that will help in analyzing the benefits of the project is desired. Also information related to cost of the projects is required.

Intersection Improvement Projects: (Mike)
1. US 40 at MD 63, geometric improvements (add left turn lanes on all legs of intersection). Under construction., estimate complete Fall ‘03
2. MD 66 at Mr. Aetna Road roundabout
3. MD 65 at MD 68, provide left turn lanes, upgrade shoulders and signal modification

Interchanges: (Mike)
1. I-70 at I-81, safety improvements and extension of I-70 WB to I-81 WB to I-81 NB ramp to Halfway Boulevard – interim I-81 imprv. Being developed that could be implemented by ’07.

Signal System Enhancements: (Mike)
1. Hagerstown – 56 intersections throughout the city to be re-optimized by FY04

RACT/RACM Controls: (Randy)
1. MDE Inventory of Permitted and Non-permitted Sites.

E-Government/E-commerce Enhancements: (Jill)
2. Details of the county’s Call-In program.

Washington County’s CIP for Highway Improvements & Signal Improvements: (Jill)

Low Emissions Paint: (Mike/Randy)

Cost Information: For the below projects we would require cost information. Any information related to setup costs, annual costs, maintenance costs etc.

On-road Vehicle Replacements: (Mike/Jill)
1. Transit fleet replacement (Bus replacement).
   a. Turning Point: one replacement.
   b. County Commuter: 12 scheduled replacement.
2. Transit engine re-built (Installation of Emissions Reduction Devices on Engine Re-build).
   County Commuter: 6 engine re-builds.

Off-road Vehicle Replacements: (Jill)
1. Landfill vehicle replacement.
The purpose of the meeting was to discuss the progress of the Early Action Compact for Washington County and to review the draft analysis for the selected list of control measures for which data was received/collection. The following are the minutes of the meeting:

1. The new EPA coordinator for the EAC, Christina Fernandez, informed MDE that the EPA has dropped the idea of a joint county EAC submittal. The group decided that as of now, we should continue with the Washington County EAC.

2. EPA’s 8-hour UAM modeling demonstration is not ready as VDEQ is still working on the formats and running the model. The model is required to complete the EAC submission. It appears that EPA will allow EAC areas to proceed wi

3. The group reviewed the results of the draft analysis done by BAKER for the selected control measures. They were broken down in 3 separate lists. The first list as shown in Table 2, consists of the control measures that have already been implemented or scheduled for implementation by CY2007 and for which credit can be taken. The second list as shown in Table 3, consists of the possible control measures that can be implemented in Washington County and those that can be recommended to the county to use for their EAC. The third list as shown in Table 4, consists of the control measures, which were considered for Washington County but were not quantified because they were either not feasible or not applicable to the region.

4. Mike Nixon is taking the lead to arrange a meeting with Greg Snook and the county staff to receive a presentation on the progress of the EAC, potential control measures, and implications if the EAC fails to show attainment. Following the meeting with the county staff, plan a stakeholders meeting following to review the recommended list of control measures. A public meeting will also be required prior to the final submittal of the EAC in March.

5. MDE will take the lead in preparing the progress report due on Dec 31st to the EPA.

6. An updated schedule is listed in Table 1 below.
<table>
<thead>
<tr>
<th>Status</th>
<th>Schedule</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>√</td>
<td>Aug 28th</td>
<td>Control Measures Selection (non-constrained)</td>
</tr>
<tr>
<td>√</td>
<td>Sept 30th</td>
<td>Deadline for data collection.</td>
</tr>
<tr>
<td>√</td>
<td>Oct 14th</td>
<td>Control Measures Evaluation</td>
</tr>
<tr>
<td>√</td>
<td>Nov 18th</td>
<td>Control Measures Selection based on initial evaluation/screening.</td>
</tr>
<tr>
<td>ASAP</td>
<td></td>
<td>County Staff presentation (Greg, Scott, Bob, Arab)</td>
</tr>
<tr>
<td>ASAP</td>
<td>2 Weeks later.</td>
<td>Stakeholders meeting/Public Meeting for potential control measures</td>
</tr>
<tr>
<td>Before Dec 15th</td>
<td></td>
<td>County Commissioner/MPO presentation</td>
</tr>
<tr>
<td>Dec 31st</td>
<td></td>
<td>Progress Report submittal to the EPA.</td>
</tr>
<tr>
<td>Mid Jan</td>
<td></td>
<td>County Commissioner Selection Meeting</td>
</tr>
<tr>
<td>Jan 31st</td>
<td></td>
<td>EPA's Preliminary Submittal of Control Measures Selected –</td>
</tr>
<tr>
<td></td>
<td></td>
<td>deadline Jan 31st 2004</td>
</tr>
<tr>
<td>Feb/March</td>
<td></td>
<td>Public Meeting/Comments</td>
</tr>
<tr>
<td>Mid March</td>
<td></td>
<td>County Commissioner Approval Meeting</td>
</tr>
<tr>
<td>March 31st</td>
<td></td>
<td>EPA’s Final Submittal of Control Measures Selected for</td>
</tr>
<tr>
<td></td>
<td></td>
<td>implementation – deadline March 31st 2004</td>
</tr>
<tr>
<td>SOURCE CATEGORY</td>
<td>Color Code</td>
<td>Description / Comments</td>
</tr>
<tr>
<td>----------------</td>
<td>-----------</td>
<td>------------------------</td>
</tr>
<tr>
<td><strong>HIGHWAY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>VMT and Trip Reduction Measures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ride-matching/Commuter Connections (Car and Vanpool Programs / Incentives / Employer Participation. Incentives and support for car and vanpool and promoting alternate transport methods.)</td>
<td></td>
<td>Ride-matching: 30 commuters from Washington County (COG/MTA info for ridesharing).</td>
</tr>
<tr>
<td>Transit Programs (including bus pool) Incentives / Employer Participation.</td>
<td></td>
<td>1.- Received information for County Commuter bus services. 2.- Received information for Turning Point transit services. 3.- Commuter bus service from Hagerstown to Shady Grove Metro Station.</td>
</tr>
<tr>
<td>Busing/rail/transit incentive programs offered to employees by employers. (Use in combine with public transit/infrastructure measure).</td>
<td></td>
<td>Existing PNR lots in the county.</td>
</tr>
<tr>
<td>Park and Ride Lots and Improvements</td>
<td></td>
<td>1. Telework/ 1. Telework centers in Hagerstown, and Fredrick.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Telecommuting (Incentives/support for telecommuting) 2. Telecommuter data.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public Education Efforts-(Institute ozone awareness and energy/ resource conservation programs for public, employers, school students, community groups, etc)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stage 1. Outreach program Expand existing programs to Wash Co – MDE Programs.</td>
</tr>
<tr>
<td><strong>Speed, Flow, and Delay Improvements</strong></td>
<td></td>
<td>Intersection Improvements (Dedicated turn lanes, improved signalization, etc. Some may already be a part of the TIP or Plan.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Take credit for all 3 Intersection Improvement programs in the SHA Memorandum.</td>
</tr>
<tr>
<td>Interchanges</td>
<td>SHA memo – 1 program</td>
<td>Awaiting data from MDOT.</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>----------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>Signalization Improvements-</td>
<td>SHA memo – 3 programs</td>
<td>Used MAQONE for analysis.</td>
</tr>
<tr>
<td>Signal coordination, other.</td>
<td></td>
<td>Awaiting data for 1 program.</td>
</tr>
<tr>
<td>Incident Management/ITS/ETC</td>
<td>Ongoing Incident Management programs with CHART</td>
<td>Used MAQONE for analysis.</td>
</tr>
<tr>
<td></td>
<td>FY 2007 Incident Management Programs with CHART</td>
<td>Used MAQONE for analysis.</td>
</tr>
<tr>
<td><strong>Federal Control Measures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NLEV</td>
<td></td>
<td>Calculated with MOBILE6.</td>
</tr>
<tr>
<td>Tier II</td>
<td></td>
<td>Calculated with MOBILE6.</td>
</tr>
<tr>
<td>HDE Standard</td>
<td></td>
<td>Calculated with MOBILE6.</td>
</tr>
<tr>
<td><strong>State Control Measures (OTR Programs)</strong></td>
<td>MD OBD II Program.</td>
<td>Calculated with MOBILE6.</td>
</tr>
<tr>
<td><strong>Vehicle Acquisitions</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>On-Road Vehicle Replacements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fleet Replacement</td>
<td>1. Used MAQONE for analysis.</td>
</tr>
<tr>
<td></td>
<td>SHA memo – 12 vehicles</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transit fleet replacement (Bus replacement).</td>
<td>2. Used MAQONE for analysis.</td>
</tr>
<tr>
<td></td>
<td>- Turning Point: one replacement in 2003.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- County Commuter, scheduled replacement: 2004=2; 2005=3; 2006=3; and 2007=4.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Transit engine re-built (Installation of Emissions Reduction Devices on Engine Rebuild). County Commuter: 3 engine re-built in 2003, and 3 engine re-built schedule in 2004.</td>
<td>3. Used MAQONE for analysis.</td>
</tr>
<tr>
<td><strong>Off-Road Vehicle Replacement</strong></td>
<td>SHA memo</td>
<td>Awaiting data from Mike.</td>
</tr>
<tr>
<td><strong>AREA SOURCES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTC Programs: 1. Consumer Products (CP)</td>
<td></td>
<td>Data received from MDE.</td>
</tr>
<tr>
<td>Source Type</td>
<td>Description</td>
<td>Data Source</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>------------------------------------------------------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Architectural and Industrial Maintenance</td>
<td>(AIM)</td>
<td></td>
</tr>
<tr>
<td>Portable Fuel Containers (PFC)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Low Emissions Paint</td>
<td></td>
<td>Awaiting data from MDOT.</td>
</tr>
</tbody>
</table>

**STATIONARY SOURCES**

See MDE Inventory of Permitted and Non-permitted Sites.

<table>
<thead>
<tr>
<th>Source Type</th>
<th>Description</th>
<th>Data Source</th>
<th>1)</th>
<th>2)</th>
<th>3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RACT/RACM Controls</td>
<td></td>
<td>Awaiting data from MDE.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Research any emissions trading programs currently in Baltimore/D.C.</td>
<td></td>
<td>Awaiting data from MDE.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL EMISSION BENEFITS (kg/day):**

-1792.55  -3715.04

**TOTAL EMISSION BENEFITS (Tons/day):**

-1.98  -4.10
<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure/ Description</th>
<th>Color Code</th>
<th>Description / Comments</th>
<th>Emission Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HIGHWAY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VMT and Trip Reduction Measures</td>
<td>Busing/rail/transit incentive programs offered to employees by employers. (Use in combine with public transit/ infrastructure measure).</td>
<td></td>
<td>Propose Free Code Red ride on the transit service.</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Transit Service Expansions (geographic, service frequency, other). Public transit infrastructure</td>
<td></td>
<td>Ask MTA. Initial expectation – not likely.</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Flextime / Alternative Work Schedules (hours, days, or weeks). (Employer voluntary adjustment of work schedules and/or credit for employer plans to adjust work schedules to reduce peak travel.)</td>
<td></td>
<td>Government MOU for CWW/AWS.</td>
<td>No data received.</td>
</tr>
<tr>
<td></td>
<td>2. Public Education Efforts-(Institute ozone awareness and energy/ resource conservation programs for public, employers, school students, community groups, etc)</td>
<td></td>
<td>2. Stage 2. Outreach program. Expand existing programs to Wash Co – MDE Programs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E-government / E-commerce Enhancements</td>
<td></td>
<td>Check Wash Co Gov website for information on possible number of trips to MVA or other county agencies eliminated with E-Commerce.</td>
<td>No data available</td>
</tr>
<tr>
<td><strong>State Control Measures (OTR Programs)</strong></td>
<td>Mandate low RVP</td>
<td></td>
<td>Calculated RVP with MOBILE6.</td>
<td>-671.32 -45.36</td>
</tr>
<tr>
<td></td>
<td>Expansion of Reformulated Gasoline to Washington County</td>
<td></td>
<td>Washington County does not have a RFG.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stage II Controls</td>
<td></td>
<td>Credit if already implemented.</td>
<td></td>
</tr>
<tr>
<td><strong>Fleet Operations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Diesel Outreach Programs:
- **Vehicle Idling Policies/Restrictions** (HDDV)
- **Restrictions on fleet and location of idling.**
- **Delivery Times Outside Peak Travel Time Periods**
- **Refueling in Evening Hours**

**Gov MOU. Outreach efforts for voluntary reductions. Truck Gate Idling, Truck stop electrification, etc.**

**Data required for Truck counts from I-81 study and SHA counts for Wash Co.**

**Public outreach.**

**Gov MOU, Clean Air Partners, Episodic Control Measure.**

No programs

### Vehicle Acquisitions

<table>
<thead>
<tr>
<th>ULEV and SULEV Vehicles as Replacements for Existing Standard Vehicles or Fleet Expansions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tied in with Fleet replacement.</td>
</tr>
</tbody>
</table>

### Accelerated Fleet Replacement Cycles

1. Check with Wash Co Gov for any fleet replacement programs.
2. Check MTA for transit fleet replacement.

### OTHER MOBILE SOURCE (Off-Road)

<table>
<thead>
<tr>
<th>Limits on Use of Construction Activities- Restrictions on days, hours, OAP, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Construction Activities taking place during off-peak hours (night time)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fuels- Programs to promote the use of lower polluting fuels for off road mobile equipment. These programs can be voluntary, mandatory, or incentive-based.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impacts of new diesel rules on off-road model.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Engine Retrofits- Replacement or reworking of older higher emitting engines with newer lower emitting parts.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impacts diesel retrofits on off-road model.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vehicle Replacement- Replacement of older higher emitting vehicles with newer lower emitting vehicles.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impacts of low emission vehicles on off-road model.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Locomotive Engine Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impacts of train engine replacement on off-road model.</td>
</tr>
</tbody>
</table>
### AREA SOURCES

<table>
<thead>
<tr>
<th>Source Description</th>
<th>Previous Efforts</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lawn and Garden Equipment Scappage / Replacement Programs-Encouraging accelerated turnover/replacement of older higher emitting devices with newer lower emitting models</td>
<td>Previous programs in Baltimore/D.C. Need funding source. If funding source available then implementable program</td>
<td></td>
</tr>
<tr>
<td>Landside Conditioned Air / Idling Restrictions-Use of on-board auxiliary power units or ground power units in lieu of running aircraft engines.</td>
<td>Check along with Airport Expansion Plan.</td>
<td>Current Airport Expansion Plan does not address this control measure.</td>
</tr>
</tbody>
</table>

### STATIONARY SOURCES

<table>
<thead>
<tr>
<th>Source Description</th>
<th>Previous Efforts</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOx and/or VOC Reductions by Specific Permitted and Un-permitted Sources-Voluntary or mandatory reduction programs to achieve emissions reductions greater than existing emissions reduction requirements.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Source Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOURCE CATEGORY</td>
<td>Emission Benefits</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------</td>
<td></td>
</tr>
<tr>
<td>Control Measure/ Description</td>
<td>VOC kg/day</td>
<td>NOx kg/day</td>
</tr>
<tr>
<td><strong>Color Code</strong></td>
<td><strong>Description / Comments</strong></td>
<td><strong>Status</strong></td>
</tr>
<tr>
<td><strong>HIGHWAY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>VMT and Trip Reduction Measures</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transit Oriented Development</td>
<td>No transit advantages in region</td>
<td>No</td>
</tr>
<tr>
<td>Land Use Planning Programs- Programs to encourage land use alternatives.</td>
<td>Existing maps.</td>
<td>Priority funding areas maps and protected lands map received.</td>
</tr>
<tr>
<td><strong>Speed, Flow, and Delay Improvements</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carpool Lots</td>
<td>SHA memo – 2 programs identified (possible but with budget constraints)</td>
<td>No</td>
</tr>
<tr>
<td>Bike/ Pedestrian Facilities- Incentives for bicycle and pedestrian to work - routes, construction, facilities. Bike paths/ walkways.</td>
<td>No new programs – SHA Memo.</td>
<td>No programs</td>
</tr>
<tr>
<td><strong>Federal Control Measures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alternative Fuels for Fleet Vehicles- Use of CNG, LNG, LPG, biodiesel, electric, methane, etc.</td>
<td>Check to see if there are any stations for fueling in the county.</td>
<td>No stations in Washington County.</td>
</tr>
<tr>
<td><strong>Fleet Operations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Specify Vendor Delivery Hours in Contracts- Scheduling deliveries away from peak ozone formation time periods.</td>
<td>No programs</td>
<td></td>
</tr>
<tr>
<td>Shaded Parking Areas- Reduces A/C use and cool-down idle times.</td>
<td>No programs</td>
<td></td>
</tr>
<tr>
<td>Maximize Vehicle Occupancy / Minimize Vehicles at Worksites</td>
<td>No programs</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>----------------------</td>
<td>------------------</td>
</tr>
<tr>
<td></td>
<td>Reduce Fuel Consumption by X%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No programs</td>
<td></td>
</tr>
</tbody>
</table>

| Vehicle Scrappage / Exchange | No funding. |
| Vehicle Emissions Repair Assistance | Gas cap replacement. |
| Opacity Regulation           | Current test study programs in MD. |
|                               | Test program |

**OTHER MOBILE SOURCE (Off-Road)**

| Airport Landside Vehicle Programs- | Currently there is an Airport Expansion Plan for the Hagerstown Region Airport (Richard A. Henson Field Runway 9-27 Improvement Program). Proposed completion date is December 31, 2007. No vehicles purchases. |
| Required use of improved technologies, fuels, and overall usage strategies. | |

| Vehicle Programs for Other Installations- | Required use of improved technologies, fuels, and overall usage strategies. |
| Required use of improved technologies, fuels, and overall usage strategies. | |

**AREA SOURCES**

| Fuels- | Non-road models for fuels. |
| Voluntary, mandatory, or incentive-based use of lower polluting fuels for stationary equipment such as water and fuel pumps, generators, etc. | |

| Reforestation | Dept of Agricultural Programs. |

**STATIONARY SOURCES**

| Alternative Power Use- | |
| Replacement liquid fueled equipment (vehicles, pumps, hand-held tools, etc.) with electric powered devices, or retrofit existing devices for use of electric power. | |
Color Code Legend:

- Measures Already Implemented
- Measures Schedule for Implementation (by 2007)
- New Measures
- Measures Implemented in Baltimore or D.C., New to Washington County
Meeting Minutes

Subject: Early Action Compact for Washington County, Maryland. Time: 9AM
Date: 8/28/03 Place: BAKER

Attendees: Howard Simons MDOT
           Mike Nixon MDOT
           Randy Molser MDE
           Jim Frazier Baker
           Bob Kaiser Baker
           Raj Paradkar Baker

The purpose of the meeting was to discuss the progress of the Early Action Compact for Washington County and to prepare a preliminary list of control measures to be included for evaluation. The following are the minutes of the meeting:

1. The group reviewed the available list of control measures from different sources and a final list was created based on the criteria listed in Table 2. This list is shown in Table 3. This table lists all control measures that are either existing or can be implemented in the Washington County by 2007, for which credit can be taken for the EAC. The first column lists the programs under 4 main source categories: Highway, Other Mobile Sources (off-road), Area Sources and Stationary Sources. The next column identifies whether the program is suitable for implementation or if it should be checked whether the program already exists in the region. The comments column includes description of the type of program/measure that is considered.

2. Next the group determined out of the list of the measures listed in Table 3, which are already implemented, scheduled for implementation or are new measures for the region. Data collection efforts were identified and the deadline to provide the data was decided to be September 30th.

3. Baker will begin to analyze the potential control measures that data is available for.

4. Baker would send a data request memo to MDOT (Atten: Howard Simons) for the HPMS data.

5. MDOT will approach Greg Snook to find out if he would be interested in attending the next meeting to bring the county up to date with the status of the EAC.

6. Every Friday all members present will update the rest of the group for the data collected during the week.

7. An updated schedule is listed in Table 1 below.
Table 1: Updated Schedule and Milestones

<table>
<thead>
<tr>
<th>Complete</th>
<th>Schedule</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 28th</td>
<td>Control Measures Selection (non-constrained)</td>
<td></td>
</tr>
<tr>
<td>Sept 30th</td>
<td>Deadline for data collection.</td>
<td></td>
</tr>
<tr>
<td>End of Oct</td>
<td>Control Measures Evaluation</td>
<td></td>
</tr>
<tr>
<td>End of Oct</td>
<td>Control Measures Selection based on initial evaluation/screening.</td>
<td></td>
</tr>
<tr>
<td>Before Dec 15th</td>
<td>County Commissioner/MPO presentation (bi-weekly)</td>
<td></td>
</tr>
<tr>
<td>Dec 15th</td>
<td>Public Meeting for potential control measures</td>
<td></td>
</tr>
<tr>
<td>Nov 15th</td>
<td>County Staff presentation (Greg Snook/Bob Arch)</td>
<td></td>
</tr>
<tr>
<td>Dec 31st</td>
<td>Progress Report submittal to the EPA.</td>
<td></td>
</tr>
<tr>
<td>Mid Jan</td>
<td>County Commissioner Selection Meeting</td>
<td></td>
</tr>
<tr>
<td>Feb/March</td>
<td>Public Meeting/Comments</td>
<td></td>
</tr>
<tr>
<td>Mid March</td>
<td>County Commissioner Approval Meeting</td>
<td></td>
</tr>
<tr>
<td>March 31st</td>
<td>EPA's Final Submittal of Control Measures Selected for implementation – deadline March 31st 2004.</td>
<td></td>
</tr>
</tbody>
</table>

8. A list of criteria used in the initial screening of the list of the control measures are listed in Table 2 below:

Table 2: Criteria for selecting a control measure

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>Cost will be the number one criteria governing the decision for a measure to be in the list.</td>
</tr>
<tr>
<td>“Looks Good”</td>
<td>Should ‘look’ like a good project to the EPA.</td>
</tr>
<tr>
<td>Agency Implementation</td>
<td>Should appear to be feasible to the agency for implementation.</td>
</tr>
<tr>
<td>Emission Reduction</td>
<td>Initial evaluation of the measure should determine it to have a significant potential to reduce emission.</td>
</tr>
<tr>
<td>Voluntary/Mandatory Comment</td>
<td>Public comments?</td>
</tr>
<tr>
<td>Implementation Schedule</td>
<td>Should be feasible to implement within the evaluation year to be beneficial.</td>
</tr>
<tr>
<td>OTR Requirements</td>
<td></td>
</tr>
<tr>
<td>Availability of data for evaluation</td>
<td>Data collection should not be so intensive that the measure will become impossible to evaluate.</td>
</tr>
</tbody>
</table>

9. Next meeting: It was decided that the next meeting should take place mid October. This meeting will be to discuss the evaluation till date of the control measures selected during the initial screening and to updated the list based on the evaluation.
<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure/ Description</th>
<th>Yes/No</th>
<th>Color Code</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIGHWAY VMT and Trip Reduction Measures</td>
<td>Ride-matching/Commuter Connections (Car and Vanpool Programs / Incentives / Employer Participation. Incentives and support for car and vanpool and promoting alternate transport methods.)</td>
<td>Check: MDOT</td>
<td></td>
<td>1. Ride-matching: Check for pre-existing programs. If not is it possible to expand it to the county and regional cities. 2. Commuter Connections Type Outreach Marketing efforts.</td>
</tr>
<tr>
<td></td>
<td>Transit Programs (including bus pool) Incentives / Employer Participation. Busing/rail/transit incentive programs offered to employees by employers. (Use in combine with public transit/ infrastructure measure).</td>
<td>Check: MDOT</td>
<td></td>
<td>1. Need routes and ridership numbers for existing Transit service in area. 2. Propose Free Code Red ride on the transit service. Hagerstown has fixed route bus service. 3. Any shuttle services in the region?</td>
</tr>
<tr>
<td></td>
<td>Transit Service Expansions (geographic, service frequency, other). Public transit infrastructure</td>
<td></td>
<td></td>
<td>Ask MTA. Initial expectation – not likely.</td>
</tr>
<tr>
<td></td>
<td>Transit Oriented Development</td>
<td>N</td>
<td>Color Code</td>
<td>No transit advantages in region</td>
</tr>
<tr>
<td></td>
<td>Park and Ride Lots and Improvements</td>
<td>Check: MDOT</td>
<td></td>
<td>1. Check for all existing PNR lots in the county. Collect data for analysis. For existing lots credit has not been taken. If lots are functioning by 2007 then credit can be taken for them.</td>
</tr>
<tr>
<td></td>
<td>Flextime / Alternative Work Schedules (hours, days, or weeks). (Employer voluntary adjustment of work schedules and/or credit for employer plans to adjust work schedules to reduce peak travel.) Telework/ Telecommuting (Incentives/support for telecommuting)</td>
<td>Check: MDE/MDOT</td>
<td></td>
<td>1. Government MOU for CWW/AWS. 2. Check for existing Telework centers in Hagerstown, Fredrick. Check census data for telecommuter data.</td>
</tr>
<tr>
<td></td>
<td>Clear Skies-(Voluntary Clean Air Programs) Public Education Efforts-(Institute ozone awareness and energy/ resource conservation programs for public, employers, school students, community groups, etc)</td>
<td>Y</td>
<td></td>
<td>1. Clean Air Partners/Ozone Action Days. Voluntary programs. 2. Expand existing programs to Wash Co - MDE Programs.</td>
</tr>
<tr>
<td></td>
<td>E-governement / E-commerce Enhancements</td>
<td>Check: MDE</td>
<td></td>
<td>1. Check Wash Co Gov website for information on possible number of trips to MVA or other county agencies eliminated with E-Commerce.</td>
</tr>
<tr>
<td></td>
<td>Land Use Planning Programs- Programs to encourage land use alternatives.</td>
<td>Check: MDE</td>
<td></td>
<td>1. Existing maps.</td>
</tr>
</tbody>
</table>

- ** Measures Already Implemented
- ** Measures Scheduled for Implementation (by 2007)
- ** New Measures
- ** Measures Implemented in Baltimore or D.C., New to Washington County
<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure/ Description</th>
<th>Yes/No</th>
<th>Color Code</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speed, Flow, and Delay Improvements</td>
<td>Intersection Improvements (Dedicated turn lanes, improved signalization, etc. Some may already be a part of the TIP or Plan.)</td>
<td>Y</td>
<td></td>
<td>Take credit for all 3 Intersection Improvement programs in the SHA Memorandum.</td>
</tr>
<tr>
<td></td>
<td>Interchanges</td>
<td>Y</td>
<td></td>
<td>SHA memo - 1 program</td>
</tr>
<tr>
<td></td>
<td>Carpool Lots</td>
<td>Y</td>
<td></td>
<td>SHA memo - 2 programs identified (possible but with budget constraints)</td>
</tr>
<tr>
<td></td>
<td>Signalization Improvements- Signal coordination, ITS, other.</td>
<td>Y</td>
<td></td>
<td>SHA memo - 3 programs</td>
</tr>
<tr>
<td></td>
<td>Incident Management/ITS/ETC</td>
<td>Y</td>
<td></td>
<td>1. Ongoing Incident Management programs with CHART 2. SHA memo – 5 programs</td>
</tr>
<tr>
<td>Federal Control Measures</td>
<td>Alternative Fuels for Fleet Vehicles- Use of CNG, LNG, LPG, biodiesel, electric, methane, etc.</td>
<td>Check - MDE</td>
<td></td>
<td>Check to see if there are any stations for fueling in the county.</td>
</tr>
<tr>
<td></td>
<td>NLEV</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tier II</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>HDE Standard</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Low Sulfur Diesel</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Control Measures (OTR Programs)</td>
<td>I/M programs (OBD, IM240)</td>
<td>Y</td>
<td></td>
<td>What’s the required RVP?</td>
</tr>
<tr>
<td></td>
<td>Fuels (Reformulated Gasoline or Low RVP)</td>
<td>Check</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stage II Controls</td>
<td>Check - MDE</td>
<td></td>
<td>Credit if already implemented.</td>
</tr>
<tr>
<td>Fleet Operations</td>
<td>Vehicle Idling Policies/Restrictions- (HDDV) Restrictions on fleet and location of idling.</td>
<td>Check - MDOT</td>
<td></td>
<td>Gov MOU. Outreach efforts for voluntary reductions. Truck Gate Idling, Truck stop electrification, etc. Data required for Truck counts from I-81 study and SHA counts for Wash Co.</td>
</tr>
<tr>
<td></td>
<td>Delivery Times Outside Peak Travel Time Periods</td>
<td>N</td>
<td></td>
<td>Public outreach.</td>
</tr>
<tr>
<td></td>
<td>Refueling in Evening Hours</td>
<td>Check</td>
<td></td>
<td>Gov MOU, Clean Air Partners, Episodic Control Measure.</td>
</tr>
<tr>
<td></td>
<td>Staff Travel Time and Delivery Streamlining</td>
<td>N</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- : Measures Already Implemented
- : Measures Scheduled for Implementation (by 2007)
- : New Measures
- : Measures Implemented in Baltimore or D.C., New to Washington County
<table>
<thead>
<tr>
<th>SOURCE CATEGORY</th>
<th>Control Measure/ Description</th>
<th>Yes/No</th>
<th>Color Code</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Shaded Parking Areas-</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reduces A/C use and cool-down idle times.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Maximize Vehicle Occupancy / Minimize Vehicles at Worksites</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reduce Fuel Consumption by X%</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Specify Vendor Delivery Hours in Contracts-</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Scheduling deliveries away from peak ozone formation time periods.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Acquisitions</td>
<td>Vehicle Replacements</td>
<td>Y</td>
<td></td>
<td>SHA memo – 5 projects, 23 vehicles</td>
</tr>
<tr>
<td></td>
<td>ULEV and SULEV Vehicles as Replacements for Existing Standard Vehicles or Fleet Expansions</td>
<td>N</td>
<td></td>
<td>Tied in with Fleet replacement.</td>
</tr>
<tr>
<td></td>
<td>Accelerated Fleet Replacement Cycles</td>
<td>Check</td>
<td></td>
<td>1. Check with Wash Co Gov for any fleet replacement programs.</td>
</tr>
<tr>
<td></td>
<td>Resizing future vehicles</td>
<td>N</td>
<td></td>
<td>2. Check MTA for transit fleet replacement</td>
</tr>
<tr>
<td>Other</td>
<td>Vehicle Scrappage</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vehicle Emissions Repair Assistance</td>
<td>Check</td>
<td></td>
<td>Gas cap replacement. Check – MDE</td>
</tr>
<tr>
<td></td>
<td>Opacity Regulation</td>
<td>Check</td>
<td></td>
<td>Current test study programs in MD.</td>
</tr>
<tr>
<td>OTHER MOBILE SOURCE (Off-Road)</td>
<td>Airport Landside Vehicle Programs-</td>
<td>Y</td>
<td></td>
<td>Check for expansion plan. Specifically for vehicle purchases - MDE</td>
</tr>
<tr>
<td></td>
<td>Required use of improved technologies, fuels, and overall usage strategies.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vehicle Programs for Other Installations-</td>
<td>N</td>
<td></td>
<td>Percentage of Construction Activities taking place during off-peak hours (night time)</td>
</tr>
<tr>
<td></td>
<td>Required use of improved technologies, fuels, and overall usage strategies.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Limits on Use of Construction Activities-</td>
<td>Y</td>
<td></td>
<td>Impacts of new diesel rules on off-road model – check MDE.</td>
</tr>
<tr>
<td></td>
<td>Restrictions on days, hours, OAP, etc.</td>
<td>Check</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- : Measures Already Implemented
- : Measures Scheduled for Implementation (by 2007)
- : New Measures
- : Measures Implemented in Baltimore or D.C., New to Washington County
<table>
<thead>
<tr>
<th>Source Category</th>
<th>Control Measure/ Description</th>
<th>Yes/No</th>
<th>Color Code</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engine Retrofits-</td>
<td>Replacement or reworking of older higher emitting engines with newer lower emitting parts.</td>
<td>Check</td>
<td>Impact</td>
<td>Impacts diesel retrofits on off-road model – check MDE.</td>
</tr>
<tr>
<td>Vehicle Replacement-</td>
<td>Replacement of older higher emitting vehicles with newer lower emitting vehicles.</td>
<td>Check</td>
<td>Impact</td>
<td>Impacts of low emission vehicles on off-road model – check MDE.</td>
</tr>
<tr>
<td>Locomotive Engine Replacement</td>
<td></td>
<td>Check</td>
<td>Impact</td>
<td>Impacts of train engine replacement on off-road model – check MDE.</td>
</tr>
<tr>
<td>Area Sources</td>
<td>OTC Programs (AIM, CP, PFC)</td>
<td>Check</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landside Conditioned Air / Idling Restrictions-</td>
<td>Use of on-bard auxiliary power units or ground power units in lieu of running aircraft engines.</td>
<td>Y</td>
<td>Check</td>
<td>Check along with Airport Expansion Plan.</td>
</tr>
<tr>
<td>Improved / Streamlined Non-Essential Activity Scheduling-</td>
<td>Reduced or rescheduled training, operations, engine/vehicle maintenance, construction, and other activities during ozone season, peak days, etc.</td>
<td>N</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Promoting ozone awareness and emission prevention activities. (Mowing, painting restrictions)</td>
<td>Check</td>
<td>1. Clean Air Partners, Voluntary Measures 2. Gov MOU</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fuels-</td>
<td>Voluntary, mandatory, or incentive-based use of lower polluting fuels for stationary equipment such as water and fuel pumps, generators, etc.</td>
<td>Check – MDE</td>
<td>Non-road models for fuels.</td>
<td></td>
</tr>
<tr>
<td>Lawn and Garden Equipment Scrappage / Replacement Programs-</td>
<td>Encouraging accelerated turnover/replacement of older higher emitting devices with newer lower emitting models</td>
<td>Check</td>
<td>Previous programs in Baltimore/D.C. Need funding source. If funding source available then implementable program.</td>
<td></td>
</tr>
<tr>
<td>Reforestation</td>
<td></td>
<td>Check</td>
<td>Dept of Agricultural Programs.</td>
<td></td>
</tr>
<tr>
<td>Stationary Sources</td>
<td>See MDE Inventory of Permitted and Non-permitted Sites.</td>
<td>Check</td>
<td></td>
<td>1. RACT/RACM Controls. 2. Research any emissions trading programs currently in Baltimore/D.C.</td>
</tr>
<tr>
<td>Source Category</td>
<td>Control Measure/ Description</td>
<td>Yes/No</td>
<td>Color Code</td>
<td>Comments</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
<td>--------</td>
<td>------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>New Source Review</td>
<td>NeXx and/or VOC Reductions by Specific Permitted Sources</td>
<td>Check</td>
<td>N</td>
<td>Measures Measures implemented in Baltimore or D.C., New to Washington County</td>
</tr>
<tr>
<td></td>
<td>Voluntary or mandatory reduction programs to achieve emissions reductions greater than existing emissions reduction requirements.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Alternative Power Use-Replacement liquid fueled equipment (vehicles, pumps, hand-held tools, etc.) with electric powered devices, or retrofit existing devices for use of electric power.</td>
<td>N</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Subject: Early Action Compact for Washington County, Maryland. Time: 9AM
Date: 8/6/03

Place: BAKER

Attendees: Howard Simons MDOT
Mike Nixon MDE
Randy Moiser MDE
Beverly Gollykeson MDE
Jim Frazier Baker
Rajan Paradkar Baker

The purpose of the meeting was to discuss the progress of the Early Action Compact for Washington County. Status from EPA concerning the EAC submittals were discussed and milestones were set leading to the final submittal to the EPA on March the 31st 2004. The following are the minutes of the meeting:

1. The EPA has acknowledged the June 16th submittal in writing but has not yet commented on the June 30th submittal. MDE said they do not expect to hear from EPA on the June 30th progress report.

2. The next EAC submittal to the EPA is the initial UAM modeling protocols and base conditions due August 31. MDE is leading this effort, with a joint submittal with VA and WVA.

3. The next progress report is due on December 31st, which is an update of the control measures, public meetings selected, etc. followed by the final list of control measures on January 31st. The final EAC recommended control measures are due to EPA on March 31st. In order to meet the deadlines for the submissions a schedule for the next few months was discussed with the following milestones set:

Table 1: Schedule and Milestones

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASAP/Aug 28th</td>
<td>Control Measures Selection (non-constrained)</td>
</tr>
<tr>
<td></td>
<td>- Also include SHA's list of projects</td>
</tr>
<tr>
<td></td>
<td>- MDE's OTC/Statewide/Federal projects</td>
</tr>
<tr>
<td>ASAP</td>
<td>Initial Control Measures Evaluation</td>
</tr>
<tr>
<td>Before Dec 1st</td>
<td>County Staff presentation (Greg Snook/Bob Arch) and Control Measures</td>
</tr>
<tr>
<td>Before Dec 15th</td>
<td>recommendations to county</td>
</tr>
<tr>
<td>Dec 15th</td>
<td>County Commissioner/MPO presentation (bi-weekly)</td>
</tr>
<tr>
<td>Dec 31st</td>
<td>Public Meeting for potential control measures</td>
</tr>
<tr>
<td>Mid Jan</td>
<td>Progress Report submittal to the EPA</td>
</tr>
<tr>
<td>Jan 31st</td>
<td>County Commissioner Selection Meeting</td>
</tr>
<tr>
<td></td>
<td>EPA's Preliminary Submittal of Control Measures Selected – deadline</td>
</tr>
<tr>
<td>Feb/March</td>
<td>Public Meeting/Comments</td>
</tr>
<tr>
<td>Mid March</td>
<td>County Commissioner Approval Meeting</td>
</tr>
</tbody>
</table>
4. A list of criteria was also discussed during the meeting, which will be used in the initial screening of the list of the control measures. They are listed in the table below:

Table 2: Criteria for selecting a control measure

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>Cost will be the number one criteria governing the decision for a measure to be in the list.</td>
</tr>
<tr>
<td>Agency Implementation</td>
<td>Should appear to be feasible to the agency for implementation.</td>
</tr>
<tr>
<td>Emission Reduction</td>
<td>Initial evaluation of the measure should determine it to have a significant potential to reduce emission</td>
</tr>
<tr>
<td>Voluntary/Mandatory</td>
<td></td>
</tr>
<tr>
<td>Comment</td>
<td>Public comment</td>
</tr>
<tr>
<td>Political/Public Acceptance</td>
<td>Should be feasible to implement within the evaluation year to be beneficial.</td>
</tr>
<tr>
<td>Implementation Schedule</td>
<td></td>
</tr>
<tr>
<td>OTR Requirements</td>
<td></td>
</tr>
<tr>
<td>Availability of data for evaluation</td>
<td>Data collection should not be so intensive that the measure will become impossible to evaluate.</td>
</tr>
</tbody>
</table>

5. The analysis year for all control measures will be 2007. So for all calculation/evaluations 2007 should be used as the Base Year or Evaluation Year.

6. Next meeting: It was decided that the next meeting should take place before the end of August 2003. This meeting will be to discuss selection of the control measures for evaluation from the available sources.
BOARD OF COUNTY COMMISSIONERS
** AGENDA **

March 16, 2004

7:30 am  MARYLAND COOPERATIVE EXTENSION ADVISORY COUNCIL
BREAKFAST MEETING, 7303 Sharpsburg Pike, Boonsboro

8:30 am  Depart for 100 W. Washington Street, Rm 227

9:00 am  CALL TO ORDER, President Gregory I. Snook
INVOCATION and PLEDGE OF ALLEGIANCE
APPROVAL OF MINUTES

9:05 am  PURCHASING MONTH AWARD WINNER ANNOUNCEMENT AND
PRESENTATION – Karen Luther

9:10 am  COMMISSIONERS’ REPORTS & COMMENTS

9:30 am  WASHINGTON COUNTY DEPT. OF WATER QUALITY BUDGET
PRESENTATION AND RATE SETTING

10:30 am  CITIZENS PARTICIPATION

10:40 am  OTHER BUSINESS:
County Attorney Issues - Richard Douglas, John Martirano
Appointments to County Boards & Commissions - Joni Bittner (Appointment Animal
Control Authority)
County Administrator’s Comments - Rod Shoop

11:00 am  WASHINGTON COUNTY SOLID WASTE DEPARTMENT BUDGET
PRESENTATION

11:30 a.m.  Depart for Hagerstown Community College

12:00 noon  LUNCHEON AND BUDGET PRESENTATION WITH HAGERSTOWN
COMMUNITY COLLEGE BOARD OF TRUSTEES

2:00 pm  Depart for 100 W. Washington Street

2:30 pm  BID AWARD RUNWAY 9-27 IMPROVEMENT PROGRAM, PACKAGE 1,
HAGERSTOWN REGIONAL AIRPORT – Karen R. Luther, Carolyn Motz and
Mahesh S. Kukata, P.E.

Continued next page
2:45 pm  CONTRACT RENEWAL (PUR-858) UNIFORMS FOR SHERIFF’S OFFICE –
PATROL, JUDICIAL AND CORRECTIONAL OFFICERS – Karen R. Luther

2:55 pm  SOLE SOURCE CONTRACT AWARD FOR GRINDER PUMPS FOR USE BY
THE DEPARTMENT OF WATER QUALITY – Karen Luther and Rocky L. Bishop

3:05 pm  CASA BUDGET PRESENTATION

3:25 pm  GRANT AWARD – HAZARDOUS MATERIALS EMERGENCY
PREPAREDNESS (HEMP) FUNDING – Joe Kroboth

3:35 pm  GRANT AWARD – COMMUNITY EMERGENCY RESPONSE TRAINING AND
CITIZEN’S CORP COUNCIL – Joe Kroboth

3:45 pm  EARLY ACTION COMPACT TO ATTAIN 8 HOUR OZONE STANDARD– Steve
Goodrich

4:00 pm  CONSTRUCTION BID AWARD, HARPERS FERRY ROAD CULVERT
REPLACEMENT 01/06, CONTRACT NO. DR-HF-138-12 – Terry McGee

4:15 pm  CLOSED SESSION – (Consider matters that concern proposals for businesses or
industrial organizations to locate, expand, or remain in the State; consult with staff or
other individuals about pending or potential litigation; and consult with counsel to
obtain legal advice)
include terrorism activities, first aid, and CPR, fire suppression, light search and Rescue, and handling of animals in a disaster. The Citizens' Corps Council is a sub-committee of the Local Emergency Planning Committee. All costs are funded through federal government grants. The measure was approved by unanimous vote.

EMERGENCY MANAGEMENT PERFORMANCE GRANT

Kroboth requested approval of this grant, for $32,712 from the Maryland Emergency Management Agency. This is an annual grant from MEMA to support activities statewide, and is used to supplement salary expenses, supplies and materials. 50% matching funds are required, and are included in the current DES budget. The measure was approved by unanimous vote.

EARLY ACTION COMPACT TO ATTAIN 8 HOUR OZONE STANDARD

Interim Planning Director Steve Goodrich brought this matter before the Boards, requesting approval of the Early Action Compact in order to meet then March 31 Environmental Protection Agency (EPA) deadline. The EAC is a document to show EPA that compliance activities are taking place in Washington County to meet the 8-Hour Ozone Standard. A public hearing on the matter was held on February 25th and received no negative response. Primary emphasis of the finalized plan is to demonstrate control measures already implemented, or which will be implemented by the County by 2007. If the effort is not continued, the County could have higher costs associated with transportation planning and stricter air quality standards. The measure was approved by unanimous vote.

CONSTRUCTION BID AWARD; HARPER'S FERRY ROAD CULVERT

County Chief Engineer Terry McGee requested approval of a low Construction Bid Award for $158,820, with budget transfer of $20,000 for the project, which involves removal and replacement of a drainage culvert on Harper’s Ferry Road approximately 5 miles south of Sharpsburg. The award would go to the low bidder, Building Systems Inc., of Hagerstown. A 60-day calendar day contract, notice to proceed could be June 1, 2004, with expected completion date of July 30, 2004. Harper's Ferry Road would be closed during that period, and appropriate detour notices posted. A budgeted CIP project in the current fiscal year, the budget balance is $146,580 and not adequate to cover then bid amount. The transfer would come from a miscellaneous drainage account. The measure was approved by unanimous vote, with Commissioner Kercheval abstaining for personal reasons.

PLEASE NOTE: THIS IS A SUMMARY NEWS RELEASE, NOT OFFICIAL MINUTES. FOR OFFICIAL COMMISSIONERS' MINUTES GO TO

www.washco-md.net/commissioners/minutes/minutes_table.htm
BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

County Administration Building
100 West Washington Street, Room 226
Hagerstown, Maryland 21740-4727
Telephone/TDD: 240-313-2200
Fax: 240-313-2201

Gregory I. Snook, President
William J. Wivell, Vice-President
James F. Kercheval
John C. Munson
Doris J. Nipps

BOARD OF COUNTY COMMISSIONERS
** A G E N D A **

February 17, 2004

7:30 am  STATE OF THE COUNTY ADDRESS, FOUR POINTS HOTEL
9:30 am  CALL TO ORDER, President Gregory I. Snook
         INVOCATION and PLEDGE OF ALLEGIANCE
         APPROVAL OF MINUTES
9:35 am  INTRODUCTION OF NEW EMPLOYEES – Dee Hawbaker
9:40 am  COMMISSIONERS’ REPORTS & COMMENTS
10:00 am REPORTS FROM COUNTY STAFF
10:20 am PROPOSED 2004 COUNTY GOALS – Rod Shoop
10:30 am CITIZENS PARTICIPATION
10:40 am OTHER BUSINESS:
        County Attorney Issues - Richard Douglas, John Martirano
        Appointments to County Boards & Commissions - Joni Bittner
        County Administrator’s Comments - Rod Shoop
11:00 am CAPITAL IMPROVEMENT PROGRAM (CIP) FY2005-2010 BUDGET
         PRESENTATION – Debra Bastian
12:00 noon Departs for Museum, City Park
12:15 pm  Lunch at Washington County Museum of Fine Arts, Board of Trustees
1:15 pm   Departs for 100 W. Washington Street
1:30 pm   FINANCING OPTIONS AVAILABLE FOR EXTENSION OF RUNWAY 9-27 –
         Debra Bastian and Lester Guthorn
2:30 pm   PROPOSAL FOR ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO)
         TRANSITION POLICY – Stephen T. Goodrich
3:00 pm   EARLY ACTION COMPACT TO ATTAIN 8 HOUR OZONE STANDARD – Stephen
         T. Goodrich
3:35 pm   CONTRACT AWARD (PUR-893) CONSTRUCTION/BUILDING INSPECTION
         SERVICES – REQUIREMENTS CONTRACT – Karen Luther & Rob Slocum
3:45 pm   Departs for City Hall, One W. Franklin Street
4:00 pm   TAX SET-OFF MEETING WITH CITY OF HAGERSTOWN

*Individuals requiring special accommodations are requested to contact the Office of the County Commissioners, 240.313.2200
*voice/240.313.2077 TDD, to make arrangements no later than ten (10) working days prior to the meeting. Notice is given that the
Board of County Commissioners of Washington County, Maryland will meet in closed session to discuss personnel matters, to consult
with counsel, to obtain legal advice, and to discuss businesses moving into the county from outside the state in accordance with
Section 10-508 State Government Article, Annotated Code of Maryland.
BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND
County Administration Building
100 West Washington Street, Room 226
Hagerstown, Maryland 21740-4727
Telephone/TDD: 240-313-2200
Fax: 240-313-2211

Gregory I. Snook, President
William J. Wivell, Vice-President
James F. Kercheval
John C. Munson
Doris J. Nipps

---

BOARD OF COUNTY COMMISSIONERS
*** A G E N D A ***

April 22, 2003

7:30 am
EMPLOYEE SERVICE AWARDS BREAKFAST, 4 POINTS HOTEL

9:00 am
CALL TO ORDER, Vice President William J. Wivell
INVOCATION and PLEDGE OF ALLEGIANCE
APPROVAL OF MINUTES

9:05 am
PROCLAMATION CITIZENS OF THE YEAR

9:15 am
COMMISSIONERS’ REPORTS & COMMENTS

9:30 am
PUBLIC HEARING – PROPOSED MODIFICATION TO ENVIRONMENTAL HEALTH FEES – Richard Douglas

9:40 am
REPORTS FROM COUNTY STAFF

9:55 am
EMERGENCY SHELTER GRANT APPLICATION – Dave Jordan and Sherry Neil

10:00 am
RAP(RENAL ALLOWANCE PROGRAM) TO WORK FY 2003 – Dave Jordan & Sherry Neil

10:10 am
EARLY ACTION COMPACT AIR QUALITY PROGRAM MITIGATION – Bob Arch

10:40 am
CITIZENS PARTICIPATION

11:10 am
OTHER BUSINESS:
County Attorney Issues - Richard Douglas, John Martirano
Appointments to County Boards & Commissions - Joni Bitner (Reappointment Board of Zoning Appeals; Appointment Recreation & Parks Board; Reappointment Board of Examiners & Supervisors for Electricians)
County Administrator’s Comments - Rod Shoop

11:20 am
REVISED BOARDS AND COMMISSIONS POLICY – Richard Douglas

11:30 am
Depart for Agriculture Center

12:00 pm
LUNCHEON AT WASHINGTON COUNTY RURAL HERITAGE MUSEUM

1:45 pm
Depart for 100 W. Washington Street

2:15 pm
COMMENTS REGARDING THE NEW COMPREHENSIVE PLAN AND THE REVISED ZONING ORDINANCE – Thomas Pirey

2:35 pm
BID AWARD – BROADFORDING ROAD BRIDGE – Terry McGee

---

* Individuals requiring special accommodations are requested to contact the Office of the County Commissioners, 240.313.2200
* Individuals requiring services through TDD, to make arrangements no later than ten (10) working days prior to the meeting. Notice is given that the Board of County Commissioners of Washington County, Maryland will meet in closed session to discuss personnel matters, to consult with counsel, to obtain legal advice, and to discuss businesses moving into the county from outside the state in accordance with Section 10-508 State Government Article, Annotated Code of Maryland.
2:45 pm  BID AWARD – TENNIS COURTS REPAIR – Terry McGee & Jim Sterling
2:55 pm  YOUTH OF THE MONTH Eric Rollins
3:05 pm  PART TIME WEIGH CLERK POSITION – Bob Davenport
3:10 pm  CONTRACT RENEWAL (PUR-721) ELECTRICAL MAINTENANCE SERVICES – Karen Luther
3:20 pm  BID AWARD (PUR-858) UNIFORMS FOR SHERIFF’S OFFICE – Karen Luther
3:40 pm  WASHINGTON COUNTY SHERIFF’S DEPARTMENT PROMOTIONS – Sheriff Mades
3:50 pm  CLOSED SESSION (Consult with staff, consultants, or other individuals about pending and potential litigation; consult with counsel to obtain legal advice; and discuss a personnel matter)
April 22, 2003
Hagerstown, Maryland

SERVICE AWARDS BREAKFAST
The Commissioners met at 7:30 a.m. at the Four Points Hotel for the annual service/retirement awards program. Service pins were presented to County employees for their years of service to Washington County government, and the following retirees were honored: Lois McAllister, Terry W. Shives, Lucille Mowen, Ronald Karn, Ray Gruber, Carl R. Flowers, Carroll Keller, and Tyrone L. Houser. Vice President Wivell thanked the employees on behalf of all the Commissioners for their hard work and dedication to County government.

The regular meeting of the Board of County Commissioners of Washington County, Maryland, was called to order at 9:03 a.m. by Vice President William J. Wivell with the following members present: Commissioners James F. Kercheval, John C. Munson, and Doris J. Nippe.

INVOCATION AND PLEDGE OF ALLEGIANCE
The Invocation was delivered by Commissioner Kercheval, followed by the Pledge of Allegiance to the Flag by the full assemblage.

APPROVAL OF MINUTES - APRIL 15, 2003
Motion made by Commissioner Kercheval, seconded by Munson, to approve the minutes of April 15, 2003, as amended. Unanimously approved.

PROCLAMATION - CITIZENS OF THE YEAR
Vice President Wivell commended Gary Rohrer, Director of Public Works, for his remarks at the rally for the troops held last Saturday and sponsored by AMVETS Post 10. Commissioner Munson read a proclamation in support of all United States Soldiers, Sailors, Airmen, Marines, and Coast Guard personnel in the war against Iraq and honoring all who have served in the military as Citizens of the Year. At this time, Commissioner Wivell read a list of names of all County employees who have served in the armed forces and the names of those with immediate family members who are currently serving.

COMMISSIONERS' REPORTS AND COMMENTS
Commissioner Kercheval reported on the meeting of the Public Golf Corporation Board of Directors. He stated that he attended the rally in support of our troops and the conference on child abuse and neglect. Commissioner Kercheval also reported on
meetings with Stephanie Stone, Director of the Washington County Community Partnership for Children & Families regarding issues with Brothers United Who Dare to Care, and with Dr. Philip Dukes regarding concerns about state funding for the Mental Health Authority. He stated that the Planning Commission met with the Agricultural Land Preservation Advisory Board to discuss transfer development rights. John Martirano, Assistant County Attorney, provided an update on the status of the Right to Farm Ordinance. Commissioner Kercheval reviewed a letter from the Delegation to the General Assembly outlining the state funding cuts to the counties.

Commissioner Munson complimented the staff on the employee awards breakfast.

Commissioner Nipps stated that she attended the Economic Development Commission's (EDC) Business Recognition Dinner. She also congratulated the EDC staff on the award they received. Commissioner Nipps reported on the Airport Advisory Commission meeting. She stated that she participated with the employees in support of the troops by reciting the Pledge of Allegiance and singing patriotic songs last Thursday.

Commissioner Wivell reported on the meetings of the Water & Sewer Advisory Commission and the Economic Development Commission. He stated that he attended Salem Avenue Elementary's 50th anniversary open house and the Boonsboro Volunteer Fire Company banquet. Commissioner Wivell reported on the PenMar Development Corporation meeting, the Celebration of Business, and the Salute to Veterans.
APRIL 22, 2003
PAGE TWO

PUBLIC HEARING – PROPOSED MODIFICATION TO ENVIRONMENTAL HEALTH FEES

Motion made by Commissioner Kercheval, seconded by Munson, to convene as the Board of Health at 9:32 a.m. Unanimously approved. The Commissioners adjourned as the Board of Health at 9:45 a.m.

Sitting as the Board of Health, the Commissioners convened a public hearing at 9:32 a.m. in order to hear comments with regard to the proposed modification to Environmental Health Fees. William Christoffel, Health Officer, stated that the Health Department is recommending that the Environmental Health Service fee schedule include a one time per year fee for temporary food service in the amount of $15. Laurie Bucher, Director of the Environmental Health Division, explained that when an individual wants to sell food at a one-time yard sale or other similar temporary event, a Temporary Food Service Permit must now be obtained for a fee of $50. This fee would be reduced to $15 for a one time per year event. The hearing was then opened for public testimony. There was no one present who wished to testify.

Motion made by Commissioner Nipps, seconded by Kercheval, to approve a modification to the Environmental Health Fees for Washington County to include a one time per year fee for temporary food service in the amount of $15. Motion carried with Commissioners Nipps, Kercheval, and Wivell voting “AYE” and Commissioner Munson voting “NO.”

REPORTS FROM COUNTY STAFF

Gary Rohrer, Director of Public Works, informed the Board that the sign at the entrance to Hopewell Valley has been installed. He stated that he met with developers who have projects underway in the Longmeadow Road/Maugans Avenue corridor in order to address the impacts on various roadways in the area and the requirements of the Adequate Public Facilities Ordinance. Mr. Rohrer also reviewed the stream bank restorations in the Beaver Creek and Hancock areas to be done this fiscal year.

Joe Kroboth, Emergency Services Director, informed the Commissioners that Joey Chojnacki received the "Dispatcher of the Year" award and David Pheil received "Shift Supervisor of the Year" award at the Tri-State Telecommunications Banquet. Mr. Kroboth stated that he is testing applicants for part-time
dispatcher positions this week. He also indicated that he would be meeting with FEMA regarding the reimbursement for the President’s Day snowstorm. Mr. Kroboth explained that FEMA would pay 75% of the costs for a 48-hour period of the storm.

Robert Arch, Director of Planning & Community Development, reported that his office has been in contact with the National Park Service to explore regulations about the conversion of excess Federal property into park land. He stated that he has been working with Dennis McGee, Director of Facilities Management for the Board of Education, on the formula on funding for school capacity in the Adequate Public Facilities Ordinance. Mr. Arch indicated that he is also reviewing the methods used by other counties in the State.

**EMERGENCY SHELTER GRANT APPLICATION**

Motion made by Commissioner Kercheval, seconded by Munson, to approve the submission of a grant application to the Department of Housing & Community Development for an Emergency Shelter Grant in the amount of $50,000 that would provide funding for the Community Action Council, CASA, St. John’s Shelter, and REACH, Inc. Unanimously approved.

**RENTAL ALLOWANCE PROGRAM (RAP) TO WORK - GRANT APPLICATION**

David Jordan, Executive Director of Community Action Council (CAC), asked the Commissioners to approve the submission of the Rental Allowance Program (RAP) to Work application and grant agreement for FY 2003 to the Department of Community Services. He stated that Washington County’s allocation for the program year is $30,000.

Motion made by Commissioner Nipps, seconded by Munson, to submit an application to the Office of Rental Services Programs for the Rental
Allowance Program (RAP) to Work application for FY 2003 and Grant Agreement for an amount up to $30,000. Unanimously approved.

EARLY ACTION COMPACT AIR QUALITY PROGRAM MITIGATION
Robert Arch, Director of Planning & Community Development, introduced Tad Abern from the Maryland Department of the Environment (MDE) who made an informational presentation on the Early Action Compact of the Air Quality Program Mitigation.

Mr. Abern provided information on the air pollution levels in Maryland and Washington County. He stated that the data shows that Washington County was above the eight-hour ozone standards for eight days in 2002. He also explained the new Environmental Protection Administration (EPA) standards and Early Action Compact (EAC) agreements. Mr. Abern stated that the first step in the process is to designate the areas that do not meet the new ozone standard as “nonattainment.” He explained that the basic concept of an EAC is to allow an area to defer designation and certain requirements by enacting regulations to come into compliance early and thereby avoid certain regulatory requirements. Mr. Abern also outlined the process for establishing the non-attainment areas, the schedule for designating areas, the criteria, and the timelines for an EAC. Mr. Arch explained the benefits of implementing an EAC for Washington County. The meeting was then opened for questions from the Commissioners. They thanked Mr. Abern for the presentation and expressed interest in implementation of an EAC.

CITIZENS PARTICIPATION
T.S. Alphin stated that the hangar rent that he pays at the Hagerstown Regional Airport is too high for the facility. Commissioner Nipps explained that the Airport Commission is compiling information on fair market values. The Commissioners stated that they would have the Airport Commission respond to Mr. Alphin regarding his concerns.

Donald Allensworth spoke about State cuts in highway user revenues, the defeat of the legislation regarding slot machines, and his opposition to imposition of a County transfer tax.

GRANT AGREEMENT - MARYLAND TRANSIT ADMINISTRATION
Motion made by Commissioner Nipps, seconded by Munson, to approve a grant agreement with the State Transit Administration
in the amount of $85,000 with the local share to be paid by the Department of Social Services for the JOBS Program. Unanimously approved.

REAPPOINTMENT - BOARD OF ZONING APPEALS
Motion made by Commissioner Nipps, seconded by Kercheval, to reappoint Jan Wetterer to the Board of Zoning Appeals for a three-year term. Unanimously approved.

APPOINTMENT - RECREATION & PARKS BOARD
Motion made by Commissioner Nipps seconded by Kercheval, to appoint Deborah Murphy to the Recreation & Parks Board for a three-year term. Unanimously approved.

REAPPOINTMENT - BOARD OF EXAMINERS & SUPERVISORS FOR ELECTRICIANS
Motion made by Commissioner Munson, seconded by Nipps, to reappoint Daniel Shank to the Board of Examiners & Supervisors for Electricians for a three-year term. Unanimously approved.

COUNTY ADMINISTRATOR'S COMMENTS
Rodney Shoop, County Administrator, thanked Vicki Lumm, Legal Secretary; Tina Rupert, Office Associate; and Norman Bassett, Public Information Officer, for planning the activities in recognition of our armed forces. Mr. Shoop stated that the Sheriff’s Department is monitoring the traffic situation near Clear Spring High School. He informed the Commissioners that they would be receiving the new Employee Handbook this week.

EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) CONTRACT - MODIFICATION
Motion made by Commissioner Nipps, seconded by Kercheval, to approve the modification of the TEFAP contract to authorize Food Resources, Inc. to
receive additional grant funding of $10,000 for purchase of a mobile food pantry, with the remainder of the funding needed to be provided by private and corporate donations. Unanimously approved.

REVISED BOARDS AND COMMISSIONS POLICY (PR-22)
Richard Douglas, County Attorney, reviewed revisions to the Boards and Commissions Policy. Mr. Douglas stated that an exception to the residency requirement has been added for members of the Economic Development Commission (EDC). Applicants for the EDC would be considered who are employed by or affiliated with business entities with a substantial presence in Washington County. Certain other minor revisions were made for clarification and to otherwise update the policy.

Motion made by Commissioner Kercheval, seconded by Nipps, to adopt the proposed revisions to the Boards and Commissions Policy (PR-22), including an exception to the residency requirement for appointment to the Economic Development Commission. Unanimously approved.

RECESS – LUNCH AND TOUR OF WASHINGTON COUNTY RURAL HERITAGE MUSEUM
The Commissioners recessed at 11:34 a.m. for lunch and a tour of the Washington County Rural Heritage Museum.

AFTERNOON SESSION
The afternoon session was called to order at 2:20 p.m. by Vice President William J. Wivell with the following members present: Commissioners James P. Kercheval, John C. Munson, and Doris J. Nipps.

COMMENTS REGARDING THE NEW COMPREHENSIVE PLAN AND THE REVISED ZONING ORDINANCE
Thomas Firey appeared before the Commissioners to comment on the recently adopted Comprehensive Plan. Mr. Firey stated that private rural landowners whose property has been devalued by "downzoning" should be compensated. He indicated that because downzoning is intended to benefit all county residents by preserving the area, it seems appropriate that the landowners be compensated for the loss and the costs be equally distributed so that citizens would equally share the burden. Mr. Firey estimated that it would cost $145 million to compensate the property owners. He provided data on the formula used to
determine the cost of agricultural land versus the development value and the cost of downzoning. Mr. Firey also stated that the county could offer an annual compensation reimbursement in the form of a tax credit on rural property. The meeting was then opened for questions and discussion.

**BID AWARD - REHABILITATION OF BROADFORDING ROAD BRIDGE**
Motion made by Commissioner Kercheval, seconded by Nipps, to award the contract for the rehabilitation of the Broadfording Road Bridge to BEKA Industries, Inc., which submitted the low responsive, responsible bid of $693,000, conditional on SHA concurrence since it is a Federal Aid project. Unanimously approved.

**BID AWARD - TENNIS COURTS REPAIR**
Motion made by Commissioner Nipps, seconded by Kercheval, to award the bid for tennis courts repair and resurfacing to Craig Paving, Inc., which submitted the low responsive, responsible bid of $245,000 for Option 1 (a total of 26 courts located at North Hagerstown, South Hagerstown, Williamsport, and Smithsburg High Schools). Unanimously approved.

**YOUTH OF THE MONTH AWARDS - MARCH 2003**
Commissioner Nipps presented a Certificate of Merit to Eric Rollins in recognition of his selection as the March 2003 Youth of the Month by the Washington County Community Partnership for Children & Families (WCCP). The Commissioners commended Eric for his leadership, academic and extra-curricular activities. Commissioner Nipps stated that Eric would also receive a $50 savings bond from the WCCP.

**PART-TIME WEIGHT CLERK POSITION - SOLID WASTE DEPARTMENT**
Robert Davenport, Director of the Solid Waste Department, requested that the Commissioners approve his request to advertise to fill the Part-time
APRIL 22, 2003
PAGE FIVE

Weigh Clerk position (Grade 7) at the Forty West Landfill to fill an existing vacancy. Mr. Davenport stated that it is a budgeted position.

Motion made by Commissioner Munson, seconded by Nipps, to approve the request to fill the position of Part-time Weigh Clerk at the Forty West Landfill. Unanimously approved.

CONTRACT RENEWAL - ELECTRICAL MAINTENANCE SERVICES
Motion made by Commissioner Kercheval, seconded by Munson, to renew the contract for electrical maintenance services with Kube Electric Company, Inc. with the requested increases for an electrician and helper for a one-year period. Unanimously approved.

BID AWARD - UNIFORMS FOR SHERIFF’S DEPARTMENT PERSONNEL
Motion made by Commissioner Munson, seconded by Nipps, to award the bid for uniforms for the Sheriff’s Office as follows:
Section I (Sheriff’s Patrol and Judicial) to Red the Uniform Tailor, Inc. in the total amount of $14,130; and Section II (Correctional Officers) to Jimmie Muscatello’s in the total amount of $11,972, as based on estimated quantities, for a one-year period with an option by the County to renew the contract for up to two additional consecutive one year periods. Unanimously approved.

SHERIFF’S DEPARTMENT PROMOTIONS
A ceremony was held to promote Rodney D. Weight to the Rank of First Sergeant, Chief of Security, Detention Center, at the Sheriff’s Department. Sheriff Charles Mades reviewed First Sergeant Weight’s history with the Department, and he was then presented with his new badge by Capt. Douglas Mullendore.
Sheriff Mades then promoted Corporal Terri L. Blair to the Rank of Sergeant, Programs Coordinator, Detention Center. Craig T. Rowe was promoted to the Rank of Corporal, Detention Center and presented with his badge by his daughter. Cpl. Peter A. Lazich was promoted to the Rank of Sergeant, Patrol Division, Narcotics Task Force, and presented with his Sergeant’s badge by his son. The Commissioners congratulated them on their promotions and thanked them for their dedication and hard work.

DISTRIBUTION OF NEW EMPLOYEE HANDBOOKS
Dee Hawbaker, Assistant Human Resources Director, distributed the new edition of the Employee Handbook and reviewed the revisions.

CONVENE IN CLOSED SESSION
Motion made by Commissioner Munson, seconded by Kercheval, to convene in closed session at 2:55 p.m. to consider personnel issues, discuss collective bargaining negotiations, and consult with staff, consultants, or other individuals about pending and potential litigation, and consult with counsel to obtain legal advice, in accordance with Section 10-508 of the State Government Article of the Annotated Code of Maryland. Unanimously approved.

RECONVENE IN OPEN SESSION
Motion made by Commissioner Nipps, seconded by Munson, to reconvene in open session at 5:07 p.m. Unanimously approved.

In closed session, the Commissioners consulted with counsel to obtain legal advice on two (2) matters, considered two (2) personnel issues, discussed collective bargaining negotiations, and consulted with staff, consultants, or other individuals about pending and potential litigation. Present during closed session were Commissioners William J. Wivell, John C. Munson, James F. Kercheval, and Doris J. Nipps. Also present at various times were Rodney Shoop, County Administrator; Richard Douglas, County Attorney; John Martirano, Assistant County Attorney; Joni Bittner, County Clerk; Sheriff Charles Mades; Captain Douglas Mullendore; and Lt. Martin Van Evans.

ADJOURNMENT
Motion made by Commissioner Kercheval, seconded by Nipps, to adjourn at 5:07 p.m. Unanimously approved.
APRIL 22, 2003
PAGE SIX

County Administrator

County Attorney

Clerk
BOARD OF COUNTY COMMISSIONERS

*** A G E N D A ***

December 16, 2003

December 18, 2003, 1:30 – 3:00 p.m., Meeting with Washington County Delegation to the General Assembly – EDC Conference Room, 100 W. Washington Street

8:00 am CALL TO ORDER, President Gregory I. Snook
INVOCATION and PLEDGE OF ALLEGIANCE
APPROVAL OF MINUTES

8:05 am COMMISSIONERS’ REPORTS & COMMENTS

8:20 am REPORTS FROM COUNTY STAFF

8:35 am INTRODUCTION OF NEW EMPLOYEES – Dee Hawbaker

8:40 am TASK FORCE/COMMITTEE TO REVIEW RURAL AREA ZONING – Rodney Shoop

9:05 am MARYLAND EMERGENCY MANAGEMENT ASSISTANCE COMPACT RESOLUTION – Joe Kroboth

9:15 am BID AWARD – FIRE & RESCUE INSURANCE – Annajean McKnight

9:25 am ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO) ARTICLE V – SCHOOLS (FINAL DRAFT) – Gary Rohrer, P.E.

9:40 am RENTAL ALLOWANCE PROGRAM (RAP) FISCAL YEAR 2004 APPLICATION - Dave Jordan

9:50 am Break

10:00 am SUBDIVISIONS EXEMPT FROM THE MORATORIUM DUE TO COMPLIANCE WITH DENSITY REQUIREMENTS OF THE COMPREHENSIVE PLAN – Steve Goodrich

10:10 am EARLY ACTION COMPACT TO ATTAIN 8 HOUR OZONE STANDARD – Steve Goodrich

10:30 am CITIZENS PARTICIPATION

11:00 am IMPLEMENTATION OF CHANGE IN IRS REGULATIONS FOR HEALTH CARE FLEXIBLE SPENDING ACCOUNTS – Dave Hankinson

11:10 am UPDATE ON THE CEMETERY RELOCATION AT THE 40 WEST LANDFILL SITE - Terry McGee

Page 1 of 2

Individuals requiring special accommodations are requested to contact the Office of the County Commissioners, 0.313.2200 Voice/240.313.2077 TDD, to make arrangements no later than ten (10) working days prior to the meeting.

Notice is given that the Board of County Commissioners of Washington County, Maryland will meet in closed session to discuss personnel matters, to consult with counsel, to obtain legal advice, and to discuss businesses moving into the county from outside the state in accordance with Section 10-508 State Government Article, Annotated Code of Maryland.
11:30 am  EMPLOYEE HOLIDAY CAROLING

11:50 am  Depart for 101 Summit Avenue

12:00 pm  ANNUAL LEGISLATIVE LUNCHEON WITH WASHINGTON COUNTY COMMUNITY ACTION COUNCIL (CAC)

1:15 pm  Depart for 100 W. Washington Street

1:30 pm  AWARD BID (PUR-887) TRACK LOADER – LEASE/PURCHASE, WASHINGTON COUNTY SOLID WASTE DEPARTMENT - Vicky McKenzie

1:45 pm  AWARD BID (PUR-889) HAULING OF SCRAP TIRES FROM THE FORTY WEST LANDFILL FOR RECYCLING – Karen Luther

2:00 pm  CLOSED SESSION – (Consult with staff, consultants, or other individuals about pending and potential litigation; consult with counsel to obtain legal advice; and consider matters that concern proposals for businesses or industrial organizations to locate, expand, or remain in the State)
December 16, 2003

Hagerstown, Maryland

The regular meeting of the Board of County Commissioners of Washington County, Maryland, was called to order at 8:00 a.m. by President Gregory J. Snook with the following members present: Vice President William J. Wivell and Commissioners James F. Kercheval, John C. Munson, and Doris J. Nipps.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was delivered by Commissioner Snook, followed by the Pledge of Allegiance to the Flag by the full assemblage.

COMMISSIONERS’ REPORTS AND COMMENTS

Commissioner Kercheval reported on the Maryland Association of Counties (MACo) Winter Conference and the meetings of the Economic Development Commission and the Public Golf Corporation. He also commented on Governor Ehrlich’s visit to Mack Trucks last week.

Commissioner Wivell informed the Commissioners that he attended the dedication ceremony for the new fire truck at the Funkstown Volunteer Fire Company. He stated that he also attended the Antietam National Battlefield Illumination.

Commissioner Munson stated that he was present when the Governor visited Mack Trucks last week.

Commissioner Nipps also reported on the MACO Winter Conference. She informed the Commissioners that she attended the open house at the Rural Heritage Museum and the Christmas Party sponsored by the Parent/Child Center.

Commissioner Snook informed the Commissioners that Founta infieldale Elementary School would hold its Christmas concert on December 17. He distributed a copy of the City of Hagerstown’s 2004 legislative requests. Commissioner Snook commented on the MACo Winter Conference.

REPORTS FROM COUNTY STAFF

Steve Goodrich, Interim Director of Planning, made a correction to the school capacity evaluation chart for elementary schools. The Commissioners discussed how this change would affect the available capacity figures.

Joe Kroboth, Director of Emergency Services, informed the Commissioners that the State has appointed a new director of the Maryland Emergency Management Administration. Mr. Kroboth stated that the assessment has been completed for the department that releases $140,000 of grant funding for the County.

Gary Rohrer, Director of Public Works, reviewed the plan for the natural gas recovery system at the old Re Road Landfill. Mr. Rohrer indicated that in the past, he has signed the supplemental letters of agreement for the master agreement to allow the County to receive State and Federal funding from the State Highway Administration (SHA). He stated that SHA has requested a letter from the Commissioners granting him the authority to sign on behalf of Washington County.
Motion made by Commissioner Nipps, seconded by Kercheval, to approve granting the Public Works Director the authority to sign supplemental letters of agreement on behalf of Washington County for SHA projects. Unanimously approved.

INTRODUCTION OF NEW EMPLOYEE

Dee Hawbaker, Human Resources Administrator, introduced new County employee Raymond Palmer (Permits & Inspections Department). The Commissioners welcomed Mr. Palmer and wished him well in his new position.

TASK FORCE/COMMITTEE TO REVIEW RURAL AREA ZONING

The Commissioners continued discussions regarding the formation of a task force/committee to review rural area zoning. Rodney Shoop, County Administrator, reviewed the decisions made at last week’s meeting about the composition of the group. He stated that the Commissioners agreed to appoint 13 members with one appointment to be made by each Commissioner and the remaining 8 members to be appointed by consensus. Mr. Shoop indicated that several organizations have requested representation on the committee. The Commissioners discussed the matter at length and decided to ask that each group send two recommendations for their consideration for appointment. The groups are as follows: 1) Farm Bureau/farm community; 2) Citizens for the Protection of Rights; 3) Citizens for the Protection of Washington County; 5) Greater Hagerstown Committee; 6) Chamber of Commerce; 7) a land use attorney to be suggested by the Bar Association; 8) Home Builders Association; 9) Appraisers; 10) Banking/financial Institutions; 11) Academia; 12) American Farmland Trust; 13) Cooperative Extension Service; 14) League of Women Voters and 15) Economic Development Commission. They tentatively agreed to schedule a discussion during the third week in January.

MARYLAND EMERGENCY MANAGEMENT ASSISTANCE COMPACT RESOLUTION

Motion made by Commissioner Kercheval, seconded by Wivell, to adopt a Resolution authorizing participation in the Maryland Emergency Management Assistance Compact in the event of an emergency or disaster in accordance with the Annotated Code of Maryland to provide personnel, equipment, materials and other forms of assistance, to any participating political subdivision or with the State of Maryland, pursuant to the terms and conditions thereof. Unanimously approved.

BID AWARD – INSURANCE FOR VOLUNTEER FIRE & RESCUE COMPANIES

Motion made by Commissioner Kercheval, seconded by Wivell, to award the contract for insurance for volunteer fire and rescue companies to Selective Insurance Company (Agent Stine Davis & Peck Insurance which submitted the only responsive, responsible quote for the package policy of $418,668 and workers compensation for volunteers of $152,531. Unanimously approved.

The Commissioners requested that staff evaluate the feasibility of utilizing self-insurance for volunteer fire and rescue companies.

ADOPTION OF ADEQUATE PUBLIC FACILITIES ORDINANCE ARTICLE V - SCHOOLS

Gary Rohrer, Director of Public Works, reviewed the final draft of the Adequate Public Facilities Ordinance (APFO) Article V – Schools. He reviewed the revisions made at the December 8 meeting. Article V of the APFO would become effective on January 1, 2004 and address inadequate capacity in schools due to residential growth and development. The Article addresses all residential development for which the Planning Commission has not granted final plat approval. Commissioner Kercheval emphasized that the Article applies to new subdivisions and not existing lots of record.

The Commissioners reviewed the draft and had several questions for Mr. Rohrer. After discussion, they agreed to make minor revisions in the final draft.

Motion made by Commissioner Wivell, seconded by Munson, to adopt Article V – Schools, with revisions to
Section 5.4.4, to the Adequate Public Facilities Ordinance, to become effective January 1, 2004. The Ordinance will be reviewed in six months. Unanimously approved.

RENTAL ALLOWANCE PROGRAM (RAP) APPLICATION FOR FY 2004

Motion made by Commissioner Nipps, seconded by Munson, to submit an application to the State Office of Rental Services Programs for the Rental Allowance Program (RAP) application for FY 2004 and Grant Agreement for an amount up to $58,478. Unanimously approved.

SUBDIVISIONS EXEMPT FROM THE MORATORIUM DUE TO COMPLIANCE WITH DENSITY REQUIREMENTS OF THE COMPREHENSIVE PLAN

Steve Goodrich, Interim Planning Director, met with the Commissioners to review a subdivision plat titled Rocky Spring Enterprises, Inc., Lots 6, 7, and 8. Mr. Goodrich informed the Commissioners that the subdivision is consistent with the density guidelines of the adopted Comprehensive Plan. He stated that the Planning Commission has recommended approval of the plat. In combination with the lots approved prior to the moratorium, the subdivision would contain more than the five lots that are permitted. The Commissioner discussed the matter and approved the request.

Motion made by Commissioner Munson, seconded by Nipps, to approve the subdivision plat titled Rocky Spring Enterprises, Inc., Lots 6, 7, and 8, which is in compliance with the adopted Comprehensive Plan. Unanimously approved.

EARLY ACTION COMPACT TO ATTAIN EIGHT-HOUR OZONE STANDARD

Mr. Goodrich explained that the new Environmental Protection Administration (EPA) would include Washington County in the nonattainment area since it is located within the Washington, D.C. Consolidated Metropolitan Statistical Area. The County has committed to early action to reduce pollution levels and thereby avoid stricter regulatory requirements regarding transportation planning and air quality. He explained that the basic concept of an early action compact (EAC) is to allow an area to defer designation and certain requirements by enacting regulations to come into compliance early.

Mr. Goodrich introduced Jim Frazier from Baker Engineering, Randy Mosier from the Maryland Department Transportation (MDOT), and Mike Nixon from the Maryland Department of Environment (MDE), who were in attendance to provide information on the status of a report they are preparing on behalf of Washington County regarding the Early Action Compact. Mr. Mosier provided information on the milestones that the County is expected to accomplish in order to satisfy the requirements for the final report of the EAC and the possible consequences if it is not met. Mr. Nixon reviewed potential control measures that have been implemented and schedule and possible measures that the County could enact. The meeting was opened for questions and discussion. The Commissioners acknowledged the support that State agencies have provided and thanked them for their assistance.

Motion made by Commissioner Nipps, seconded by Munson, to comply with the recommendations outlined today's presentation in order to meet future milestones of the EPA and to make the final report deadline of March 31, 2004, which is required for the Early Action Compact to meet the Eight-Hour Ozone Standards. Unanimously approved.

CITIZENS PARTICIPATION

Tom Berry had several questions about rezoning issues and the committee to be appointed to address rural zoning.

Pete Thomas, Executive Director of the Western Maryland Consortium, informed the Commissioners that he received notice that Western Maryland had the top performance record in the State and will be receiving bonus monies as a result of its performance.

Attorney John Umer, representing Todd and Michael Easterday, asked the Commissioners to approve a

change to the Comprehensive Plan to extend the Town of Boonsboro’s Town Growth Area boundary to cover the entire Stiles farm property. Mr. Umer stated that he discussed this with the chair of the Planning Commission before bringing it to the Commissioners. The Commissioners stated that they would take the matter under advisement and get an answer to them as soon as possible.

APPROVAL OF LOCAL LAW ENFORCEMENT GRANT – SHERIFF’S DEPARTMENT

Motion made by Commissioner Munson, seconded by Nipps, to accept a grant from The U.S. Department of Justice for a Local Law Enforcement Block Grant of $28,826 with a County match of $3,214, which was budgeted by the Sheriff’s. Unanimously approved.

AMENDMENT TO FLEXIBLE SPENDING PLAN

David Hankinson, Director of Human Resources, met with the Commissioners to request their approval to amend the County Flexible Spending Plan. Mr. Hankinson informed the Commissioners that the Internal Revenue Service (IRS) has ruled that Health Care Flexible Spending Accounts may be used to reimburse the cost of certain over-the-counter (OTC) medicines. He explained that the rule covers only those OTC drugs used for a medical condition and not for general health by the participant or their dependents. Mr. Hankinson provided examples of some items that are now eligible for reimbursement.

Motion made by Commissioner Wivell, seconded by Kercheval, to amend the Flexible Spending Plan to allow reimbursement for over-the-counter medicines now permitted in accordance with IRS Revenue Ruling 2003-102, to become effective January 1, 2004. Unanimously approved.

UPDATE - CEMETERY RELOCATION AT THE FORTY WEST LANDFILL SITE AND APPROVAL OF CHANGE ORDER AND BUDGET TRANSFER

Terry McGee, Chief Engineer, and Robert Siocum, Deputy Chief Engineer, provided an update on the cemetery relocation effort at the Forty West Landfill site. Mr. McGee explained that the discovery of twice as many burial sites as anticipated has increased the work effort and the costs of archeological services and reinterment. He reviewed the proposed Change Order No. 1 that reflects the increase based on unit cost items included in the original proposal. The Change Order requested is for $247,093.05. Since the current budget balance is not adequate to fully cover the cost increase, Mr. McGee asked for a transfer of $76,000 to fully fund the project. The meeting was then opened for questions and discussion.

Motion made by Commissioner Nipps, seconded by Kercheval, to approve Change Order No. 1 in the amount of $247,093.05 and the requested budget transfer of $76,000 (Account 498710-31-21010 LOI 007) to fund the Cemetery Relocation Project at the Forty West Landfill. Unanimously approved.

RECESS – COMMUNITY ACTION COUNCIL LUNCHEON AND CHRISTMAS CAROLING

The Commissioners recessed at 11:46 a.m. to join County employees in singing Christmas carols in front of the County Administration Building and to attend the annual legislative luncheon at the Community Action Council.

AFTERNOON SESSION

The afternoon session was called to order at 1:36 p.m. by President Gregory I. Snook, with the following members present: Vice President William J. Wivell and Commissioners James Kercheval, John Munson, and Doris Nipps.

APPROVAL OF MINUTES – DECEMBER 9, 2003

Motion made by Commissioner Kercheval, seconded by Nipps, to approve the minutes of December 9, 2003 as amended. Unanimously approved.

BID AWARD – TRACK LOADER – LEASE/PURCHASE – SOLID WASTE DEPARTMENT
Motion made by Commissioner Nipps, seconded by Munson, to award the contract for lease/purchase of a track loader for the Solid Waste Department to Alban Tractor Co., Inc., which submitted the lowest responsive, responsible annual lease payment of $66,681.01 for five years. Unanimously approved.

BID AWARD – HAULING OF SCRAP TIRES FROM FORTY WEST LANDFILL FOR RECYCLING

Motion made by Commissioner Munson, seconded by Wivell, to award the contract for the hauling of scrap tires from the Forty West Landfill for recycling to The Dirt Express Company, based on estimated annual quantities at unit costs for the sum total of $16,349. Unanimously approved.

APPOINTMENT OF PERMITS & INSPECTIONS

Motion made by Commissioner Kercheval, seconded by Nipps, to promote William Sprague to the position of Director of Permits & Inspections (Grade 16), and to promote Angela Smith to the position of Deputy Director (Grade 15). Unanimously approved.

CONVENE IN CLOSED SESSION

Motion made by Commissioner Munson, seconded by Nipps, to convene in closed session at 2:02 p.m. to consult with staff, consultants or other individuals about pending or potential litigation, consult with counsel to obtain legal advice, and consider matters that concern proposals for businesses or industrial organizations to locate, expand, or remain in the State, all in accordance with Section 10-506 of the State Government Article of the Annotated Code of Maryland. Unanimously approved.

RECONVENE IN OPEN SESSION

Motion made by Commissioner Kercheval, seconded by Wivell, to reconvene in open session at 4:08 p.m. Unanimously approved.

In closed session, the Commissioners consulted with counsel to obtain legal advice on three (3) matters, consulted with staff, consultants or other individuals about pending or potential litigation, and considered matters that concern proposals for businesses or industrial organizations to locate, expand, or remain in the State. Present during closed session were Commissioners Gregory I. Snook, William J. Wivell, James F. Kercheval, Doris J. Nipps, and John C. Munson. Also present at various times were Rodney Shoop, County Administrator; Richard Douglas; County Attorney; John Martirano, Assistant County Attorney; Duane Gigeous, Part-time Assistant County Attorney; Joni Blitner, County Clerk; Tim Troxell, Executive Director of the Economic Development Commission (EDC); Stephen Christian, EDC Business Development Specialist; EDC member Douglas Wright; Robert Garver, Regional Office of the Department of Business & Economic Development; Gary Rohrer, Director of Public Works; Terry McGee, Chief Engineer, and Greg Murray, Director of the Water Quality Department; and Water Quality Advisory Commission members Clarence Scheer, Scott Schubel, and Ed Renn.

APPROVAL TO ADVERTISE POSITION – BUDGET & FINANCE

Motion made by Commissioner Nipps, seconded by Kercheval, to authorize advertising to fill the Accounting Supervisor position in the Department of Budget and Finance. Unanimously approved.

ADJOURNMENT

Motion made by Commissioner Munson, seconded by Wivell, to adjourn at 4:09 p.m. Unanimously approved.

County Administrator

County Attorney

________________________, County Clerk

Back to the Minutes Table
Back to the Washington County Home Page

Home | Alphabetical Directory | County Government | About Washington County | About Our Towns and Corr

©2004 Washington County, Maryland

Heidi Adams, Managing Director
Clean Air Partners
777 North Capitol Street, NE
Suite 300
Washington, DC 20002-4239

Re: Meeting with Washington County Staff

Dear Heidi,

As we discussed during our telephone conversation this morning, Washington County has recently been designated as a non-attainment area for the 8-hour ozone standard. In conjunction with the Maryland Department of Transportation and the Maryland Department of the Environment we have submitted an Early Action Plan to the EPA outlining control measures that Washington County intends to implement in order to hopefully reach attainment before 2007.

It was during the process of choosing control measures for the Early Action Plan that we were informed of your organization Clean Air Partners. In an effort to gain more information about air quality and possible mitigation efforts we are interested in meeting with you to learn more about your organization.

This letter is to confirm our meeting set for Wednesday, July 21, 2004 at 1 pm here at the Washington County Administrative Annex in Hagerstown, Maryland. We look forward to meeting with you and learning more about your organization.

Sincerely,

Jill Baker
Associate Planner

cc: Randy Mosier, MDE
DATE: 11/5/04

MESSAGE TO: Sandy

NAME OF COMPANY: ____________________________

FAX NUMBER: 301-733-7264

NUMBER OF PAGES: ____________________________

Comments/Special Instructions: ______________________

Copy of ad requested

In Case of Transmission Difficulties, Please Call

Fax Number: __________________ Extension: ___________
TEXT OF BACK PAGE NEWSPAPER AD

(Larger Text and Bold)  Washington County Early Action Compact Public Meeting

The Washington County Department of Planning and Community Development will hold a stakeholders meeting to discuss and obtain public input on the proposed Early Action Compact program in compliance with the EPA Air Quality Standards. The meeting will be held in the conference room at the Washington County Administrative Annex, 80 West Baltimore Street, Hagerstown, MD on Wednesday, January 14, 2004 at 6:00 p.m. If you have any questions, please call (240) 313-2430.

INSTRUCTIONS

Publish 1 time each - Morning Herald and Daily Mail
Dates of Publication – 1/05/04, 1/12/04

Please Bill - Washington County Department of Planning & Community Development
                     80 West Baltimore Street
                     Hagerstown, MD 21740
                     (240) 313-2430
CERTIFICATION OF NEWSPAPER AD

I, Ann Reynolds, received prepared back page ads from the Washington County Planning and Community Development for Public Notice on 12/32/03 at 1:25.

These ads will be published on January 5, 2004 and on January 12, 2004, both papers.

Signature
Herald Mail Company

cc: file
Ravens

Continued from D1

"I’m going to be the starting quarterback for the Baltimore Ravens," he said. "I’ve got a lot to work on during the offseason; I want to go into next season on full speed. We accomplished a lot this year, but we have a lot more to accomplish."

That was the prevailing theme as the players packed their belongings into trash bags and went their separate ways.

Green Bay covered 69 yards in 12 plays. Green converted a fourth-and-1 from the 3 before surging into the end zone to tie it with 10:14 left.

Green later converted another fourth-and-1 at the Seattle
down.

Armed with the Defensive Player of the Year (Ray Lewis), the Offensive Player of the Year (Jameis Lewis) and six other Pro Bowlers, Billick intended to take the Ravens to the next level in 2004.

"It’s exciting to think where we’re at right now," he said.

Eight plays later, Green scored the lead.

But Hasselbeck brilliantly guided Seattle to the tying touchdown, hitting Bobby Engram on a 34-yard play before Alexander scored.

DIXON-TROXELL
AMERICAN LEGION POST #211
FUNKSTOWN, MD

Mon. - Hot Beef & Grilled Chicken $3.95
Tues. - Fried Chicken Dinner w/2 Veggies $4.95
Weds. - Shepherd's Pie w/1 Veg $4.95
Thurs. - Salmon Steak w/1 Veg $4.95
Fri. - Fried Fish Dinner w/2 Veggies $3.95
Sat. - Prime Rib w/2 Veggies $10.95
Sun. - Staffed Chicken Breast w/1 Veg $6.95

Lunch: 11-2, Dinner: 5-9

WASHING TON COUNTY-EARLY ACTIONERS
COMPACT PUBLIC MEETING

The Washington County Department of Aging and Community Development will hold a stakeholders’ meeting to discuss and obtain public input on the proposed Early Action Compact program to coincide with the EPA-Air Quality Standards. The meeting will be held in the conference room of the County Administration Building.

WASHINGTON COUNTY
ADMINISTRATIVE OFFICE
90 W. Main Street, Hagerstown, MD

WED., January 14, 2004 at 5:00 p.m.

If you have any questions, please call
240-319-2405.

NEW YEAR’S RESOLUTION
To return to college in
Frostburg, Maryland.

By John E.
Accounting
• Bachelor’s degree in Accounting
• MBA
• Master’s degree in Accounting

EHS Regional Office
20 Public Square, Hagerstown, MD
301-733-7264
fax: 301-733-7264
www.Frostburg.edu/ehs
MEMO TO: Potential Interested Parties

FROM: Stephen T. Goodrich, Interim Planning Director

DATE: February 13, 2004

SUBJECT: Early Action Compact Update - Public Meeting

Please be advised a public meeting will be held on Wednesday, February 25, 2004 at 6:00 p.m. to discuss the proposed Washington County Early Action Compact program in compliance with the EPA Air Quality Standards. The public meeting will be held in the conference room of the Washington County Administrative Annex, 80 West Baltimore Street, Hagerstown, Maryland.

If you have any questions or need directions, please contact the Washington County Department of Planning and Community Development at (240) 313-2430.

STG/sac
INVITATIONS TO THE PUBLIC MEETING
SENT TO THE FOLLOWING:

- MUNICIPALITIES (see attached listing)

- CITY OF HAGERSTOWN

- CHAMBER OF COMMERCE
  111 W. Washington Street
  Hagerstown, MD 21740

- GREATER HAGERSTOWN COMMITTEE, INC.
  5 Public Square
  Hagerstown, MD 21740  Attn: Art Callahan

- ECONOMIC DEVELOPMENT COMMISSION – Tim Troxell, Director

- JIM LAIRD
  Citizens for the Protection of Wash. Co.
  1903 Maplewood Drive
  Hagerstown, MD 21740
BOONSBORO (432-5141)
Town Hall
21 North Main Street
Boonsboro, MD 21713

Charles F. "Skip" Kauffman, MAYOR
Howard Long, Asst. Mayor
Richard E. Hawkins, Sr.
Gene Smith
Richard Gross
Ray Grove
Kevin Chambers

HAGERSTOWN (790-3200)
City Hall
One East Franklin Street
Hagerstown, MD 21740

William M. Breichner, MAYOR
Kristin B. Aleshire
N. Linn Hendershot
Lewis C. Metzner
Carol N. Moller
Penny May Nigh

CLEAR SPRING (842-2252)
Town Hall
P. O. Box 104
Clear Spring, MD 21722

Paul D. Hose, Jr., MAYOR
Julianna Albowicz, Vice Mayor
Gary L. Grove
Terry Baker
Mason B. Mundey

HANCOCK (678-5622)
Town Hall
126 West High Street
Hancock, MD 21750

Daniel Murphy, MAYOR
Randy Pittman
David B. Smith
W. Gregory Yost
Darwin Mills

FUNKSTOWN (791-0948)
Town Hall
P. O. Box 235
Funkstown, MD 21734

Robert L. Kline, MAYOR
Paul N. Crampton, Jr., Asst. Mayor
Sharon Chirgott
Kim Ramer
Robert Rodgers, Jr.
Richard Nigh
John Phillips

KEEDYSVILLE (432-5795)
Town Hall
P. O. Box 359
Keedysville, MD 21756

Lee Brandenburg Jr., MAYOR
Matt Hull, Asst. Mayor
Jackie Stranathan
Richard Walton
Barry Levey
SHARPSBURG (432-4428)
Town Hall
P.O. Box 368
Sharpsburg, MD 21782

Sidney Gale, MAYOR
Hal Spielman, Vice Mayor
J. W. Eichelberger
Russell Weaver
Patti Hammond
Ralph Hammond
Marjorie Jamison

WASHINGTON COUNTY - BOARD
OF COUNTY COMMISSIONERS
County Administration Building
100 West Washington Street
Hagerstown, MD 21740
(301) 791-3090

Gregory I. Snook
William J. Wivel
James F. Kercheval
Doris J. Nipps
John G. Munson

SMITHSBURG (824-7234)
Town Hall
P. O. Box 237
Smithsburg, MD 21783

Mildred "Mickey" Myers, MAYOR
Ralph Regan
James LaFemina
Elizabeth "Peachy" Mann
Jerome Martin
Jake Johnson

WILLIAMSPORT (223-7711)
Town Hall
P. O. Box 307
Williamsport, MD 21795

John W. Slayman, MAYOR
Timothy Ammons
Walter W. Tracy, Asst. Mayor
James McCleaf
Gloria Bitner
James C. Kalbfleisch
Roxanne Long
TEXT OF BACK PAGE NEWSPAPER AD

(Larger Text and Bold) Washington County Early Action Compact Public Meeting

The Washington County Department of Planning and Community Development will hold a public meeting to discuss and obtain public input on the proposed Early Action Compact program in compliance with the EPA Air Quality Standards. The meeting will be held in the conference room at the Washington County Administrative Annex, 80 West Baltimore Street, Hagerstown, MD on Wednesday, February 25, 2004 at 6:00 p.m. If you have any questions, please call (240) 313-2430.

INSTRUCTIONS

Publish 1 time each - Morning Herald and Daily Mail
Dates of Publication – 2/20/04, 2/23/04

Please Bill - Washington County Department of Planning & Community Development
80 West Baltimore Street
Hagerstown, MD 21740
(240) 313-2430
CERTIFICATION OF NEWSPAPER AD

I, [Name redacted], received prepared back page ads from the Washington County Planning and Community Development for Public Notice on [Date] at [Time].

These ads will be published on February 20, 2004 and on February 23, 2004, both papers.

[Signature]
Herald Mail Company

cc: file
HAGERSTOWN YMCA
1100 Eastern Blvd. N.
301-739-3990
We build strong kids, strong families, strong communities.

Ingram's Men's Shop announces the biggest PRESIDENT'S DAY SALE SAVE 50%-60% OFF Our sale prices are better than any outlet, warehouse or department store sale Sale Ends Feb. 21 301-739-3494 1st Block N. Jonathan St., Hagerstown Free Parking in our lot beside store

FIRST CHRISTIAN CHURCH YOUTH GROUP FAIRWAY ANNUAL SPAGHETTI DINNER SAT., FEB. 21ST 4:30 pm ~ 7:30 pm Adults: $5; Children (6-10) $3 Under 5 ~ FREE First Christian Church Fellowship Hall 1345 Potomac Ave., Hagerstown Ad Sponsored by Dr. Paul Maurillo

It's beginning to look a lot like Spring here!

LEHMANS MILL Fabulous Savings on Furniture Up to 40% Off everyday Johnson Benchworks, Keystone American Heritage and lots more!

BOTANICA SERVICES, INC.
Your Complete Landscape Maintenance Company Accepting New Lawn, Tree & Shrub Care Customers Superior Customer Service Expertly Trained Technicians High Quality Turf Materials Tree & Shrub Injection (Alternative to spraying)
Quality, Not Quantity Driven

GIVE YOUR HOME A NEW LOOK!
- Carpet/Carpel Remnants
- Vinyl/Carpet Remnants
- Hardwood Flooring (we install unfinished & unfixed hardwood flooring)
- We Seal & Stain Ceramic Tile
- Formica Countertops

WE SAND & REFRESH Your Hardwood Floors!

HAGERSTOWN FLOORS, INC.
1101 Virginia Ave., Hagerstown, MD 301-797-6100
MON.-FRI. 7 AM-7 PM (Wed. 7 AM-5 PM); SAT. 8 AM-2 PM
We Honor Most Major Credit Cards

ANNOUNCES NEW OFFICE HOURS:
Tuesday 8:00-5:00
Wednesday 8:00-5:00
Thursday 8:00-5:00
Friday 8:00-Noon

322 North Potomac St.
Hagerstown, MD 21740
301-739-1017
New Patients Welcome Most Insurance Accepted

GREENSBURG FARM MARKET Temple Orange Honey Tangarine Tomatoes 3 lbs. Apples - 99¢ Naval Oranges 50 lbs. Potatoes - 59.99 Princroze
17859 Virginia Ave., Hagerstown, MD 301-745-4094
Open Tues. through Sat. 10 a.m. - 5 p.m.
Closed Sun. & Mon.

WASHINGTON COUNTY EARLY ACTION COMPACT PUBLIC MEETING The Washington County Department of Planning and Community Development will hold a public meeting to discuss and obtain public input on the proposed Early Action Compact program in compliance with the EPA Air Quality Standards. The meeting will be held in the conference room of the Washington County Administrative Annex.

Sponsored by: Rohrbaugh Volunteer Fire Company.

JOIN PASTOR MARCIA FOR “Hold onto Your Seat Sunday!”
(Sermon Message - Measurements of Love)
February 22 8:30 a.m. & 10:45 a.m.

WILLIAMSPORT UNIT METHODIST CHURCH
25 East Church Street Williamsport, MD
Church School for All Ages at 9:30 a.m.

LEHMANS MILL Fabulous Savings on Furniture Up to 40% Off everyday Johnson Benchworks, Keystone American Heritage and lots more!

WASHINGTRN FARM MARKET Temple Orange Honey Tangarine Tomatoes 3 lbs. Apples - 99¢ Naval Oranges 50 lbs. Potatoes - 59.99 Princroze
17859 Virginia Ave., Hagerstown, MD 301-745-4094
Open Tues. through Sat. 10 a.m. - 5 p.m.
Closed Sun. & Mon.

WASHINGTON COUNTY EARLY ACTION COMPACT PUBLIC MEETING The Washington County Department of Planning and Community Development will hold a public meeting to discuss and obtain public input on the proposed Early Action Compact program in compliance with the EPA Air Quality Standards. The meeting will be held in the conference room of the Washington County Administrative Annex.

Sponsored by: Rohrbaugh Volunteer Fire Company.

JOIN PASTOR MARCIA FOR “Hold onto Your Seat Sunday!”
(Sermon Message - Measurements of Love)
February 22 8:30 a.m. & 10:45 a.m.

WILLIAMSPORT UNIT METHODIST CHURCH
25 East Church Street Williamsport, MD
Church School for All Ages at 9:30 a.m.

LEHMANS MILL Fabulous Savings on Furniture Up to 40% Off everyday Johnson Benchworks, Keystone American Heritage and lots more!

I have all sizes of Primitive Stars! Willow Tree Angels, Oodles of Candles, Home Decor and Fabulous Gifts that you’ll adore.

Spring Open House March 7th & 28th

CITICORP Pre-employment testing sessions will be held at our facility off I-81 at Mason Dixon Road on Friday, February 20, 8:45 AM Tuesday, February 24, 12:45 PM Testing is a pre-requisite for employment in any of our customer contact positions. Please arrive 15 minutes prior to scheduled time. For immediate consideration, please contact us at www.c.Roles.citcorps.com/hagerstown

Ask Us About CRUISES Hagerstown 301-797-3711 MAXIMUM CRUISE SAV Call your local independent or specialist for current specials on CruiseOne Magazine Carrie Chapman & Doug Choy

CRUISEONE A Division of Tugboat Television

CRUISEONE A Division of Tugboat Television
Date: 2/23/04

Message To: Sandy 240-313-2431

Company Name: ____________________________

From: Ann Reynolds
   Inside Sales Consultant
   1-301-733-5131 ext. 2040
   annr@herald-mail.com

Fax Number: 301-733-7264

Number of Pages: _______

Comments/Special Instructions: ____________________________

______________________________

This is a copy of how your ad would appear in The Herald Mail.

Ad in The Herald Mail in a week reaches 81% of Washington County Adults. The Herald Mail reaches over 107,000 Sunday readers and over 90,000 Daily.
(Spec Ads are property of the Herald-Mail Newspapers)
FOR IMMEDIATE RELEASE

CONTACT: NORMAN BASSETT
240-313-2077

WASHINGTON COUNTY EARLY ACTION COMPACT PUBLIC MEETING

The Washington County Department of Planning and Community Development will hold a public meeting to discuss and obtain public input on the proposed Early Action Compact program in compliance with federal Environmental Protection Agency Air Quality Standards.

The meeting is scheduled for Wednesday, February 25th at 6:00 p.m. in the conference room of the Washington County Administrative Annex, 80 West Baltimore Street, in Hagerstown.

For further information, please call (240) 313-2430.

###
(Larger Text and Bold) Washington County Early Action Compact Public Meeting

The Washington County Department of Planning and Community Development will hold a public meeting to discuss EPA Air Quality Standards and the Early Action Compact program in the Washington County Administrative Annex, 80 West Baltimore Street, Hagerstown, MD on Thursday, May 8, 2003 at 6:00 p.m. If you have any questions, please call (240) 313-2430.

INSTRUCTIONS

Publish 1 time each - Morning Herald and Daily Mail
Dates of Publication – 04/29/03, 05/05/03

Please Bill - Washington County Dept. of Planning & Community Development
80 West Baltimore Street
Hagerstown, MD 21740
(240) 313-2430
CERTIFICATION OF NEWSPAPER AD

Robin Brown received prepared back page ad from the Washington County Department of Planning and Community Development for Public Notice on 4/25 at 9:45

(Date) (Time)

The ad will be published on April 28, 2003 and May 5, 2003.

Signature
Herald Mail Company

cc: File
POLICEMAN’S BALL
SAT., MAY 17, 2003
9:00 PM to 1:00 AM
For more information or additional tickets, call:
Fraternal Order Of Police Thomas Pangborn Lodge 88
301-582-0406

A-1 QUALITY ROOFING
ROOFING * ROOFING * ROOFING
Spring-Time Specials
On All Roofing
ALL ESTIMATES FREE
10% DISCOUNT TO ALL
SENIOR CITIZENS
Phone Till 11:00 PM
301-791-6956
Ask For Jim
We Work in All-5A-WV

You BAKER ours of Service Lissing y!

KLINE SIDING
TORS SPECIALS
ick Covers, Awnings, g & Siding, systems.
1-800-714-2484

POLICEMAN’S BALL
SAT., MAY 17, 2003
9:00 PM to 1:00 AM
For more information or additional tickets, call:
Fraternal Order Of Police Thomas Pangborn Lodge 88
301-582-0406

A-1 QUALITY ROOFING
ROOFING * ROOFING * ROOFING
Spring-Time Specials
On All Roofing
ALL ESTIMATES FREE
10% DISCOUNT TO ALL
SENIOR CITIZENS
Phone Till 11:00 PM
301-791-6956
Ask For Jim
We Work in All-5A-WV

BINGO ROMANZA
SUNDAY, MAY 4, 2003
Doors Open At 10 AM and
BINGO STARTS AT 1:00 PM
Food will be available from the
company’s auxiliary.
Located at 55 St Paul Street,
Baltimore, MD
Prizes include:
25 Regular Games at $1.00 ea.
4 Special Games at $1.50 ea.
4 Double Draw at $2.00 ea.
2 Scratch-prize at $1.00 ea.
Tickets Only $20
Extra cards are available at the door. Smoking and non-
moking areas are available.
Call 301-791-5039 or
301-432-5433

Baker’s Dozen Home Delivery Offer!
Get 13 Months of Home Delivery When You Pay For 12.
If you subscribe to Home Delivery of The Herald-Mail
Newspaper You Can Receive This Great Offer!
CALL FOR DETAILS:
301-733-5131
The Herald-Mail Company

Baker’s Dozen Home Delivery Offer!
Get 13 Months of Home Delivery When You Pay For 12.
If you subscribe to Home Delivery of The Herald-Mail
Newspaper You Can Receive This Great Offer!
CALL FOR DETAILS:
301-733-5131
The Herald-Mail Company

Baker’s Dozen Home Delivery Offer!
Get 13 Months of Home Delivery When You Pay For 12.
If you subscribe to Home Delivery of The Herald-Mail
Newspaper You Can Receive This Great Offer!
CALL FOR DETAILS:
301-733-5131
The Herald-Mail Company

REACH Caregiver
FIRST ANNUAL SPRING AUCTION
Saturday, May 31, 2003
First Christian Church
1345 Park Ave., Hagerstown, MD
3:30 P.M.
Free, drawn & homemade Auction items
include handcrafted gifts, variety of home
items, Southwest Airlines Certificates, Boys
Baseball, Fishing Equipment, Round trip to D.C.
Dinner, Pamper Package, Diamond For Pals &
more
Something for everyone in all price ranges
$10.00 donation per person
Contact: REACH for tickets
301-733-2371 or
reachcaregivers@oad.com
Programs also available! Additional
DATE: 5/1/03

MESSAGE TO: Sandy

NAME OF COMPANY: _____________________ FAX 240-313-2431

MESSAGE FROM: _____________________

FAX NUMBER: 301-733-7264

NUMBER OF PAGES: _____________________

Comments/Special Instructions: _____________________

BP tearsheet you requested

In Case of Transmission Difficulties, Please Call

Margaret V. Reeder

Home Number: 301-733-5131 Extension: 2554