

**Open Work Session**  
**Capital Improvements Plan (CIP) 2020-2024 – General Services**  
**January 15, 2019**

Mr. Pate Matthews, General Services Supervisor, and Mr. Weston Young, Assistant Director of Administration, came before Council. Mr. Matthews distributed a handout to Council, and said the first item is a request for funding to work on the restrooms at the University of Maryland Extension Office. He reported, the building was built in the 1960s, has small bathrooms, and there is no handicapped accessibility, so he has been in contact with somebody from the University of Maryland who has provided a set of plans to reconfigure the restroom area in that building. He said it is going to require the floor being torn up and starting over in a square room, but there is enough space to get male and female handicapped restrooms. Mr. Dodd asked if there is public access to those restrooms, to which Mr. Matthews responded, there is, but it is not Americans with Disabilities Act (ADA) compliant, and they have a wide variety of people in that building at all times, and have expressed a need.

Mr. Matthews said the next item concerns the two small restrooms on the 3rd floor of the Government Office Building (GOB) that are in the Council area. He said the only handicapped restroom available in the GOB is in the basement, which is hard to access during night meetings, so they would like to take those two restrooms and the hallway that leads to them, and configure them into a unisex handicapped restroom. He said the plumbing and infrastructure are there, so they would just have to reconfigure things to make it usable. Mr. Cannon asked if the reconfiguration is to make it wheelchair accessible, to which Mr. Matthews responded, yes. Mr. Cannon said, as it is right now, they are just too small. Mr. Matthews responded, they are very small, but they can take the hallway and the two restrooms and get a handicapped accessible, ADA compliant restroom on this floor. Mr. Holloway said they have \$15,000 in the CIP for design, study, and planning. He then asked if that is going to be farmed out, to which Mr. Matthews responded, yes, there will be an engineering study to make sure they are tying everything in the way it needs to be, and to make sure they have located everything under the floor. He explained, there are places in the floor with black rubber strips, which are, actually, chases with various systems running in there, so they have to make sure they avoid all that, and do not cause more problems than they solve. Mr. Cannon asked why they are not doing this work with the current restrooms that are already on the 3rd floor, to which Mr. Matthews responded, they are not big enough. Mr. Cannon asked if they can just expand the doorways, to which Mr. Matthews responded, they have to have a five-foot turning circle around the fixtures, and there is just not enough room in there to do it. Mr. Cannon said he assumes they will have to close this area off, to which Mr. Matthews responded, they will close those two restrooms off while construction is underway. Mr. Dodd said those restrooms are used often, to which Mr. Matthews responded, this is just a thought to make it more accessible to the public.

Mr. Matthews said the next item is replacing the hot water circulation pumps in the GOB, which are original to the building, and pump hot and cold water through the building year round to maintain a constant water temperature throughout, and control the temperature. He said they have two pumps in the basement to take care of this, which, as he said, are original to the building, so, if they lose one, the other one will not be far behind, and they want to get them taken care of before they have a problem.

Mr. Matthews said the next item is for the GOB roof replacement in which they are proposing doing the engineering study this year with replacement taking place in FY21. He said he is not sure how long the roof has been on this building, but it is the third layer of roofing up there, so they are proposing taking everything down to the structural deck, and starting over with a more modern system. He said it is a roll

roofing system with tar joints, and has started to delaminate from the layer below it. Mr. Dodd asked if it is leaking, to which Mr. Matthews responded, not yet, but there are bubbles everywhere. Mr. Dodd asked if it is a flat roof, to which Mr. Matthews responded, yes, but it has a structural pitch to direct the water. Mr. Dodd asked if they can put more tar and gravel there, to which Mr. Matthews responded, there are three layers there right now. Mr. Dodd asked if they will have to remove those, to which Mr. Matthews responded, they should because anything put on top of it is just going to continue the delamination and added weight. He said they are at the point now where they have to take it down to the structural deck and start over, which is the way to do it because that gets rid of a lot of weight, and they can put a much better product on than what was put on the last time. He said technology has just advanced with these membranes, and it is fast and easy now. Mr. Dodd asked if code requires no more than a certain amount of roofs, such as where it tells them to stop at three or four layers, to which Mr. Matthews responded, in residential it is two, but common sense tells him three is too many, and four would be just a waste of money. He said, right now, they are fighting the problem of delamination between the layers. He said, if they pop the bubbles and put another layer on there, it is just going to exacerbate it, and they are spending good money after bad. Mr. Dodd said he sees where it is needed.

Mr. Holloway addressed Mr. Young, and asked what part the City plays in the cost of these projects, to which Mr. Young responded, he believes the City has a portion of the payments for all of the projects listed for the GOB if it is specifically for this building. He said he thinks the underground fuel tank is a little more complicated, but, for this building, they run these projects by the City, and they should be putting 50 percent of the estimated costs in their budgets as well. Mr. Dodd said he had the same question because he saw the figure of \$300,000. He then asked if that is half of the City's share, to which Mr. Young responded, for this building, yes. He explained, in the first phase it would be \$17,500, and then \$150,000 would be their share, and \$150,000 would be the County's share for the roof. He said, in the CIP, they will see statements such as "Project is pending City of Salisbury funding for their agreed upon portion." He said, if something happens with their budget, and they are not able to fund it, the County may have to delay one of these projects further, but they are trying to keep communication open there so the City knows what is needed for this building since the County is managing it. He said, with the roof, they want to make sure they are handling these issues in a timely manner so they do not have leaks or associated damages with that. Mr. Dodd said he sees the term "pay-go" a lot.

Mr. Matthews said the next project is to replace the restroom partitions in the women's restrooms throughout the GOB. He said they are somewhat of a maintenance nightmare because they are steel, and they tend to corrode, so they have maintenance issues. He said they would like to replace them with a composite material and stainless steel hardware, and then they would be done and over with. He said, in most of the new facilities he goes in, such as restaurants, he notices the partitions are a plastic material, and, basically, maintenance free, and that is what they are looking for. Mr. Young added, there is a correction to the CIP in that they decided to do both the women's and men's restroom partitions.

Mr. Matthews said the next project is replacement of the carpet in the Circuit Court Building. He reported, that carpet is about 15 years old, and it has seen its best day. He said they are going to do all four courtrooms, and, basically, the whole 3rd floor, but just the courtrooms on the fourth floor. He said they are looking at options for material, but right now the leading candidate is a Tandus Centiva product, which is what is in the hallway on the 3rd floor of the GOB. He said it is very durable and long lasting, and a little more expensive than regular carpet, but they think the longevity of it will pay for itself. Mr. Dodd asked if that is the same carpet that is at the Civic Center, to which Mr. Matthews responded, he believes it is. Mr. Dodd said he saw that, and it is nice carpeting, to which Mr. Young responded, they can pull out sections of it to replace it. Mr. Matthews said, in that item, he has also

included something that has not been done in that building, which is annual cleaning of the carpet, which will also extend the life of it. Mr. Dodd asked if that would be contracted out, or if the County has people to do that, to which Mr. Matthews responded, he does not know yet. He said the manufacturer recommends a specific type of machine be used on it, and they have that equipment at the Civic Center, so he does not know whether it would be a shared piece of equipment for which they could work out a deal, or whether they would just go ahead and purchase one, and have his crew take care of it.

Mr. Matthews said the final item is replacing the HVAC chiller at the old courthouse. He said this unit is somewhere between 20 and 25 years old, and takes care of most of that building. He said it is better to replace that now than for it to break down in August when they cannot cool the building. Mr. Dodd said they had that problem in the GOB a couple of years ago, and they could not open the windows.

Mr. Cannon said there are other projects in the CIP outside of what Mr. Matthews has highlighted for Council if anyone has questions in reference to those. Mr. Hastings said he was in the old courthouse the other day, and his first thought was that he hopes it is safe for people to walk through because it does not look good in there, but it looks great on the outside. He then asked what the future plan is for the old courthouse, to which Mr. Matthews responded, he does not understand what Mr. Hastings is referring to. Mr. Hastings clarified, when he walked through the hallway, it looked like part of the ceiling was going to fall down, and the paint is chipping, and he did not expect it to look that bad, to which Mr. Matthews responded, he has been in his position for about a year, and is still finding and working through things. He clarified, he knows there are general maintenance issues that need to be addressed, which will be worked into his operating budget as opposed to the CIP, but he agrees there are things that need to be done. He said Council needs to realize it is an old building, and it has been upgraded several times for technology. He said those walls are solid brick with plaster over the walls, and, generally, they are talking about a 12-inch-thick wall, so everything has to be done on the surface. He said there are probably things they can do to hide some of that stuff, but, as far as the integrity of the building, it was a bomb shelter at one time, so it is not going anywhere. He repeated, he agrees there are things that need to be done to improve the appearance, and they will chip away at those things over the next couple of years to make the building more appealing. Mr. Dodd said he thought the County just invested in a renovation, to which Mr. Young responded, prior to Mr. Matthews, they wanted to stop the recurrent rainfall flooding, so when they redid the front, they redid the bell tower, and they put on a brand new synthetic slate roof because they wanted to stop the issues from becoming insurmountable. He said they sealed the outside, so it looks good from the outside, but now it is inside, and a lot of the issues from the painting he has noticed are on the stairwell, and up to Courtroom 5 where there is major paint peeling off the walls, but that will be handled in the General Services operational budget.

Mr. Cannon asked if there is anyone on staff in the County who can seriously look into the historical status of the old courthouse, and try to get grant funding through a historical grant because there are groups in this community who could, possibly, help with that, to which Mr. Matthews responded, it depends because most of the time that money is designated for exterior improvements. He said with residential historic structures, they do not care what they do inside, but, when they give them a grant, it is mostly to keep it historically accurate on the exterior, but he can look into that and find out what is available. Mr. Dodd said he thinks it is a good idea. Mr. Matthews said Mrs. Lori Carter in Planning and Zoning is familiar with grants and applications, so he will speak with her, and see what they can do.

Mr. Cannon asked if they have evaluated the Hurdle basement floor to know if it is time to reinvest in the building as opposed to moving everyone out, and finding a new location for the Downtown Health Department, to which Mr. Young responded, they are still in that process. He said, ultimately, they are

proposing more funds to try to find a fix for what is happening. He said they met with some consultants, and he believes the next course of action is to open up portions of the floor, and look at what happens once they open that up. He said everything they see is tidal influence affecting all of the buildings along Main Street that have basements as deep as this building is into the ground. He said they are going to try a few fixes to see how it holds with the tidal affect, but, to the larger stance of asking whether they abandon the building or whether they try to stay, he thinks they are trying to fix it. He explained, even if they sell it, they need a solution to the basement in some form. He said they need to fix the basement, and, if it is usable again, they can move people back in, but they are still in that process, and do not have an answer yet. Mr. Matthews added, they really need to determine where the water is actually entering. He said they believe it is in the rear of the structure, but it appears throughout the basement. He said, just as an example, back in the summer when the City was doing work by the States Attorney's Office, they hit a sewer line. He said they repaired that sewer line, which was 32 to 34 inches below grade, but when they dug to about 28 inches below grade, clean water started coming in the hallway, so that is where the water table is. He said tidal influence is what they are fighting in the basement over there, and those workers made the comment that they know when the tide is coming in.

Mr. Cannon said he was just wondering if there was a commercial real estate company in the area that could look at all the dynamics of their circumstance, and, if they are going to invest \$370,000 in this basement, with that type of money they could probably do a quick fix, and they could tell them what the commercial industry is willing to accept. He said someone may want to purchase that building, and also figure out a way for the County to make a move. He said he really would like to think about that because he thinks another location would probably better suit the Health Department than Downtown. Mr. Holloway said it would alleviate paying a lot of money for parking every year, to which Mr. Young responded, they are considering that, but they want to see if they can fix it cheap. Mr. Cannon said, from what he sees in the CIP, they are not fixing it cheap, to which Mr. Matthews responded, it will not be cheap, and he will be very upfront about that. Mr. Cannon said it would be interesting to know if there is a commercial realtor who might tell them their obligation, and give them some options, to which Mr. Young responded, they would be open to that if they want to reach out. Mr. Dodd asked how long it will take to find an answer because they have been talking about this for months, to which Mr. Matthews responded, probably a year. Mr. Young added, it took a while to get the people out of the basement to where they had full access. Mr. Dodd asked if they are now all out, to which Mr. Young responded, yes, they are at the E.S. Adkins Building. Mr. Dodd asked if the County is going to have to rent that facility for another year, to which Mr. Young responded, yes, but they were renting part of it for the Dental Program and WIC (Women, Infants and Children) Program, so they already had a small footprint there. He clarified, if they do not have a physical place to move to, whether it is this basement, or another location the County already owns, they will have to pay rent for the foreseeable future. Mr. Matthews said, once they get some areas open, they need to watch them for a while, and really need to get a gauge on what is happening rather than to just say what they are going to do. He said they really need to take a look, and they have discussed this many times. He said he thinks the staff is comfortable with the fact that they are going to get some areas opened up, they are going to find out as close as they can where the water is coming in, and then they will consult with an expert to ask what they can do. He said, if the expert says they are out of luck, then they will go to Plan B.

Mr. Holloway asked if there has ever been any consideration to just abandoning the basement and filling it in because, apparently, this basement situation has been going on for a number of years, and it probably went on when Penney's was in the building years ago. He said he is sure there is infrastructure in that building that would have to be moved, but maybe it would be advantageous to the County to just abandon the basement, fill it in, and rewire the building. Mr. Matthews responded, one of the things

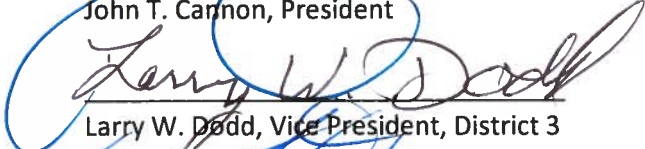
they noticed during the walk through down there was, when the extra floors were added to the building, structural steel columns go all the way to the basement that were put on 12 x 12 foot footers, and the water may have taken that opportunity to come in around the footer. He said, previously, the floor had not been violated, and it was a slab, but, once that floor got violated with those spread footer pads, that could have been the opportunity the water needed to start showing up. Mr. Young said, to Mr. Holloway's point, abandoning the basement altogether and somehow filling it in is a consideration, but it comes back to figuring out how to stop the water. Mr. Holloway said, if it is a tidal issue and they fill the basement in, it is not going to be a tidal issue unless the tide comes up 8 feet higher than it has been coming up, to which Mr. Matthews responded, they would still have to keep it out of the foundation somehow, or it would come under the foundation. Mr. Holloway said they are not going to keep it out of the foundation if it is coming in from outside. Mr. Dodd said steel will start to deteriorate, to which Mr. Matthews responded, it is in concrete. He explained, it appears it came in around the perimeter of the pad because there is delamination of the floor near the pads, but the delamination occurs throughout the whole basement floor. He said it is most prominent in the back and front where there are services coming in, but around each one of the pads they see delamination of the floor.

Mr. Cannon thanked them for coming before Council. He said Government's greatest default is they always fall victim to deferred maintenance. He said Mr. Dodd had mentioned there is a lot of "pay-go" in the CIP, but he thinks sooner or later they have to make that investment, and Council appreciates what Mr. Matthews is doing. There was no further discussion.



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John T. Cannon, President



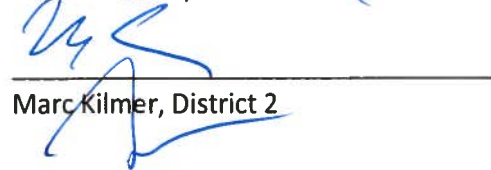
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Larry W. Dodd, Vice President, District 3



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Ernest F. Davis, District 1

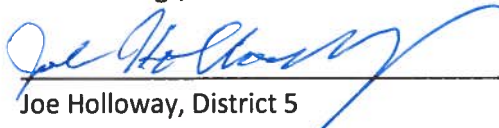


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Marc Kilmer, District 2

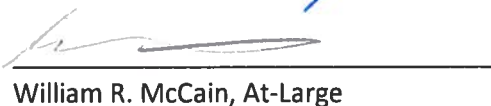
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Josh Hastings, District 4



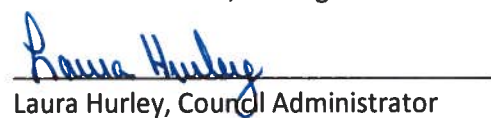
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Joe Holloway, District 5



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William R. McCain, At-Large



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Laura Hurley, Council Administrator