



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

July 2, 2024

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

A moment of silence was observed, followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President John F. Barr called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 9:02 a.m. with the following members present: Commissioner Derek Harvey, Commissioner Randall E. Wagner and Commissioner Wayne K. Keefer. Vice-President Jeffrey A. Cline was absent.

APPROVAL OF MINUTES

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the minutes of June 11, 2024. The motion passed unanimously (4-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner congratulated retirees Shirley Mills, Sergeant Robert Whittington, Major Mark Knight and Bonnie Keltner. He congratulated Lauren Kessler on the grand opening of Kessler Family Practice in Clear Spring.

Commissioner Keefer echoed the comments in President Barr's prayers for a safe holiday week for everyone. He commented on the new and increased vehicle registration fees in the State of Maryland. He shared other taxes and fees that were increased in during the 2024 legislative session.

Commissioner Harvey shared information on increases to property assessments; increased costs for home ownership and other costs due to inflation. He congratulated the Massey family on the grand reopening of Massey Hyundai. Commissioner Harvey congratulated Smithsburg on a successful carnival week. He thanked the volunteers for all of their work. Commissioner Harvey commented on the history of Independence Day and constitutional rights.

Commissioner Barr congratulated the four County retirees and thanked them for their service. He commented on the Fourth of July celebrations and wished everyone safe travels during the holiday. President Barr shared upcoming events.

STAFF COMMENTS

Chip Rose, Director, Human Resources, presented the request to approve to advertise for the position of Director, Office of Grant Management, at a Grade 16, Step 1; \$74,734.00/annually.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve to advertise for the Director, Office of Grant Management position as presented. The motion passed unanimously (4-0).

Jonathan Horowitz, Director, Business and Economic Development, introduced Kelsey Keadle, Business Specialist for Agriculture, Business and Economic Development. Ms. Keadle shared

information regarding the upcoming events at the Ag Expo. The event will be held July 13, 2024, through July 20, 2024.

Michelle Gordon, County Administrator, attended the Greater Hagerstown Committee meeting. She shared that Maryland Comptroller, Brooke Lierman, visited Washington County last week. She thanked staff for coordinating the event. Ms. Gordon congratulated and thanked recent retirees Shirley Mills, Bonnie Keltner, Major Mark Knight and Sergeant Robert Whittington. She attended the Maryland Theater Board meeting. Ms. Gordon thanked the crews from the Division of Emergency Service and our volunteer partners who responded to the Harpers Ferry railroad bridge fire. She recognized Jackie Moser, the first officer on the scene and incident commander. Ms. Gordon encouraged residents to attend the Ag Expo and take part in the Washington County Ice Cream Trail.

CITIZEN PARTICIPATION

Beth Harvey – Smithsburg
Karen Hays – Hagerstown
Elise Weber – Hagerstown
Paulie Ward – Hagerstown

YOUTH MERITORIOUS AWARD PRESENTATION

Richard Lesh, Grant Manager, Office of Grant Management, presented throughout the school year the Board of County Commissioners present “Youth Meritorious Awards” to students attending both public and private schools or those being home schooled in Washington County. Mr. Lesh presented the following youth for recognition today:

Clayton Bartos- Homeschool (Keedysville), Parent – Brian and Angie Bartos, Nominated by Rachel Souders. Commissioner Barr, on behalf of the Board of County Commissioners, presented a certificate to Clayton.

REVISIONS TO THE CURRENT BYLAWS FOR THE BUILDING CODE BOARD OF APPEALS TO ANTICIPATE AUTOMATIC APPEALS FOR “UNSAFE STRUCTURES” AMENDMENTS

Greg Cartrette, Code Official/Director, Permits and Inspections; and Rosalinda Pascual, Deputy County Attorney, presented the request to approve the proposed revisions to the Building Code Board of Appeals bylaws.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the Building Code Board of Appeals bylaws as presented. The motion passed unanimously (4-0).

CONTRACT AWARD (PUR-1685) ENGINEERING SERVICES REQUIREMENTS CONTRACT

Rick Curry, Director, Purchasing; and Scott Hobbs, Director, Engineering, presented the request to award the primary requirements contract for Engineering Services to the responsive, responsible proposal with the lowest price proposal amount at the specified unit costs and estimated hours (no minimum or maximum guaranteed); and as permitted in the request for proposals, a “stand-by list” of consultants.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the request to award the primary requirements contract for Engineering Services as presented. The motion passed unanimously (4-0).

CONTRACT RENEWAL (PUR-1696) ORACLE PRODUCTS AND SERVICES FOR INFORMATION TECHNOLOGY DEPARTMENT

Rick Curry, Director, Purchasing; and Joshua O'Neal, Chief Technical Officer, Information Technology, presented the request to renew the contract for Oracle Products and Services for the Information Technology Department with Mythics, LLC of Virginia Beach, VA based on its quote in the amount of \$314,732.76.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve to renew the contract for Oracle Products and Services with Mythics, LLC as presented. The motion passed unanimously (4-0).

REJECTION OF REQUEST FOR QUOTE (Q-24-786) VMWARE INFRASTRUCTURE PRODUCTION SUPPORT AND SUBSCRIPTION RENEWAL

Brandi Naugle, Buyer, Purchasing; and Joshua O'Neal, Chief Technical Officer, Information Technology, presented the request to take action in the best interest of the County and to request that the quotation for the VMWare Infrastructure Production Support and Subscription Renewal be rejected. The rejection is recommended because the quotation did not provide the most current product information due to a product buyout. Staff also requested approval to re-advertise this bid.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve to reject the quotation for the VMWare Infrastructure Production Support and Subscription Renewal as presented. The motion passed unanimously (4-0).

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve to readvertise and accept bids as presented. The motion passed unanimously (4-0).

CONTRACT RENEWAL (PUR-1620) DUMPSTER SERVICES AT CONOCOCHIEGUE WWTP AND CLEAN COUNTY

Brandi Naugle, Buyer, Purchasing; and Mark Bradshaw, Director, Environmental Management, presented the request to renew the contract for the Dumpster Services at Conococheague WwTP and Clean County to BFI Waste Services, LLC dba Republic Services of Hagerstown, MD based on its letter dated June 13, 2024, requesting a 4.8% increase for FY25. The increase is based on the US Bureau of Labor and Statistics Consumer Price Index.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the renewal of the contract for the Dumpster Services at Conococheague WwTP and Clean County to BFI Waste Services, LLC as presented. The motion passed unanimously (4-0).

CONTRACT RENEWAL (PUR-1611) JANITORIAL SERVICES FOR WASHINGTON COUNTY

Brandi Naugle, Buyer, Purchasing; and Danny Hixon, Deputy Director, Buildings, Grounds and Facilities, presented the request to renew the Janitorial Services contract under Option No. 1 to Jasso Maintenance LLC, of Rockville, MD based on its letter dated June 12, 2024, requesting a 7% increase for FY25.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the renewal of the Janitorial Services contract under Option No. 1 to Jasso Maintenance LLC as presented. The motion passed unanimously (4-0).

**WASHINGTON COUNTY COMMISSION FOR WOMEN, COMMISSIONER
CONTINGENCY FUNDING REQUEST**

Michelle Gordon, County Administrator, presented the request to approve the allocation of Commissioner Contingency funding for the Washington County Commission for Women in the amount of \$5,000.00 for direct expenses associated with the TEDxHagerstownWomen event in 2024. Beth Havey, President, and Elise Weber, Treasurer, of the Women's Commission were present.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the amount of \$5,000.00 funded by Commissioner Contingency funds for direct expenses associated with the TEDxHagerstownWomen as presented. The motion passed (3- 0). Commissioner Harvey abstained.

CLOSED SESSION

Commissioner Harvey, seconded by Commissioner Wagner, moved to convene in closed session at 10:03 a.m. to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; to consider the investment of public funds; and to consult with counsel to obtain legal advice on a legal matter. The motion passed unanimously (4-0).

In closed session, the Commissioners discussed boards and commissions, personnel matters, the investment of public funds and legal matters.

Present during closed session at various times were Commissioners John F. Barr, Derek Harvey, Wayne K. Keefer and Randall E. Wagner; Dawn Marcus, County Clerk; Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Brian Albert, Sheriff, Washington County Sheriff's Office; Chip Rose, Director Human Resources; R. David Hays, Director, Emergency Services; David Chisholm, Deputy Director, Field Operations; James Sprecher, President, WCVFRA; Dale Fishack, Vice President, WCVFRA; Mark Bradshaw, Director, Environmental Management; Jill Baker, Director, Planning and Zoning; Kelcee Mace, Chief Financial Officer; and Jonathan Horowitz, Director, Business and Economic Development.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Wagner, moved to reconvene in open session at 1:07 p.m. The motion passed unanimously (4-0).

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Wagner, moved to adjourn at 1:07 p.m. The motion passed unanimously (4-0).



Dawn L. Marcus, County Clerk