



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

November 5, 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: Vice-President Jeffrey A. Cline, Commissioner Randall E. Wagner and Commissioner Wayne K. Keefer. Commissioner Derek Harvey was absent.

APPROVAL OF MINUTES

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the minutes of October 15, 2024. The motion passed unanimously (4-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner attended the 50th Anniversary celebration at the Valley Mall. He attended Trunk or Treat at Hagerstown Community College. Commissioner Wagner attended the Topping Out Celebration at and beam signing for Meritus Student Housing. He encouraged everyone to vote today.

Commissioner Keefer commented on National Family Caregivers Month. He shared Washington County Commission on Aging has a Caregiver support group. Commissioner Keefer commented on Election Day and voting. He commented on Veteran's Day and shared information for the Hancock Veteran's Day dinner. He thanked Carol Mowen for the invitation to visit the local schools; he toured Clear Spring's elementary, middle and high schools, Western Heights Middle School and Salem Avenue Elementary School.

Commissioner Cline commented on caregiving and his personal experience. He attended the Topping Out Celebration and beam signing for Meritus Student Housing. Commissioner Cline attended the 50th Anniversary celebration at the Valley Mall. He attended the Veteran's ceremony in Boonsboro which hosted World War II Veteran Jack Myers. Commissioner Barr attended the Mason-Dixon District Scout Distinguished Citizen Award and congratulated Heather Guessford, one of the award recipients. He attended the Potters Bowl at the Elks Lodge. He wished Commissioner Harvey a Happy Birthday. Commissioner Cline commented on voting.

Commissioner Barr attended the Children in Need 25th Silver Soiree Anniversary ceremony. He commented on voting. Commissioner Barr commented on the outdoor burn ban, the lack of rain and fire safety. He commented on driving safely and the roads. Commissioner Barr commented on the barriers and lane reducing on I-70. He shared upcoming events.

STAFF COMMENTS

Michelle Gordon, County Administrator attended the evening meeting with the Town of Clear Spring, and thanked Mayor Blickenstaff and Juanita Grimm. She thanked the Department of Human Resources for the Washington County Spirit Week. Ms. Gordon attended the Maryland Theater Board Meeting.

She thanked Public Safety Personnel and our Volunteer Partners for battling several wildfires in the area recently. Ms. Gordon attended the tour of a local manufacturing business. She thanked the Recreation and Parks Department and the Sheriff's Office for the Trunk or Treat event. Ms. Gordon attended the MACo Budget and Finance Affiliate meeting. She attended the Chambers Eggs and Issues meeting which hosted speaker Carl Anderton, Jr., Director of Rural Economic Strategy. Ms. Gordon attended the Washington County Community Coalition Meeting. She commented on Washington County Day in Annapolis and on the next meeting.

CITIZEN PARTICIPATION

Justin Holder - Keedysville
Joseph Rathvon – Hagerstown

END OF YEAR FY24 BUDGET ADJUSTMENTS TO THE WASHINGTON COUNTY BOARD OF EDUCATION'S GENERAL FUND BUDGET

Jeffrey Proulx, Chief Operating Officer, Washington County Public Schools; and Eric Sisler, Executive Director of Finance, Washington County Public Schools, presented the request to approve the adjustments to the Board of Education's FY2024 General Fund Budget. These proposed modifications adjust various categories of the budget to reflect updated information on revenue and spending trends. The total effect on the fund balance is \$6,907,048.00

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the budget adjustment as presented. The motion passed unanimously (4-0).

GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION – RESIDENTIAL SUBSTANCE ABUSE TREATMENT PROGRAM – APPROVAL TO SUBMIT APPLICATION AND ACCEPT FUNDING

Richard Lesh, Grant Manager, Grant Management; and Meaghan Willis, Program Director, Washington County Sheriff's Office, presented the request to approve the submission of the grant application for the Residential Substance Abuse Treatment Program to the Governor's Office of Crime Control and Prevention in the amount of \$450,000.00 and accept the awarded funding.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the submission of the grant application for the Residential Substance Abuse Treatment Program and accept awarding of the grant as presented. The motion passed unanimously (4-0).

CONTRACT AWARD (PUR-1709) – FINANCIAL ADVISOR SERVICES

Brandi Naugle, Buyer, Purchasing; and Kelcee Mace, Chief Financial Officer, presented the request to award the contract for financial advisor services to the responsive, responsible firm of First Tryon Advisors of Annapolis, Maryland, with the total 5-year proposal value of \$70,000.00 plus out-of-pocket expenses related to bond issues; and the hourly rates for each employee classification to be used for any required Extra Work as follows:

Senior Level – Managing Director - \$250.00	Junior Level – Vice President - \$175.00
Senior Level – Director - \$225.00	Junior Level – Analyst - \$150.00

Commissioner Wagner, seconded by Commissioner Cline, moved to award the contract for financial advisor services to First Tryon Advisors as presented. The motion passed unanimously (4-0).

BID AWARD (PUR-1703) – BULLET RESISTANT BARRIERS

Brandi Naugle, Buyer, Purchasing; and Kristin Grossnickle, Court Administrator, Circuit Court for Washington County, Maryland, presented the request to award the contract for Bullet Resistant Barriers at the Circuit Court of Washington County, MD to the responsible, responsive vendor GCCM Corp of Lorton, VA for the lump sum amount of \$57,959.99.

Commissioner Cline, seconded by Commissioner Keefer, moved to award the contract for Bullet Resistant Barriers to GCCM Corp as presented. The motion passed unanimously (4-0).

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-24-0165) ONE (1) MACK CHASSIS/CAB DUMP TRUCK

Rick Curry, Director, Purchasing; and Davina Yutzy, Deputy Director, Water Quality, presented the request to authorize by resolution, the Department of Water Quality to purchase one (1) 4x2 Mack dump truck from Baltimore Truck Center, Inc. of Hagerstown, MD in the amount of \$166,858.30 and to utilize another jurisdiction's contract (RFP#032824MAK) that was awarded by Sourcewell to Mack Trucks, Inc.

Commissioner Wagner, seconded by Commissioner Cline, moved to authorize by resolution the purchase one (1) 4x2 Mack dump truck from Baltimore Truck Center, Inc. as presented. The motion passed unanimously (4-0).

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-24-0164) – PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR DIVISION OF EMERGENCY SERVICES

Rick Curry, Director, Purchasing; and Eric Jacobs, Operations Manager, Emergency Services, presented the request to authorize by resolution, the approval of the purchase of 50 sets of Personal Protective Equipment (PPE) (coats and pants) for the Division of Emergency Services from Municipal Emergency Services of Rockville, MD at the contracted unit prices totaling \$204,417.50 based on the contract awarded by the Fairfax County, VA contract (#4400010661).

Commissioner Wagner, seconded by Commissioner Keefer, moved to authorize by resolution, the approval of the purchase of 50 sets of Personal Protective Equipment from Municipal Emergency Services as presented. The motion passed unanimously (4-0).

REQUEST FOR PROPOSAL AWARD (PUR-1697) – LIGHTED DRONE SHOWE FOR THE SEMI QUINCENTENNIAL (250TH ANNIVERSARY) CELEBRATION

Rick Curry, Director, Purchasing; and Danielle Weaver, Director, Public Relations and Marketing, presented the request to award the contract for the lighted drone show to the responsible, responsive vendor Firefly Drone Shows, LLC of Waterford, MI for the lump sum amount of \$107,950.00 and contingent upon the company being in good standing and authorized and registered to do business in the State of Maryland with the Maryland Department of Assessments and Taxation and remaining so throughout the term of the contract. Ms. Weaver anticipates they will obtain sponsorships for the show as they are currently working on a sponsorship program. The sponsorship funds will reimburse the Hotel/Motel Tax fund as the full payment amount is required upfront to reserve the show.

Commissioner Cline, seconded by Commissioner Wagner, moved to award the contract for the lighted drone show to Firefly Drone Shows, LLC as presented. The motion passed unanimously (4-0).

QUOTATION AWARD (Q-24-793) RUBRIK ENTERPRISE DATA PROTECTION FOR INFORMATION TECHNOLOGY DEPARTMENT

Rick Curry, Director, Purchasing; and Josh O'Neal, Chief Technical Officer; Information Technology, presented the request to award the quotation for the Rubrik Enterprise Data Protection to the responsible, responsive bidder, GHA Technologies Inc. of Scottsdale, AZ who submitted the responsive Total Lump Sum of \$349,284.39 for these services.

Commissioner Wagner, seconded by Commissioner Cline, moved to award the quotation for the Rubrik Enterprise Data Protection to GHA Technologies Inc. as presented. The motion passed unanimously (4-0).

Commissioner Barr, on behalf of the County Commissioners, presented a proclamation to Rick Curry, Director of Purchasing, recognizing his "over 39 years" of service and his retirement.

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Keefer, moved to convene in closed session at 9:46 a.m. The motion passed unanimously (4-0).

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 individual.

(1) These topics include the discussion of personnel matters.

- Hiring recommendation for open position (2) in Department of Budget and Finance
- Hiring recommendation for open position in Division of Environmental Management
- Discussion of open position in Department of Public Works
- Hiring recommendation for open position in County Attorney's Office

To consult with counsel to obtain legal advice on a legal matter.

- Discussion of offer and negotiation strategy that, if held in open session would negatively impact County's bargaining positions and violate attorney/client privilege.

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in Washington County.

- Discussion of financial incentive support for business intending to locate in Washington County. Discussion in open may result in the disclosure of proprietary information of the business provided to County, as well as prematurely disclose proposed incentives, putting the County in a disadvantageous bargaining position.

In closed session, the Commissioners discussed; and reached a consensus to:

- Hiring recommendation for Senior Grant Manager of Office of Grants Management position;
- Hiring recommendation for Director of Purchasing position;
- Hiring recommendation for Project Manager, Environmental Management position;
- Hiring recommendation for Assistant County Attorney position;
- Hiring recommendation for Transit Director position;
- A business proposal regarding county properties;
- Discussion of financial incentive support for a business; and,
- Received legal advice and updates on pending litigation matters for which the County is a party.

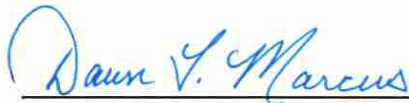
Present during closed session at various times were Commissioners John F. Barr, Jeffrey A. Cline, Wayne Keefer and Randall E Wagner; Dawn Marcus, County Clerk; Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Kelcee Mace, Chief Financial Officer; Chip Rose, Director Human Resources; Joseph Moss, Deputy Director, Engineering Services, Environmental Management; Andrew Eshleman, Director, Public Works; Jonathan Horowitz, Director, Business and Economic Development; and Linda Spence, Business Specialist, Business and Economic Development.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to reconvene in open session at 10:41 a.m. The motion passed unanimously (4-0).

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Cline, moved to adjourn at 10:41 a.m. The motion passed unanimously (4-0).



Dawn L. Marcus, *County Clerk*

