



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

January 14, 2025

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation presented by Dr. James Brooks, 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 9:01 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Randall E. Wagner, Commissioner Derek Harvey and Commissioner Wayne K. Keefer.

APPROVAL OF MINUTES

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the minutes of November 20, 2024. The motion passed unanimously (3-0) . Commissioner Barr and Commissioner Keefer abstained.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the minutes of December 10, 2024. The motion passed unanimously (5-0) .

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner attended the police academy graduation. He thanked the Highways Department and County staff for their work during the recent storm.

Commissioner Keefer thanked the Highways Department for keeping the roads safe for travel. He thanked the Emergency Service workers and the Water and Sewer Department employees who worked over the holidays. Commissioner Keefer commented on the State of the County event.

Commissioner Harvey echoed the comments of the other Commissioners. He appreciates all of the hard work from County staff. Commissioner Harvey is looking forward to working with staff this year.

Commissioner Cline thanked staff who coordinated the Comp Plan public hearing. He recognized the graduates of the police academy. Commissioner Cline attended the Funkstown Volunteer Fire Company swearing in of the new members. He thanked County staff for all of their hard work last year. Commissioner Cline thanked the Highways Department for their work during the recent storm. He attended the Human Society Polar Bear Plunge. He thanked the Humane Society for the work that they do in the community.

Commissioner Barr echoed the comments of the other Commissioners. He thanked Pastor Brooks for presenting the invocation. Commissioner Barr thanked Emergency Services, the Highways Department and all staff who put in extra hours over the holidays. He attended the Pittsburg Institute of Aeronautics graduation ceremony. Commissioner Barr shared his thoughts and prayers for those affected by the fires in California. He commented on Washington County Day in Annapolis. Commissioner Barr shared upcoming events.

STAFF COMMENTS

Greg Cartrette, Code Enforcer and Director of Permits and Inspections, presented the Permit Tech of the Year Award. He recognized Tasha Shifflet as the Permit Tech of the Year for the State of Maryland. The Commissioners presented a Certificate of Recognition to Ms. Shifflet.

Jonathan Horowitz, Director, Business and Economic Development, presented information regarding a new feature on the Business and Economic Development website. He shared information regarding the upcoming Washington County Ground Hog Day Celebration.

Michelle Gordon, County Administrator attended several employee Christmas luncheons. She completed employee evaluations for all of the Directors. Ms. Gordon thanked the Highways Department, Public Safety employees, Emergency Services and the Sheriff's office for their hard work keeping the public safe and clearing the roads during the recent storm. She thanked the Water Quality Department for responding over the holidays. Ms. Gordon attended the public hearing for the Comp Plan 2040 and thanked the Planning Department, Planning Commission and staff for coordinating the public hearing. She will be bringing recommendations to the Board in February for the use of the opioid restitution funds, cannabis tax revenue and the community reinvest and repair fund. Ms. Gordon commented on the recent release for tri-annual reassessment notices for property taxes and shared information on the percentages and rates of the assessment and tax credits.

CITIZEN PARTICIPATION

Steve Miller – Hagerstown
Jeannie Asbury – Hagerstown
Dr. Mark Sewell – Hagerstown
Carrie Johnson – Hagerstown
Stephanie Phillips – Hagerstown
Mark Kopp – Fairplay
Shaun Porter – Washington County
Casey McKnight – Hagerstown

1. FY25 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 FY2025 General Fund Budget. The Washington County Board of Education approved the attached list of changes to its FY2025 General Fund Budget at its December 17, 2024, meeting.

Commissioner Cline, seconded by Commissioner Keefer, moved to approve the Board of Education's FY2025 budget adjustments as presented. The motion passed unanimously (5-0).

2. ANNUAL PRESENTATION BY HAGERSTOWN COMMUNITY COLLEGE PRESIDENT AND BOARD OF TRUSTEES TO THE WASHINGTON COUNTY COMMISSIONERS AND STAFF

Dr. James, Klauber, President, Hagerstown Community College; Dr. Heike Soeffler-Culicerto, Vice-President of Administration and Finance; and Paula Lampton, Chair of the Board, shared the annual presentation by Hagerstown Community College President and Board of Trustees to the Washington County Commissioners and staff.

3. ADMINISTRATIVE OFFICE OF THE COURTS SECURITY FUNDING – APPROVAL TO ACCEPT GRANT AWARD

Kristin Grossnickle, Court Administrator, Circuit Court for Washington County; and Richard Lesh, Grant Manager, Grant Management, presented the request to approve the acceptance of funds in the amount of \$74,657.94 for Circuit Court multiple security project funding.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve acceptance of the grant funds as presented. The motion passed unanimously (5-0).

4. SOLE SOURCE PROCUREMENT (PUR-1723) – ESRI CLOUD MODEL OF GEOGRAPHIC INFORMATION SOFTWARE ENTERPRISE LICENSE AGREEMENT

Brandi Kentner, Director, Purchasing; and Josh O’Neal, Chief Technical Officer, Information Technology, presented the request to authorize a sole source procurement of a Esri Enterprise License Agreement for use by the Washington County Department of Information Technologies for the third and final year beginning January 4, 2025, ending January 3, 2026 for a total sum of \$113,300.00 from Environmental Systems Research Institute, Inc. of Redlands, CA.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the request to authorize a sole source procurement of a Esri Enterprise License Agreement as presented. The motion passed unanimously (5-0).

5. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INGT-24-0175) 2025 FORD F-550 REGULAR CAB 4X4 205” CHASSIS TRUCK

Brandi Kentner, Director, Purchasing; and Danny Hixon, Deputy Director, Public Works, Buildings, Grounds, and Facilities, presented the request to authorize by resolution, for the Department of Public Works-Buildings, Grounds and Facilities to purchase one (1) new 2025 Ford f-550 Regular Cab 4x4 205 WB Chasis Truck from Apple Ford, of Columbia, MD in the amount of \$89,175.30 and to utilize another jurisdiction’s contract (#0004504) that was awarded by Baltimore County to Apple Ford.

Commissioner Keefer, seconded by Commissioner Cline, moved to authorize by resolution, to purchase one (1) new 2025 Ford f-550 Regular Cab 4x4 205 WB Chasis Truck from Apple Ford and to place the 1990 vehicle for purchase on Gov.Com as presented. The motion passed unanimously (5-0).

6. 2025 SENATOR AMOSS FUNDING DISTRIBUTION

R. David Hays, Director, Emergency Services, presented the request to accept the recommendations of the Director of Emergency Services, authorizing the Division of Emergency Services to make notification of the grant award from the FY 2025 Senator William H. Amoss Fire, Rescue, and Ambulance Fund subsidy as outlined in the attached document. The total fiscal year 2025 funding received by the County is \$337,358.00.

Commissioner Wagner, seconded by Commissioner Keefer, moved to approve the grant award as presented. The motion passed unanimously (5-0).

7. THIRD AMENDMENT TO LEASE

Mark Bradshaw, Director, Environmental Management; and Rosalinda Pascual, Deputy County Attorney, presented the request to approve the third amendment to the Valicor, Conococheague Industrial Pretreatment Facility lease.

Commissioner Harvey left the meeting at 10:16 a.m. and returned at 10:17 a.m.

Commissioner Keefer requested information regarding the status of the plant if a sale were to take place with Valicor.

This item will be brought back on January 28, 2025 for additional clarification.

8. POLICE ACCOUNTABILITY TRIAL BOARD OAH STANDING AGREEMENT

Rosalinda Pascual, Deputy County Attorney, presented the request to approve and execute the Police Accountability Trial Board agreement between Judge Victor K. Butanis and the Board of County Commissioners (the "Agreement"). Costs are incurred on an as-needed basis when trial board is convened and hearing held. There are two pending hearings scheduled to be conducted on the same day to minimize costs. Judge Butanis is compensated for the work performed at a rate of \$125.00/hour. Travel time is compensated at a flat fee of \$400.00 round trip for each visit. All reasonable travel expenses including food and lodging are reimbursable at their actual cost.

Commissioner Cline, seconded by Commissioner Harvey, moved to approve the Police Accountability Trial Board agreement between Judge Victor K. Butanis and the Board of County Commissioners as presented. The motion passed unanimously (5-0).

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed session at 10:27 a.m. The motion passed unanimously (5-0).

To consider the acquisition of real property for a public purpose and matters related directly thereto.

- (3) The discussion of said matters in open session would diminish the County's bargaining power.
 - Discussion the acquisition of real property for the location of County facility.
 - Review agreement of sale for purchase of real property by the County.

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 confidential personnel matters.
 - Discussion of hiring recommendation for open County position.
 - Discussion of hiring recommendation for open County position.

To consult with counsel to obtain legal advice on a legal matter. Discussion in open session would violate attorney-client privilege.

- Update from County Attorney on County-involved litigation and other legal matters.

To consider matters related to collective bargaining negotiations.

- Discuss updates and progress of negotiations with IAFF.

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

- Acquisition of real property for a County facility;
- Discussed agreement of sale for purchase of real property by the County;
- Hiring recommendation for Parks Supervisor, Parks and Recreation;
- Hiring recommendation for Buyer, Purchasing Department;

- Status update on Union negotiations; and
- Update on County involved litigation and legal matters.

Present during closed session at various times were Commissioners John F. Barr, Jeffrey A. Cline, Derek Harvey, Wayne K. Keefer and Randall E. Wagner; Dawn L. Marcus, County Clerk; Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Victor Scarpelli, Assistant County Attorney; Andrew Eshleman, Director, Public Works; Jenny Backos, Executive Director, Washington County Free Library; Al Martin, Board Member, Washington County Free Library; Chad Rooney, Town Manager, Williamsport; Bill Green, Mayor, Williamsport; Kelcee Mace, Chief Financial Officer; William McIntire, Mayor, Hagerstown; Kristen Aleshire, Hagerstown City Council; Todd Moser, Real Property Administrator, Engineering; Scott Hobbs, Director, Engineering; Jaime Dick, Deputy Director, Public Works, Parks and Recreation; Brandi Kentner, Director, Purchasing; Chip Rose, Director, Human Resources; Eric Paltell, Labor Counsel; R. David Hays, Director, Emergency Services; and Dave Chisholm, Deputy Director, Emergency Services.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Harvey, moved to reconvene in open session at 12:34 p.m. The motion passed unanimously.

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Wagner, moved to adjourn at 12:34 p.m. The motion passed unanimously.

BOARD OF COUNTY COMMISSIONERS ATTENDED A TOUR OF DUVINAGE, LLC AT 60 WEST OAK RIDGE DRIVE, HAGERSTOWN, MARYLAND 21740 AT 1:30 P.M.



Dawn L. Marcus, *County Clerk*