



## **Board of County Commissioners of Washington County, Maryland**

### ***Open Session Minutes***

**June 10, 2025**

#### **INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation presented by Rabbi Mark Perman, 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 9:22 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Derek Harvey, Commissioner Randal A. Leatherman and Commissioner Randall E. Wagner.

#### **APPROVAL OF MINUTES**

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the minutes of May 20, 2025. The motion passed unanimously (5-0).

#### **COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Wagner had no comments to share this morning.

Commissioner Leatherman commended the Washington County Sheriff's Department, Maryland State Police, Hagerstown City Police Department and the Hagerstown Regional Airport on their flawless efforts in keeping the President of the United States safe during his transition from the airport to Camp David. He welcomed the students of Washington County to the summer school break. Commissioner Leatherman encouraged parents and children to visit the local Washington County Parks.

Commissioner Harvey attended the Diversity and Inclusion Meeting. He commented on the Title IX focus in girls' sports. Commissioner Harvey attended the Department of Highways luncheons and thanked the employees for their hard work. He expressed his appreciation for his fellow Commissioners and discussed being good stewards for the citizens. Commissioner Harvey thanked County staff for keeping County operations running smoothly. He shared that June 7<sup>th</sup> – June 14<sup>th</sup> is Army appreciation week. Commissioner Harvey shared that there will be a parade in Washington DC recognizing the Army and to kick off the 250th year anniversary. He shared that June 14<sup>th</sup> is the birthday of our Commander and Chief, President Trump.

Commissioner Cline thanked Colonel Harvey for his service. He attended the Department of Highways luncheon and thanked them for their service. He attended the Comp Plan Hearing and thanked the staff. He attended the Washington County Human Society awards and congratulated Gail Miller.

Commissioner Barr thanked Colonel Harvey for his service. He commented on the comradery and morale of the Board and staff, and he thanked all staff throughout the County. He thanked everyone for their personal support. Commissioner Barr shared upcoming events.

**STAFF COMMENTS**

Chip Rose, Director of Human Resources, presented the request to reclassify the help desk Support Analyst 1 position, which is a grade 8, to a Cloud and Virtualization Support Engineer in the IT Department and to adjust the salary to a grade 16, step 5.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the reclassification to the Cloud and Virtualization Support Engineer as presented. The motion passed unanimously (5-0).

Michelle Gordon, County Administrator shared that our next meeting is June 24, 2025, and the Boonsboro evening meeting will be held tonight at 6:00 p.m. in the Board of County Commissioners meeting room.

Michelle Gordon, County Administrator, recited the findings from two recent opinions of the Open Meetings Compliance Board, finding that the Board of County Commissioners were not in violation of the Open Meetings Act.

**1. PRESENTATION OF ALZHEIMER'S AND BRAIN AWARENESS MONTH PROCLAMATION**

Rebekah Blum, Dementia Friendly America Washington County presented an update. The Board of County Commissioners presented a proclamation in recognition of Alzheimer's and Brain Awareness month to Dementia Friendly America.

**2. CONTRACT AWARD (PUR-1739) – STOP LOSS INSURANCE COVERAGE**

Brandi Kentner, Director, Purchasing; Chip Rose, Director, Human Resources; and Becky Lewis, CBIZ Benefits & Insurance Services, Inc. presented the request to award a contract for stop loss insurance to the responsive, responsible proposer, Highmark of Pittsburgh, PA. Currently, the Board of County Commissioners of Washington County, Maryland, has a stop-loss policy with Highmark that limits the medical and prescription drug plan costs to a maximum of \$175,000.00 per member per year.

Commissioner Leatherman, seconded by Commissioner Cline, moved to award a contract for stop loss insurance to Highmark as presented. The motion passed unanimously (5-0).

**3. BID RESULTS/AWARD UPDATE – NATURAL GAS SUPPLY SERVICE TO WASHINGTON COUNTY GOVERNMENT AND WASHINGTON COUNTY VOLUNTEER FIRE AND RESCUE ASSOCIATION OF MD, INC.**

Brandi Kentner, Director, Purchasing; and Andrew Eshleman, Director, Public Works, presented a request to concur and enter into the record the results of the contract award made on May 14, 2025 to WGL Energy Services, Inc. of Vienna, Va of the bid (WCPS Bid #2025-41) for natural gas supply services at the following rate: Base Bid Price – Guaranteed Fixed Price to the Bunner Tip for 60 months of service tentatively beginning July 1, 2025 at \$0.5431 Per/Therm.

The Commissioners reached a unanimous concurrence (5-0) to enter the results of the contract into the record.

**4. BID AWARD (PUR-1736) – GROUNDS MAINTENANCE CHEMICALS FOR VARIOUS COUNTY DEPARTMENTS**

Carin Bakner, Buyer, Purchasing; and George Sweitzer, Superintendent, Black Rock Golf Course, presented the request to award the contract to the responsive, responsible companies with the lowest

bids that meet the specifications for each chemical item (as indicated on the bid tabulation summary). Tie bids were received for Item Nos. 2 and 24; therefore, it is required that the chemicals be awarded based on drawing lots in public, pursuant to Section 2.9 of the Washington County Procurement Policy Manual. There were two tie bids that were drawn at the meeting. Item #2 Enclave winner Neutrium Ag Solutions. Item # 24 Signature Extra Stress Guard winner is Genesis.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the Grounds Maintenance Chemicals Bid Tabulation Summary as presented. The motion passed unanimously (5-0).

**5. BID AWARD (PUR-1746) SECTION B (SOUTH) RETENTION POND MOWING FOR THE DEPARTMENT OF STORMWATER AND WATERSHED SERVICES**

Carin Bakner, Buyer, Purchasing; and Joshua Trott, Stormwater Management, Water Quality, presented the request to award the procurement of mowing services of forty-seven (47) retention ponds to the responsive, responsible bidder, Young's Lawn Service, LLC of Hagerstown, MD, for a Total Lump Sum Bid Price of \$4,557.00 per mowing. The mowing cycle is expected to be every three (3) to four (4) weeks; however, quantities may be more or less based on weather.

Commissioner Wagner, seconded by Commissioner Harvey, moved to award the procurement of mowing services of 47 retention ponds to Young's Lawn Service, LLC, as presented. The motion passed unanimously (5-0).

**CLOSED SESSION**

Commissioner Harvey, seconded by Commissioner Cline, moved to convene in closed session at 10:06 a.m. The motion passed unanimously (5-0).

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 individuals. (1). Personnel matters are confidential, precluding discussion in open session.

- Discussion of reappointment to Police Accountability Board.
- Discussion of reappointment to Administrative Charging Committee.
- Discussion of policy to protect certain employees.
- Discussion of discipline of County employee.

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State (4).

- Review of confidential projects and prospective businesses looking to locate in the County, who have requested confidentiality in their exploratory stage.

To consult with counsel to obtain legal advice on a legal matter (7). Open session discussion would breach attorney/client privilege.

- Update from County Attorney on County-involved legal matters.
- Update from outside counsel on PFAS litigation.
- Discussion of lease negotiation and provide legal advice to the Board on the terms of the lease.

To discuss public security upon Board having determined that public discussion would constitute a risk to public security. (10)

- Discussion of security of public facilities.

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

- County Heat Stress Policy;
- Discipline of County Employee;
- Lease negotiation;
- Security of public facilities;
- PFAS litigation update;
- For boards and commissions reappointments to the Washington County Police Accountability Board and Administrative Charging Committee;
- Confidential projects regarding prospective businesses looking to locate in the County;
- 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, Derek Harvey, Randal A. Leatherman and Randall E. Wagner; Dawn L. Marcus, County Clerk and Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Victor Scarpelli, Assistant County Attorney; Chip Rose, Director, Human Resources; Brian Overcash, Safety and Training Coordinator, Human Resources; Todd Moser, Real Property Administrator, Engineering; Andrew Eshleman, Director, Public Works; Scott Hobbs, Director, Engineering; and D. Bruce Poole, Attorney, The Poole Law Group.

#### **RECONVENE IN OPEN SESSION**

Commissioner Wagner, seconded by Commissioner Leatherman, moved to reconvene in open session at 1:01 p.m. The motion passed unanimously (5-0).

#### **RECESS**

#### ***EVENING MEETING WITH THE TOWN OF BOONSBORO***

***Location: 100 West Washington Street  
Hagerstown, Maryland***

#### **INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation presented by John F. Barr, followed by the Pledge of Allegiance to the Flag by the full assemblage.

#### **CALL TO ORDER**

President John F. Barr called the evening meeting of the Board of County Commissioners of Washington County, Maryland, to order at 6:00 p.m. with the following members present: Commissioner Derek Harvey, Commissioner Randal A. Leatherman, and Commissioner Randall E. Wagner. Vice-President Jeffrey A. Cline was absent.

Introduction of Boy Scout, Mattingly Golden.

#### **TOWN OF BOONSBORO LEADERS' REPORTS AND COMMENTS**

Mayor Howard Long thanked the Board of County Commissioners for their support. He commented on the water situation, the Sludge Dewatering Press, the Boonsboro Memorial Day Parade, and the Boonsboro Carnival.

Rachel Souders, Town Manager, shared citizen concerns of a local business zoning issue. She provided an update on the following town projects; the Reservoir Replacement, the Crestview Water Pressure Reduction and Bypass and the Chase Six Boulevard and Campus Avenue Realignment. She thanked the Board of County Commissioners for funding received for the projects. She shared an update on the completed projects; the Sludge Dewatering Press, the new Shafer Park Well and the Shafer Park Walking Trail.

Council Member Raymond Hanson thanked the Board of County Commissioners.

Council Member Marilee Kerns commented on local businesses and the upcoming museum grand opening.

**COMMISSIONERS' AND COUNTY ADMINISTRATORS' REPORTS AND COMMENTS**

Commissioner Wagner thanked the town for attending the meeting. He appreciates working with the town and their staff.

Commissioner Harvey commented on the growth of the Boonsboro area and water capabilities, the comradery with Boonsboro's staff, the traffic and the business activity in the area. He attended the Economic Development Networking meetings.

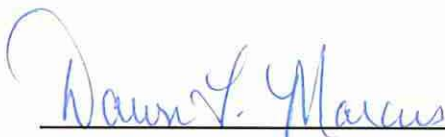
Commissioner Leatherman thanked the town's members for attending the meeting.

Commissioner Barr shared that he had lived in Boonsboro. He commented on the great relationship between the Board of County Commissioners and the Town of Boonsboro.

Michelle Gordon, County Administrator shared that our Code Enforcement Official is working with the business with the zoning issues.

**ADJOURNMENT**

Commissioner Harvey, seconded by Commissioner Wagner, moved to adjourn at 6:25 p.m. The motion passed unanimously (5-0).



Dawn L. Marcus, *County Clerk*



