



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

July 15, 2025

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation presented by Reverend Kyle Powderly, 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 9:00 a.m. with the following members present: Vice-President Jeffrey A. Cline, and Commissioner Randall E. Wagner. Commissioner Derek Harvey was delayed. Commissioner Randal A. Leatherman was absent.

APPROVAL OF MINUTES

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the minutes of June 10, 2025. The motion passed unanimously (3-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner congratulated the Hancock Volunteer Fire Company on the dedication of their new tanker. He thanked them for their service to the community and surrounding communities to Hancock.

Commissioner Cline congratulated the Hancock Volunteer Fire Company on the dedication of their new tanker. He acknowledged Debbie Cohill who was instrumental in writing the grant that funded the majority of the new tanker. Commissioner Cline attended the Ag Expo and Fair several times this week and shared many of their events. He shared the upcoming Ag Expo market sale will be held on Thursday. Commissioner Cline commented on the youth who are conducting their businesses, raising animals, and selling their livestock at the market sale.

Commissioner Derek Harvey entered the meeting at 9:04 a.m.
Commissioner Harvey did not have any comments to share.

Commissioner Barr commented on the many events and activities with the Maryland Association of Counties. He shared the passing of R. Noel Spence and offered his condolences and prayers to the Spence family and the legal community, and he recognized Mr. Spence's accomplishments.

STAFF COMMENTS

There were no staff comments.

CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH

Commissioner Wagner, seconded by Commissioner Cline, moved to convene as the Board of Health at 9:07 a.m. The motion passed unanimously (4-0).

2. MD MEDICAL ASSISTANCE NON-EMERGENCY TRANSPORTATION CONTRACT

Earl Stoner, Health Officer, Washington County Health Department recommended that the Board of Health approve the contract with AM-VAN Inc. (dba AAA Transport) in the amount of \$1,220,125.00

for the contract period of July 1, 2025, through June 30, 2026.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the Board of Health award the contract to AM-VAN Inc, as presented. The motion passed unanimously (4-0).

RECONVENE AS BOARD OF COUNTY COMMISSIONERS, WAHSINGTON COUNTY

Commissioner Cline, seconded by Commissioner Harvey, moved to reconvene as the Board of County Commissioners, Washington County, Maryland at 9:08 a.m. The motion passed unanimously (4-0).

3. SOLE SOURCE PROCUREMENT AWARD (PUR-1761) FOR HORIZON GOODWILL INDUSTRIES YOUTH SHELTER IN WASHINGTON COUNTY, MARYLAND

Brandi Kentner, Director, Purchasing, presented the request to approve a Sole Source procurement to Horizon Goodwill Industries in the amount of \$60,528.00 for enhancements to existing services offered to homeless youth contingent upon approval of the funding award from the Governor's Office for Children and as approved by the Washington County Local Management Board at its meeting on Friday, March 21, 2025.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve a Sole Source procurement to Horizon Goodwill Industries as presented. The motion passed unanimously (4-0).

4. SOLE SOURCE PROCUREMENT AWARD (PUR-1760) – FAMILY CENTERED SUPPORT SERVICES IN WASHINGTON COUNTY, MARYLAND

Brandi Kentner, Director, Purchasing; and Richard Lesh, Grant Manager, Grant Management, presented the request to award a Sole Source procurement to the Washington County Department of Social Services in the amount of \$91,464.00 for operating expenses of the Family Center, operated by the Washington County Department of Social Services (WCDSS), contingent upon contract approval and the subsequent funding award from the Maryland Governor's Office for Children (GOC). This was approved by the Washington County Local Management Board at its meeting on March 21, 2025.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve a Sole Source procurement to the Washington County Department of Social Services for operating expenses of the Family Center as presented. The motion passed unanimously (4-0).

5. SOLE SOURCE PROCUREMENT AWARD (PUR-1763) - SCHOOL BASED MENTAL HEALTH PROGRAM IN WASHINGTON COUNTY, MARYLAND

Brandi Kentner, Director, Purchasing; and Richard Lesh, Grant Manager, Grant Management, presented the request to award a Sole Source procurement to Brook Lane in the amount of \$283,335.00 for operating expenses for the School Based Mental Health Program contingent upon contract approval and the subsequent funding award from the Maryland Governor's Office for Children (GOC). This was approved by the Washington County Local Management Board at its meeting on March 21, 2025.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve a Sole Source procurement award to Brook Lane for operating expenses for the School Based Mental Health Program as presented. The motion passed unanimously (4-0).

6. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0197) DELL COMPUTERS

Brandi Kentner, Director, Purchasing; and Josh O'Neal, Chief Technical Officer, Information Technology presented the request to authorize by Resolution, the approval of the purchase for the

replacement of outdated computers for several county departments from Dell Technologies of Round Rock, TX at the contracted pricing totaling \$141,677.72 based on the contract awarded by Omnia – National Cooperative Purchasing Alliance (NCPA) RFP #01-143.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve to authorize by Resolution, the approval of the purchase for the replacement computers from Dell Technologies as presented. The motion passed unanimously (4-0).

7. REJECTION OF REQUEST FOR PROPOSAL (PUR-1744) ARFF BUILDING DEMOLITION; AOA FENCE/ACCESS GATE REALIGNMENT

Brandi Kentner, Director, Purchasing; and Andrew Eshleman, Director, Public Works, presented the request to take action, in the best interest of the County, and to request that the bid for the Aircraft Rescue and Fire Fighting (ARFF) Building Demolition; Airport Operations Area (AOA) Fence/Access Gate Realignment project be rejected. In accordance with FAA regulations, when there is only one bidder on a project, the FAA requires a cost analysis of the bid in comparison to the engineer's opinion of probable cost. In this case, with only one bid being received and the engineer's opinion of probable cost being \$1,489,350.00 and the bid coming in at \$2,997,800.00, the bid cannot be considered reasonable, and a favorable determination cannot be made. They also requested approval to re-advertise a revised document.

Commissioner Wagner, seconded by Commissioner Harvey, moved to reject the bid for the Aircraft Rescue and Fire Fighting Building Demolition; Airport Operations Area Fence/Access Gate Realignment project and to readvertise as presented. The motion passed unanimously (4-0).

8. BID AWARD (PUR-1738) – LEASE TWO (2) NEW TRANSIT VEHICLES

Carin Bakner, Buyer, Purchasing; and Shawn Harbaugh, Director, Transit, presented the request to award the bid for Option A to lease two (2) new latest production model gasoline engine transit vehicles for the JOBS Program from the responsible, responsive bidder, Hagerstown Ford, of Hagerstown, MD with the lowest bid price of \$39,216.32 per year for a Total Annual Lease Cost Over a 3-Year Period of \$122,310.72, contingent upon approval of the final Lease Agreement by the County Attorney's Office.

Commissioner Wagner, seconded by Commissioner Harvey, moved to award the bid for Option A to lease two new transit vehicles from Hagerstown Ford contingent on approval of the final lease agreement by the County Attorney's Office as presented. The motion passed unanimously (4-0).

9. CONTRACT RENEWAL (PUR-1620) DUMPSTER SERVICES AT CONOCOCHIEAGUE WWTP AND CLEAN COUNTY

Carin Bakner, Buyer, Purchasing, 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 20, 2025, requesting a 5.2% increase for FY26, based on the US Bureau of Labor and Statistics Consumer Price Index.

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

1. GENERAL GEORGE WASHINGTON SCULPTURE PROJECT

Al Martin, Committee Chair; Toby Mendez, World-Renowned Sculptor; and Tom Riford, Committee Member, presented the request to approve to accept the committee report, accept the sculpture design, and approve continuing to move forward with the project, for completion by the Washington County 250th. The committee requested the additional funding of \$25,000.00 that was tentatively committed for the project.

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Commissioner Cline, seconded by Commissioner Wagner, moved to approve the second commitment of \$25,000.00 and to move forward with the project and as presented. The motion passed unanimously (4-0).

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10. HEAT STRESS POLICY 2025

Chip Rose, Director, Human Resources; and Brian Overcash, Training and Safety Coordinator, Human Resources, presented the request to adopt an official policy to address risks associated with heat stress. The purpose of this Heat Stress Work Policy is to outline the procedures and guidelines to protect employees from the dangers of heat stress. This policy aims to minimize the risk of heat-related illnesses by ensuring safe working conditions during periods of elevated air temperatures beyond 88 degrees. The policy applies to all employees who may be exposed to extreme heat conditions while performing work-related duties, including outdoor and indoor environments where heat exposure can occur. The policy formalizes preventive measures such as rest schedules, access to water, and Personal Protection equipment (PPE) that allows for dissipation, whenever possible. The policy also provides guidance for monitoring heat symptoms, first aid if symptoms are observed, and it defines responsibilities for both our employees and our supervisors.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the Heat Stress Work Policy as presented. The motion passed unanimously (4-0)

RECESS

11. SMITHSBURG WWTP ENERGY CONSUMPTION INCENTIVE

Joe Moss, Deputy Director, Engineering, Environmental Management, began his presentation for his request on the proposed incentive credit for energy consumption at the Smithsburg WWTP. This item was not decided upon and has been moved to the next meeting to conclude.

Michelle Gordon, County Administrator, recommended that she administratively move the remainder of the open session agenda items to the next available regular meeting.

President Barr moved the remainder of the open session agenda items to the next regular meeting. The remainder of the open session agenda has been moved to the July 29, 2025, meeting.

CLOSED SESSION

Commissioner Harvey, seconded by Commissioner Wagner, moved to convene in closed session at 10:01 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 individuals. (1). Personnel matters are confidential, precluding discussion in open session.

- Update regarding fire company volunteer.
- Recommended termination of County employee.

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

- Update and legal advice from County Attorney on County-involved legal matter.

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

- Update on South Hagerstown Fire Company Volunteer;
- Discipline and/or termination of County employee;
- 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 and Randall E. Wagner; Dawn 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; R. David Hays, Director, Emergency Services; Dale Fishack, Hagerstown Fire Marshal; and Chip Rose, Director Human Resources.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Cline, moved to reconvene in open session at 11:40 a.m. The motion passed unanimously (4-0).

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Cline, moved to adjourn at 11:40 a.m. The motion passed unanimously (4-0).



Dawn L. Marcus, *County Clerk*

