



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

September 9, 2025

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation presented by President 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 regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 10:00 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 Harvey, seconded by Commissioner Leatherman, moved to approve the minutes of July 29, 2025. (Date corrected from the agenda.) The motion passed unanimously (5-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner attended the Employee Service Awards Breakfast. He thanked staff for their service to the County. Commissioner Wagner congratulated the police cadets who were recognized at the service held at the Kepler Theater on their recent graduation.

Commissioner Leatherman attended the Employee Service Awards Breakfast and shared in Commissioner Wagner's sentiments. He commended the employees for their years of service. In honor of the recent Labor Day holiday Commissioner Leatherman recognized all of the working citizens of the County.

Commissioner Harvey attended the Employee Service Awards Breakfast and shared in the other Commissioner's sentiments. He commented on the duties of all of the employees. Commissioner Harvey thanked the employees for their hard work and the citizens who contribute as volunteers.

Commissioner Cline congratulated the Police Academy Class 10 on their graduation. He recognized Lieutenant Vance Almy who won gold and silver medals at the World Police and Fire Games in Birmingham, Alabama. Commissioner Cline attended the Pooch Plunge at Marty Snook Pool. He attended Everybody's Day at Pen Mar Park and recognized Faye Powers for her years of dedication and service organizing the concerts. He thanked the Recreations and Parks Department and all who helped to organize the event and shared that 102 year old Jack Myers sang God Bless America at the event. Commissioner Cline recognized Major Todd Kerns and Sergeant John Martin on their retirement. He attended the grand opening of the County Market Diner in Boonsboro. Commissioner Cline attended the Employee Service Awards Breakfast. He thanked the employees and the retirees for their years of service to the County.

Commissioner Barr recognized 102 year old Jack Myers for his cover story in the Hagerstown Magazine. He shared the accolades of Mr. Myers. Commissioner Barr attended the Employee Service Awards Breakfast. He thanked the employees for their years of service, hard work and dedication.

Commissioner Barr shared that the awardees collectively have work 2,658 years of dedicated service to Washington County and its citizens.

STAFF COMMENTS

Michelle Gordon, County Administrator, attended the Employee Service Awards Breakfast, she thanked staff for their years of service. Ms. Gordon thanked Human Resources staff for coordinating the event. She met with officials from Jefferson County, West Virginia to discuss mutual aid agreements. Ms. Gordon attended the grand opening of the Hitachi Rail manufacturing facility. She toured the Public Safety Training Center Burn Building foundation site. Ms. Gordon toured the Swope Road bridge construction site and recognized the Highways Department. She attended the Maryland Theater Events Committee meeting and Maryland Theater Board meeting. Ms. Gordon shared information on the private funding for the Black Rock Golf Course Training Center project. She provided information on cannabis fees and sales tax funds, and allowable uses for the funds. She recited information from the state statute.

1. PROCLAMATION FOR WASHINGTON GOES PURPLE

The Board of County Commissioners presented a proclamation to Samantha Boley, Washington Goes Purple. Ms. Boley presented the County with a challenge coin.

CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH

Commissioner Wagner, seconded by Commissioner Cline, moved to convene as the Board of Health at 10:20 a.m. The motion passed unanimously (5-0).

2. TRUE YOU MARYLAND – GIRLS, INC. OF WASHINGTON COUNTY

Earl Stoner, Health Officer, Washington County Health Department, presented that the health department is recommending that the Board of Health approve the contract to Girls, Inc of Washington County in the amount of \$152,180.00 for funding legislated for the True You Maryland Adolescent Health Program. Girls Inc. of Washington County were the sole bid provided on RFP 2024-03. Girls Inc. of Washington County work closely with the Washington County Public Schools (WCPS) targeting the high schools. Contract period of July 1, 2025, through June 30, 2026.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the Board of Health approve the contract for the True You Maryland Adolescent Program to Girls, Inc. as presented. The motion passed unanimously (4-0-1). Commissioner Leatherman abstained.

3. PERSONAL RESPONSIBILITY EDUCATION PROGRAM (PREP) – GIRLS, INC.

Earl Stoner, Health Officer, Washington County Health Department, presented that the health department is recommending that the Board of Health approve the contract to Girls, Inc. of Washington County in the amount of \$51,264.00 for funding legislated for the Personal Responsibility Education Program (PREP) health program Girls Inc. of Washington County were the sole bid provided on RFP 2024-01. Girls Inc. of Washington County work closely with the Washington County Public Schools (WCPS) targeting the high schools. Contract period of July 1, 2025, through June 30, 2026.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the Board of Health approve the contract for the Personal Responsibility Education Program to Girls, Inc. as presented. The motion passed unanimously (4-0-1). Commissioner Leatherman abstained from the vote.

4. SEXUAL RISK AVOIDANCE EDUCATION (SRAE) – GIRLS, INC. OF WASHINGTON COUNTY

Earl Stoner, Health Officer, Washington County Health Department, presented that the health department is recommending that the Board of Health approve the contract to Girls, Inc. of Washington County in the amount of \$71,530.00 for funding legislated for the Sexual Risk Avoidance Education Program (SRAE) health program to Girls Inc. of Washington County who were the sole bid provided on RFP 2024-02. Girls Inc. of Washington County work closely with the Washington County Public Schools (WCPS) targeting the middle schools. Contract period of July 1, 2025, through June 30, 2026.

Commissioner Cline, seconded by Commissioner Harvey, moved to approve the Board of Health approve the contract for the Sexual Risk Avoidance Program to Girls, Inc. as presented. The motion passed unanimously (4-0-1). Commissioner Leatherman abstained from the vote.

RECONVENE AS BOARD OF COUNTY COMMISSIONERS, WASHINGTON COUNTY

Commissioner Harvey, seconded by Commissioner Leatherman, moved to reconvene as the Board of County Commissioners, Washington County, Maryland at 10:24 a.m. The motion passed unanimously (5-0).

5. CONSTRUCTION BID AWARD – CONCRETE FOUNDATION FOR THE FIRE TRAINING BURN BUILDING

Scott Hobbs, Director, Engineering, presented the request to award the Concrete Foundation for the Fire Training Burn Building contract to the lowest responsible bidder, Rockwell Construction Co., Inc. of Mercersburg PA, for a total sum bid amount of \$350,596.30. The project will utilize available fund from the Burn Building – PSTC Training Center budget in the Capital Improvement Plan.

Commissioner Cline, seconded by Commissioner Harvey, moved to approve to award the Concrete Foundation for the Fire Training Burn Building to Rockwell Construction Co., Inc. as presented. The motion passed unanimously (5-0).

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

Carin Bakner, Buyer, Purchasing, presented the request to relieve Heritage Landscape Supply Group, Inc. of McKinney, TX from the contract without prejudice for the procurement of grounds maintenance chemicals for various County departments approved by the Board of County Commissioners of Washington County on June 10, 2025, for the specific listed chemicals on the Bid Tabulation Summary in which they submitted the lowest bid (a total of eight chemicals). Since the award notification, the vendor has been unreachable either by email or telephone to place orders for the chemicals. Several attempts to reach the vendor were made, and a deadline was provided for responding; all were met with no response from the vendor.

Commissioner Leatherman, seconded by Commissioner Cline, moved to approve to relieve Heritage Landscape Supply Group, Inc. from the contract without prejudice for the procurement of grounds maintenance chemicals as presented. The motion passed unanimously (5-0).

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

Carin Bakner, Buyer, Purchasing, 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) due to the rescission of the award to Heritage Landscape

Supply Group, Inc., as presented for eight (8) chemicals. Tie bids were received for Item Nos. 10 and 12; 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.

The drawing of the tie bids:

Item #10 (drawn by Commissioner Harvey) -Acelepryn: winning vendor Pocono Turf Supply Co. Inc.

Item #12 (drawn by Commissioner Leatherman) -Headway: winning vendor Genesis Turf Grass Inc.

Item #	Product	Vendor	Unit of Meas.	FY25 Unit Price	FY26 Unit Price
1	Acclaim Extra	Genesis Turfgrass, Inc.	Gallon	\$714.50	\$714.50
8	2,4 D 34.4% Triclopyr 16.5%	Genesis Turfgrass, Inc.	Gallon	N/A	\$39.18
10	Acelepryn 18.4%	(2) TIE BIDS	Quart	\$568.75	\$488.25
11	Dylox 420 SL	Genesis Turfgrass, Inc.	Gallon	\$95.94	\$98.34
12	Head Way	(2) TIE BIDS	Gallon	\$536.00	\$547.00
16	Lontrel	Genesis Turfgrass, Inc.	Quart	\$184.00	\$182.25
18	Glyphosate 41%	No Bid	Gallon	\$17.30	No Bid
19	Mefenoxam 22.5%	Genesis Turfgrass, Inc.	Gallon	\$360.00	\$352.50

Commissioner Wagner, seconded by Commissioner Harvey, moved to award the contract to the companies listed for each chemical item, as presented in the bid tabulation summary. The motion passed unanimously (5-0).

9. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0208) ONE (1) SCHWARZE A8TE STREET SWEEPER FOR THE DEPARTMENT OF STORMWATER AND WATERSHED SERVICES

Carin Bakner, Buyer, Purchasing; and Alex Reed, Watershed Specialist, Stormwater Watershed Services, presented the request to authorize by Resolution, for the Department of Stormwater Watershed Services to purchase one (1) 2026 Schwarze A8TE Street Sweeper from Atlantic Machinery, Inc. of Silver Spring, MD in the amount of \$484,653.00 and to utilize another jurisdiction's contract (Bid No. 26-07-0711) that was awarded by Virginia Sheriffs' Association.

Commissioner Harvey, seconded by Commissioner Wagner, moved to authorize by Resolution, the purchase of one (1) 2026 Schwarze A8TE Street Sweeper from Atlantic Machinery, Inc. as presented. The motion passed unanimously (5-0).

6. COMMUNITY RESCUE SERVICE SUB-STATION REQUEST/FUNDING

R. David Hays, Director, Emergency Services; and Robert Buck, Chief, Community Rescue Service, presented the request to authorize Community Rescue Service (CRS) to establish an additional sub-station, located at Antietam Fire Company Station in the north end of Hagerstown. As part of the ongoing process that evaluates potential new service needs, an evaluation of daily and hourly call loads was completed. Indications show the need to place an EMS transport unit within the northern sections of the City of Hagerstown. The approval to do so is needed by the Board of County Commissioners as the Authority Having Jurisdiction. The fiscal impact is \$113,558.00 which is included in the FY26 Operating Budget.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve to establish an additional sub-station, located at Antietam Fire Company Station in the north end of Hagerstown as presented. The motion passed unanimously (5-0).

10. BID AWARD (PUR-1737) FIRE SERVICE TESTING/INSPECTION OF HOSE, PUMPS, LADDERS AND AERIAL DEVICES

Carin Bakner, Buyer, Purchasing; and Eric Jacobs, Assistant Director-Operations, Emergency Services, presented the request to award the bid under Option No. 2, Group B to the responsive, responsible bidder Waterways of Southwest PA, LLC of Bethel Park, PA for a Total Sum Bid Price of \$57,600.60. Also, move to award the bid under Option No. 2, Group D to the responsive, responsible bidder American Test Center, Inc. of River Falls, WI for a Total Sum Bid Price of \$8,600.00. Tie bids were received under Option No. 2 for Groups A and C; therefore, it is required that the services be awarded based on drawing lots in public, pursuant to Section 2.9 of the Washington County Procurement Policy Manual.

The drawing of tie bids:

Option No. 2, Group C Ground ladder testing (drawn by Commissioner Wagner) – winning vendor American Test Center Inc.

Option No. 2, Group A fire pump testing (drawn by Commissioner Barr) – winning IA Testing

Commissioner Leatherman, seconded by Commissioner Wagner, moved to award the bids under Option No. 2, Groups A - D as presented. The motion passed unanimously (5-0).

11. CONTRACT AWARD (PUR-1766) - BULK DELIVERY OF ROAD SALT

Carin Bakner, Buyer, Purchasing; and Zane Rowe, Deputy Director, Highways Department, presented the request to award the primary contract for the purchase and delivery of Bulk Road Salt to the responsible, responsive bidder, Cargill, Incorporated – Road-Salt Safety, of North Olmsted, OH who submitted the price of \$76.85 per ton and to award the secondary contract for the purchase and delivery of Bulk Road Salt to the responsible, responsive bidder, Morton Salt, Inc. of Chicago, IL who submitted the price of \$78.11 per ton.

Commissioner Harvey, seconded by Commissioner Leatherman, moved to award the primary contract for Bulk Road Salt to Cargill, Incorporated – Road-Salt Safety and to award the secondary contract for the purchase and delivery of Bulk Road Salt to Morton Salt, Inc. as presented. The motion passed unanimously (5-0).

12. SOLE SOURCE AWARD (PUR-1770) – ANNUAL SUPPORT MAINTENANCE FOR ALL PRIORITY DISPATCH PROGRAMS FOR THE DEPARTMENT OF EMERGENCY COMMUNICATIONS

Brandi Kentner, Director, Purchasing; and Alan Matheny, Director, Emergency Management and Communications, presented the request to award a Sole Source Procurement contract for the purchase of Annual Support Maintenance for all Priority Dispatch Program for the Department of Emergency Communication, to Priority Dispatch of Salt Lake City, UT, for the total price of \$428,286.00 which includes annual maintenance and support for five years. The purchase is for the Annual Support Maintenance License Renewal and Backup Card set License for all Priority Dispatch Programs.

Commissioner Harvey, seconded by Commissioner Leatherman, moved to award a Sole Source Procurement contract for Annual Support Maintenance for all Priority Dispatch Program to Priority Dispatch as presented. The motion passed unanimously (5-0).

13. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0205) – PURCHASE ONE (1) NEW T770 T4 BOBCAT TRACK LODER FOR THE HAGERSTOWN REGIONAL AIRPORT

Brandi Kentner, Director, Purchasing; and Neil Doran, Director, Hagerstown Regional Airport, presented the request to authorize, by Resolution, for the Hagerstown Regional Airport to purchase one (1) new T770 T4 Bobcat Track Loader from Bobcat of Hagerstown, MD., for the amount of \$101,084.57 and to utilize another jurisdiction's contract (020223-CEC) that was awarded by Sourcewell to Clark Equipment Company.

Commissioner Harvey, seconded by Commissioner Leatherman, moved to authorize, by Resolution to purchase one (1) T770 T4 Bobcat Track Loader from Bobcat as presented. The motion passed unanimously (5-0).

14. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0206) ONE (1) NEW 2026 FORD SUPER DUTY F-350 SRW CREW CAB 4X4 TRUCK WITH KNAPHEIDE SNOW REMOVAL PACKAGE FOR THE WASHINGTON COUNTY TRANSIT DEPARTMENT

Brandi Kentner, Director, Purchasing; and Shawn Harbaugh, Director, Transit, presented the request to authorize by Resolution, the Washington County Transit Department to purchase one (1) new 2026 Ford Super Duty F-350 SRW (W3B) XL 4WD Crew Cab Truck with Knapheide snow plow in the amount of \$67,383.70 from National Auto Fleet Group of Watsonville, CA., and to utilize another jurisdiction's contract (091521-NAFG) that was awarded by Sourcewell to National Auto Fleet Group.

Commissioner Leatherman, seconded by Commissioner Wagner, moved to authorize by Resolution to purchase one (1) 2026 Ford Super Duty F-350 SRW (W3B) XL 4WD Crew Cab Truck with Knapheide snow plow from National Auto Fleet Group as presented. The motion passed unanimously (5-0).

15. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0207) FUEL MANAGEMENT SYSTEM – WASHINGTON COUNTY HIGHWAY DEPARTMENT

Brandi Kentner, Director, Purchasing; and Zane Rowe Deputy Director, Highways Department, presented the request to authorize by Resolution, the approval for the Washington County Highway Department to purchase three (3) Islander Prime Fuel Management Systems from PWI, of New Oxford, PA, for the total sum of \$53,105.19 and to utilize another jurisdiction's contract #081524-GVR that was awarded by Sourcewell to Gilbarco, Inc.

Commissioner Harvey, seconded by Commissioner Leatherman, moved to authorize by Resolution to purchase three (3) Islander Prime Fuel Management Systems from PWI as presented. The motion passed unanimously (5-0).

16. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0198) LASERFICHE RENEWAL AGREEMENT FOR INFORMATION TECHNOLOGY

Brandi Kentner, Director, Purchasing; and Joshua O'Neal, Chief Technical Officer, Information Technology, presented the request to authorize by Resolution, the approval for Information Technology to enter into a one (1) year Laserfiche support and subscription renewal Agreement for the total sum of \$73,987.16 from MCCI of Tallahassee, FL. based on the contract awarded by Omnia – National Cooperative Purchasing Alliance (NCPA) RFP #01-162.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to authorize by Resolution to enter into a one (1) year Laserfiche support and subscription renewal Agreement with MCCI as presented. The motion passed unanimously (5-0).

17. SOLE SOURCE PROCUREMENT AWARD (PUR-1762) FOR HEALTHY FAMILIES HOME VISITING SERVICES

Brandi Kentner, Director, Purchasing; and Richard Lesh, Grant Manager, Grant Management, presented the request to approve a Sole Source procurement to Washington County Health Department in the amount of \$250,232.50 for evidence-based home visiting services, aligning with Maryland's goals for early childhood development and poverty reduction, approval of the funding award from the Maryland State Department of Education and as approved by the Washington County Local Management Board at its meeting on Friday, June 20, 2025.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve a Sole Source procurement to Washington County Health Department for evidence-based home visiting services as presented. The motion passed unanimously (5-0).

18. FY26 CAPITAL BUDGET ADJUSTMENT - ARPA

Kelcee Mace, Chief Financial Officer, presented the request to approve a budget adjustment to reallocate ARPA funds in the amount of \$277,227.00. The Sharpsburg Well project is complete and has remaining ARPA funds in the amount of \$277,227.00. Staff requested to transfer \$230,436.00 of the fund to the Sharpsburg Water Meter Cradle Replacement project and \$46,791.00 to the Smithsburg WwTP project. Both projects were previously allocated portions of ARPA funds. The budget transfer will not increase the overall project budgets but will replace the use of Water and Sewer funds that will be placed in reserve for future use.

Commissioner Harvey, seconded by Commissioner Leatherman, moved to approve the Capital Budget adjustment to reallocate ARPA funds in the amount of \$277,227.00 as presented. The motion passed unanimously (5-0).

19. FY26 CAPITAL BUDGET ADJUSTMENT – WATER FUND

Kelcee Mace, Chief Financial Officer, presented the request to approve a budget adjustment transfer \$50,000.00 of water capital reserves to the General Water Treatment Plant Upgrades project TRP025. On April 24, 2024, the Board of County Commissioners and Mayor and Council of Brunswick executed an agreement that the City of Brunswick would provide water to the Sandy Hook area in the event the County's wells were not sufficient to meet supply requirements. Staff requested to use capital reserves in the Water Fund to pay the City of Brunswick \$50,000.00 to reserve capacity for this purpose.

Commissioner Harvey, seconded by Commissioner Leatherman, moved to approve the Capital Budget adjustment in the amount of \$50,000.00 as presented. The motion passed unanimously (5-0).

20. FY25 EXCESS OF REVENUES

Kelcee Mace, Chief Financial Officer, presented the request to approve allocation of funding as presented or as amended by the BOCC. Ms. Mace shared updated figures from those listed on the ARF. The FY25 excess of revenues over expenditures in the General Fund is approximately \$20.6 million. This excess represents 4.8% of the FY25 approved budget of \$434.1 million. An estimated \$8.6 million is requested to maintain a cash reserve of 25% in the General Fund. Staff recommended allocating \$5 million of the excess to the Pension Fund and up to \$7.5 million to the Capital Reserve Fund for future use. It is best practice that excess funds be used for one-time costs and not on-going operating expenses.

Commissioner Cline recommended utilizing a portion of the excess reserve funds for a new reserve fleet for emergency services.

David Hays, Director Emergency Services, shared the approximate funding amounts recommended for purchasing a new reserve fleet would be estimated at \$1.4 million for a fire truck and an estimated \$500,000.00 for an ambulance. Historically they prepay for the apparatus for prepayment savings.

Commissioner Cline, seconded by Commissioner Harvey, moved to allocate \$2 million into funding for a reserve fleet of one firetruck and one ambulance. The motion passed unanimously (5-0).

Commissioner Leatherman recommended utilizing a portion of the excess reserve funds for the South County Maintenance Facility for painting the facility and a shed or pole barn for storage at the facility.

Commissioner Leatherman, seconded by Commissioner Cline, move to allocate up to \$300,000.00 in funding for the South County Maintenance Facility for a pole barn for storage and painting for the building. The motion passed unanimously (5-0).

Commissioner Harvey recommended utilizing a portion of the excess reserve funds to boost the agricultural preservation program.

Commissioner Harvey, seconded by Commissioner Cline, moved to allocate a one-time additional \$1 million in funding for agricultural land preservation utilizing the State Agricultural Preservation program. The motion passed unanimously (5-0).

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the allocation of \$5 million in funding to the Pension Fund, the amount needed to maintain the Cash Reserves and the remaining balance to the Capital Reserve Fund as presented. The motion passed unanimously (5-0).

21. AMENDMENT OF JOB CREATION AND CAPITAL INVESTMENT REAL PROPERTY (JCRP) TAX CREDIT PROGRAM

Rosalinda Pascual, Deputy County Attorney; and Linda Spence, Financial Programs Administrator, Business and Economic Development, presented the request to approve the Ordinance amending the Job Creation and Capital Investment Real Property (JCRP) program and the Resolution regulating the administration of the program. Changes to the JCRP Program were recommended by the Department of Business and Economic Development to create more concise and effective tax credit programs that also financially benefit the County. This program is enabled by the state statute, which requires certain changes to be made legislatively. At the most recent legislative session, the County requested the General Assembly revise Section 9-323(f). The General Assembly approved the new legislation adopting the changes to the enabling statute. The revised JCRP program reduces the five years' credits from 100% to 75% and adjusts the declining credits over the remaining 10 years of the 15-year program. Tier 1 also has reduced credits and reduces the number of years the tax credit is applicable.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the Ordinance amending the Job Creation and Capital Investment Real Property program and the Resolution regulating the administration of the program as presented. The motion passed unanimously (5-0).

22. REPEALING OF PAD-READY SITE STIMULUS PROGRAM AND THE NEW JOBS TAX CREDIT PROGRAM

Rosalinda Pascual, Deputy County Attorney; and Linda Spence, Financial Programs Administrator, Business and Economic Development, presented the request to approve the Resolution repealing the Pad-Ready Site Stimulus Program and the Ordinance repealing New Jobs Tax Credit Program. The Pad-Ready Site Stimulus Program and the New Jobs Tax Credit Program are redundant with the Job

Creation and Capital Investment Real Property Tax Credit (JCRP) Program. Additionally, changes in the JCRP program are being proposed due to changes in its enabling legislation, which better reflect the needs to the County.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the Resolution repealing the Pad-Ready Site Stimulus Program and the Ordinance repealing New Jobs Tax Credit Program as presented. The motion passed unanimously (5-0).

23. RECLASSIFICATION OF DEPUTY POSITION TO SERGEANT POSITION

Chip Rose, Director, Human Resources; and Major Joel Footen, Washington County Sheriff's Office, presented the request to approve to reclassify a deputy position to the rank of sergeant. The Sheriff's office is creating a Special Enforcement Unit, which requires a sergeant's position for supervision of this unit. The special enforcement unit will concentrate on high crime areas within the county.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve to reclassify a deputy position to the rank of sergeant as presented. The motion passed unanimously (5-0).

24. ASSISTANT MAINTENANCE SUPERVISOR OFFER, WILLIAM BLAIR

Chip Rose, Director, Human Resources; and Mark Bradshaw, Director, Environmental Management, presented the request to approve to extend an offer to William Blair for the position of Assistant Maintenance Supervisor at a Grade 13, Step 12, \$85,904.00 annually. In addition, with approval of this offer, they requested permission to backfill Mr. Blair's current role of Systems Mechanic III Grade 12, Step 1.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve to extend an offer to William Blair as the Assistant Maintenance Supervisor and to backfill the Systems Mechanic III position as presented. The motion passed unanimously (5-0).

25. RECLASSIFICATION OF PERMIT SYSTEMS SPECIALIST (GRADE 11) AS PERMIT OPERATIONS MANAGER (GRADE 13)

Greg Cartrette, Director/Code Official, Permits & Inspections; and Chip Rose, Director, Human Resources, presented the request to approve to create a Permit Operations Manager, at a Grade 13, for the Permits & Inspection Department.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve to create a Permit Operations Manager position as presented. The motion passed unanimously (5-0).

26. AGRICULTURE – FACES OF FARMING PRESENTATION

Kelsey Keadle, Business Specialist – Agriculture, Business and Economic Development presented "Faces of Farming" is an agricultural-focused video marketing campaign that showcases local Washington County farms every month, for one year. The "Faces of Farming" marketing videos will be showcased on the County's website, as well as Facebook and other social media platforms, and will target a new industry and highlight a local farmer from that specific agricultural industry. Today's Faces of Farming videos highlighted Linden Hall Farm and the 2025 Agricultural Week Cow Video.

CLOSED SESSION

Commissioner Leatherman, seconded by Commissioner Wagner, moved to convene in closed session at 11:27 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.

- Hiring Recommendation for open County position.
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- Discussion of appointment to County Ethics Commission.

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State. Open session discussion would deter business from active engagement in discussion and sharing of proprietary information (4).

- Discussion of application for extension of foreign trade zone.

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

- Status update and legal advice from County Attorney on County-involved legal matter
- Legal advice pertaining to interpretation of Code of Public Local Laws
- Legal advice pertaining to Bylaws of County Board
- Legal advice pertaining to contract interpretation.

To discuss public security. Public Body has determined open session discussion would constitute risk to public safety. (10)

- Discussion of development of fire and rescue services.

In closed session, the Commissioners discussed; and/or reached a consensus regarding:

- Appointments to the Washington County Ethics Commission;
- Hiring recommendation for the Pretreatment Coordinator, Water Quality, and the Senior Network Engineer, Information Technology;
- Volunteer Fire and EMS Company membership;
- Economic Developments application of use of Foreign Trade Zone;
- Received legal advice pertaining to Bylaws of Recreation and Parks Committee;
- Received legal advice pertaining to Code of Public Laws;
- Received legal advice pertaining to contract interpretation; 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, Derek Harvey, Randal A. Leatherman 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; Chip Rose, Director Human Resources; Davina Yutzy, Deputy Director, Water Quality; Josh O'Neal, Chief Technical Officer, Information Technology; David Elliott, Director, Information Technology; R. David Hays, Director, Emergency Services; David Chisholm, Deputy Director, Emergency Services; Linda Spence, Financial Programs Administrator, Business and Economic Development; Maria Kramer, Director, Grant Management; Jaime Dick, Deputy Director, Parks and

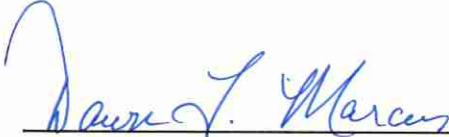
Recreation; Andrew Eshleman, Director, Public Works; and Timothy Alexander, Assistant Parks Supervisor, Parks and Facilities.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Wagner, moved to reconvene in open session at 2:02 p.m. The motion passed unanimously (5-0).

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Leatherman, moved to adjourn at 2:02 p.m. The motion passed unanimously (5-0).



Dawn L. Marcus, *County Clerk*

