



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

February 24, 2026

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

RECESS

EMERGENCY CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in an emergency closed session at 9:06 a.m. The motion passed unanimously (4-0).

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Leatherman, moved to reconvene in open session at 9:16 a.m. The motion passed unanimously (4-0).

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the minutes of February 3, 2026. The motion passed unanimously (4-0).

RECESS

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner commented on the recent weekend snow event and shared parts of the County were effected harder than other areas. He thanked staff, the road crews and first responders who worked during the event.

Commissioner Leatherman commented on the reopening of the Clear Spring Country Diner on February 13, 2026. He attended the Maryland Symphony Orchestra at the Maryland Theatre with his wife. Commissioner Leatherman shared that he was contacted by a resident of Halfway who had suffered a massive heart attack on January 28, 2026, at his home and the citizen extended his extreme thank you to Company 26 for responding and for their delivery of services to him.

Commissioner Cline attended the Washington County Volunteer Fire and Rescues Association where they recognized the Fire Police volunteers on their many years of service. He thanked the Association and the Fire Police for the service to the community. Commissioner Cline attended the Washington County Emergency Ice Training exercise at Blair Lake. He attended the reopening of the Clear Spring Diner. Commissioner Cline attended the Washington County Parks and Rec Annual Volleyball Championship game for the Elementary Division Championship and recognized the Turtles as the

Champions of the game. He thanked the Parks and Rec Department, the coaches, the parents and the players who participate in the league and he shared that it is recognized as the feeder program for the state championship high school teams. Commissioner Cline attended the Smithsburg Annual Awards banquet where they presented the Board of County Commissioners with a Certificate of Recognition for their monetary support and support for multiple areas to include hose testing, ladder testing, uniforms and other areas. He attended the Long Meadow Volunteer Fire Company Annual Awards banquet they also thanked Washington County Government for our support. He commented on being recognized for the County's monetary support and our partnership with the volunteer fire companies.

Commissioner Barr shared that he attends the Maryland Association of County meetings on Wednesdays while the General Assembly is in session in Annapolis or via Zoom calls. He commented on the review of many bills that are before the Legislature. Commissioner Barr attended the Board of Education Foundation of Washington County Public Schools for their Annual Essential Service Personnel Awards, and he congratulated the four finalists. He thanked Dr. Sovine, the Administration, Staff and School Board members who were in attendance. Commissioner Barr attended the event Passport to the Arts at Barbara Ingram School for the Arts.

STAFF COMMENTS

Michelle Gordon, County Administrator, had an administrative change to the agenda and she removed item 9. FILTER REPLACEMENT CHANGE ORDER FOR SMITHSBURG WASTEWATER TREATMENT PLANT ENR UPGRADE, PUR-1623. This item will be brought back at a later date. Ms. Gordon thanked the Public Safety employees and the Highways Department for their work over the weekend to combat the winter storm and as Commissioner Wagner stated some parts of the County were effected more than others. She attended the District 2 evening meeting in Annapolis with our County Delegation. Ms. Gordon attended the County Delegation meeting regarding pending Legislative issues. She attended the girls' volleyball championship games, and she congratulated the winners and those who have participated during the volley ball season with a special thank you to Jaime Dick and the Parks and Rec staff for making these youth programs available to the community.

Michelle Gordon, County Administrator, recited the findings of Open Meetings Act opinions 20-73, 2026 and 20-071, 2026.

Michelle Gordon, County Administrator, read the County's statement regarding the proposed I.C.E. Processing Facility in the County.

1. HOTEL RENTAL TAX FUNDING FOR WASHINGTON COUNTY AG EXPO

Michelle Gordon, County Administrator, presented the request to approve a contract awarding Hotel Rental Tax Funding for the Washington County Ag Expo and Fair in an amount not to exceed \$5,000 annually for 10 years (July 2026-July 2035) and an amount not to exceed \$10,000 annually for an additional 10 years (July 2036 – July 2045). In recognition of the contributions made to the Washington County Agricultural Education Center (Ag Center) by Adna "Ad" Fulton in support of the agricultural community, staff is proposing that the Board consider the approval Hotel Rental Tax Funding for continuation of the Washington County Ag Expo and Fair in recognition of Ad Fulton's lifetime commitment and contributions to the Ag Center, the ag community by giving back to the residents of Washington County.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve a contract awarding Hotel Rental Tax Funding for the Washington County Ag Expo and Fair as presented. The motion passed unanimously (4-0).

President Barr recognized Commissioner Cline's efforts in moving this request forward.

2. FY26 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 FY2026 General Fund Budget. The changes that the Board of Education approved on February 17, 2026, across major categories. Therefore, these requested adjustments must also be approved by the Board of County Commissioners.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the FY26 Washington County Board of Education's General Fund budget adjustment as presented. The motion passed unanimously (4-0).

Commissioner Cline thanked Dr. Sovine for his service to Washington County.

3. PRESENTATION AND DISCUSSION OF THE BOARD OF EDUCATION'S DRAFT FY2027 GENERAL FUND BUDGET FOR WASHINGTON COUNTY PUBLIC SCHOOLS (WCPS)

Darrell Evans, President; Dr. David Sovine, Superintendent; Dr. Gary Willow, Deputy Superintendent; Jeffrey Proulx, Chief Operating Officer; Eric Sisler, Executive Director of Finance; Kameron Shives, Budget & Financial Reporting Analyst, Washington County Public Schools; and April Zentmyer, President, presented for informational purposes the Board of Education's Draft FY2027 General Fund Budget for Washington County Public Schools. They shared a PowerPoint presentation.

4. PRESENTATION OF THE 2027-2036 CAPITAL BUDGET – DRAFT 1

Zane Garrett, Deputy Director, Budget and Finance, presented for information purposes, the proposed FY2027 – FY2036 Capital Budget. He shared a PowerPoint presentation.

5. FY2027 GENERAL FUND BUDGET- REQUESTED VERSION

Zane Garrett, Deputy Director, Budget and Finance, presented for information purposes a summary of the Requested Version of the FY2027 budget process. The Office of Budget & Finance will recommend adjustments to these requests at a future date to balance the budget for FY2027.

6. CHOICE NEIGHBORHOOD INITIATIVE IMPLEMENTATION GRANT APPLICATION LETTER OF SUPPORT

Andrew Eshleman, Director, Public Works, and Sean Griffith, Executive Director, Hagerstown Housing Authority, presented the request to approve sending the drafted letter of support to the Hagerstown Housing Authority for their Choice Neighborhoods Initiative Implementation Grant Application. The Hagerstown Housing Authority and the City of Hagerstown are co-applicants for a U.S. Department of Housing and Urban Development Choice Neighborhoods Initiative Implementation Grant. The applicants have requested a letter of support from Washington County outlining the County's planned capital investments within the grant application boundary. No funding is being requested from the County.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve sending the letter of support to Hagerstown Housing Authority for the Choice Neighborhood Initiative Grant as presented. The motion passed unanimously (4-0).

7. BID AWARD (PUR-1639) ON CALL STORMWATER MANAGEMENT MAINTENANCE TASK ORDER NO. 2 FOR THE DEPARTMENT OF STORMWATER AND WATERSHED SERVICES

Carin Bakner, Buyer, Purchasing; and John Swauger, Stormwater Management Coordinator, Water Quality, presented the request to authorize the Department of Stormwater and Watershed Services to utilize contract PUR-1639 with Patriot Land & Wildlife Management Services, Inc. dba Patriot Natural Resources for maintenance and repair of various locations based on the hourly rates per the contract totaling \$85,014.40.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to authorize contract PUR-1639 with Patriot Land & Wildlife Management Services, Inc. as presented. The motion passed unanimously (4-0).

8. BID AWARD (PUR-1713) SHARPSBURG WATER SERVICE UPGRADES

Brandi Kentner, Director, Purchasing; and Joseph Moss, Deputy Director, Engineering Services, Environmental Management, presented the request to approve additional funding in the amount of \$24,334.60 to Core & Main to complete the Sharpsburg Water Service Upgrades. On November 26, 2024, the Board awarded the contract for the Upgrades of the Sharpsburg Water Services to Core and Main for \$257,103.96.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve additional funding in the amount of \$24,334.60, to Core & Main as presented. The motion passed unanimously (4-0).

9. FILTER REPLACEMENT CHANGE ORDER FOR SMITHSBURG WASTEWATER TREATMENT PLANT ENR UPGRADE, PUR-1623

This item has been removed from the agenda and will be brought forward in a future meeting.

10. STONER FAMILY FARMS LLC RURAL LEGACY PROGRAM (RLP) EASEMENT

Chris Boggs, Rural Preservation Administrator, Planning and Zoning, presented the request to approve the Stoner Family Farms LLC RLP Easement project, in the amount of \$346,725.00 for 61.30 easement acres, paid for 100% by the Maryland Department of Natural Resources, and to adopt an ordinance approving the easement purchase and to authorize the execution of the necessary documentation to finalize the easement purchase. The Stoner Family Farms, LLC. property is located on Shaffer Road, Sharpsburg, and the easement will serve to permanently preserve a valuable agricultural, scenic, and environmental property in the County.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the Stoner Family Farms, LLC Rural Legacy Program Easement project as presented. The motion passed unanimously (4-0).

11. ASSESSMENT OF LOCAL HOTEL RENTAL TAX SUPPORT FOR JAMISON DOOR COMPANY

Jonathan Horowitz, Director, Business and Economic Development; Dwight Clark, President and CEO, Jamison Door; and Andrew Serafini, former Maryland State Senator and Delegate George Edwards Board, presented the request to approve the use of Hotel Rental Tax (HRT) funds to support Jamison Door Company's relocation, new construction, and job creation in Washington County. Approval is requested for \$2,000,000 over a five-year period, beginning Fiscal Year 2025, subject to performance requirements, final agreement terms, and property acquisition at Mount Aetna Technology Park. As a

condition of this incentive, Jamison Door must purchase the property and construct the facility as proposed. The incentive would be funded through the hotel rental tax revenues structured as a performance based agreement tied to the investment and job creation milestones. If this project does not proceed as presented, any hotel rental tax funds distributed would be clawed back to protect the tax payers.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the use of Hotel Rental Tax funds to support Jamison Door Company as presented. The motion passed unanimously (4-0).

12. HAGERSTOWN REGIONAL AIRPORT ADVISORY COMMISSION

Dawn Marcus, County Clerk presented the request to approve the reappointment of Austin Colby to serve a second, full three-year term, from February 1, 2026, through January 31, 2029, on the Hagerstown Regional Airport Advisory Commission. This is not a paid board.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the reappointments of Austin Colby as presented. The motion passed unanimously (4-0).

13. APPROVAL OF REVISIONS TO AREA AGENCY ON AGING ADVISORY COUNCIL (AAAAC)

Zachary J. Kieffer, County Attorney, presented the request to approve the revised Area Agency on Aging Advisory Council Bylaws. The Area Agency on Aging Advisory Council is tasked with carrying out advisory functions in furtherance of the Washington County Commission on Aging's mission of developing and coordinating services for older individuals. The proposed revisions align with the new or updated regulations applicable to the Commission on Aging and Advisory Council

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve the revised Area Agency on Aging Advisory Council Bylaws as presented. The motion passed unanimously (4-0).

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed session at 10:50 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. Personnel matters are confidential.

- Discussion of appointment to Area Agency on Aging Advisory Council
- Discussion regarding EMS station and personnel.

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.

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

- For boards and commissions reappointments to the Area Agency on Aging Advisory Council;
- Discussion regarding EMS station and personnel;
- 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, 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; R. David Hays, Director, Emergency Services; and Oley Griffith, Coordinator, Volunteer Services, Emergency Services.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to reconvene in open session at 12:25 p.m. The motion passed unanimously (4-0).

RECESS

EVENING MEETING WITH THE TOWN OF FUNKSTOWN

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

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

TOWN OF FUNKSTOWN LEADERS' REPORTS AND COMMENTS

Mayor Paul Crampton introduced the Council members for their questions. He provided an update on Jerusalem Park and the grand opening on August 29, 2026. He requested an additional \$5,000.00 in funding from Hotel Rental Tax funding. He also requested the Commissioners support in helping to offset Legislative bills. Mayor Crampton shared that there will be an election for the Funkstown on May 4, 2026, and a new Mayor will be installed. He thanked the Commissioners for their cooperation in his forty-two (42) years of working together during his service to the town. He shared information on the purchase of the farm and the use of it for reenactments.

Councilman Rich Gaver requested information regarding the sidewalk issues, and Stouffer Avenue issues.

Assistant Mayor, Sharon Chirgott, thanked the Commissioners for assisting with development of the parks. They receive many compliments from the Citizens on the parks.

Brenda Haynes, Clerk-Treasurer, shared information on the new Jerusalem Park Pavillion rental.

COMMISSIONERS' AND COUNTY ADMINISTRATORS' REPORTS AND COMMENTS

Commissioner Barr welcomed the Mayor and Council to the meeting. He requested information on the reenactments. Commissioner Barr congratulated the Mayor on his years of service to the Town.

Commissioner Leatherman requested information on the Pavillion rental. He also requested information on the status of the farm that the town purchased.

Commissioner Cline congratulated the Mayor on his years of service to the Town.

Commissioner Wagner discussed the Town's leadership. He congratulated the Mayor on his years of service to the Town.

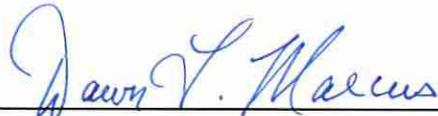
Michelle Gordon, County Administrator shared that the request for the sidewalk is in the Capital Improvement Plan and is approximately four (4) years out. The Stouffer Avenue issues will be addressed by our T.A.C.T. Committee. Ms. Gordon shared that she would review the additional request for Hotel Rental Tax allocation with our Budget and Finance Department. She will have the Director of Grants Management reach out to the Town as well.

STAFF COMMENTS

Scott Hobbs, Director of Engineering, provided an update on the sidewalk for Edgewood Drive. He will review the Stouffer Avenue issue with the Highways Department.

ADJOURNMENT

Commissioner Cline, seconded by Commissioner Wagner, moved to adjourn at 6:14 p.m. The motion passed unanimously (4-0).



Dawn L. Marcus, *County Clerk*