



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

April 14, 2026

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 regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 8:00 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Randal A. Leatherman and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve the minutes of March 24, 2026. The motion passed unanimously (4-0).

FIRST CLOSED SESSION

Commissioner Leatherman, seconded by Commissioner Wagner, moved to convene in first closed session at 8:02 a.m. The motion passed unanimously (4-0).

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

- Status update and legal advice from County Attorney on County-Involved legal matter.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Leatherman, moved to reconvene in open session at 8:35 a.m. The motion passed unanimously (4-0).

RECESS

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner commented on the Easter Holiday. He attended the kickoff for the Terminal Expansion at the Hagerstown Regional Airport, he thanked staff for their hard work on the project at the airport.

Commissioner Leatherman attended the opening day of the Washington County Girls Softball League at Kemps Mill Park. He attended the 2026 Telecommunications Banquet, and he shared the story of the 911 calls during the severe storms of April 19, 2025.

Commissioner Cline attended the kickoff for the Terminal Expansion at the Hagerstown Regional Airport. He attended the Washington County Telecommunications luncheon, and he shared information on their calls and the call response times. He attended the 2026 Telecommunications banquet and shared information on the awards. He recognized John Kline for receiving the Legacy Award for over twenty years of service, the group of twenty employees who received the Team Award, Amanda Wagner for receiving the Dispatcher of the Year award and Alan Crawford for being recognized as Supervisor of the Year. Commissioner Cline congratulated all of the 911 employees and

thanked them for their service to the County. He attended the opening day of the Washington County Girls Softball League. Commissioner Cline attended the Harassment Training for the employees at the Public Safety Training Center. He attended the grand opening of C&O Coffee Collective in Clear Spring.

Commissioner Barr shared that the Legislative Session's Sine Die occurred yesterday. He thanked the Delegation for their service during the session. Commissioner Barr attended the Maryland Symphony Orchestra Pop Concert at the Maryland Theatre. He congratulated Composer John Williams. Commissioner Barr attended the Hagerstown Community College Scholarship Fundraiser Tribute for the Nursing Program. He recognized Wells and Karen Ridenour for their continued support of the Hagerstown Community College programs. Commissioner Barr attended the kickoff of the Terminal Expansion at the Hagerstown Regional Airport, and he thanked Neil Doran and his staff.

STAFF COMMENTS

Michelle Gordon, County Administrator recognized Telecommunicators Week and thanked the 911 Personnel for all that they do and for being the calm voice during an emergency call. She attended the Terminal Expansion at Hagerstown Regional Airport.

Michelle Gordon, County Administrator, read the County's statement regarding the proposed I.C.E. Processing Facility in the County. She shared information received from the County's meeting with DHS officials on March 16, 2026, regarding the proposed I.C.E. Processing Facility in the County. Ms. Gordon shared that there was not a quorum of County Commissioners at the meeting. She shared information on a water and sewer updates and infrastructure needs. Ms. Gordon shared information on letters that were sent to the Washington County Historical District Commission regarding the proposed I.C.E. facility. She shared that the Board of County Commissioners were not invited to roundtable discussion held by Congresswoman April McClain Delaney in Hagerstown on March 23, 2026, and they were not in attendance.

2. HUMANE SOCIETY OF WASHINGTON COUNTY: 2025 HIGHLIGHTS

Colin Berry, Executive Director, Humane Society of Washington County provided for informational purposes an update on the Humane Society of Washington County. She shared a PowerPoint presentation.

1. PROCLAMATION FOR SEXUAL ASSAULT AWARENESS MONTH

Renee Caldera, Director of Community Services, CASA, Inc.; Karon Moore, Casa. Inc.; and Jenn McNeil, Manager, Forensic Nurse Program, Meritus, shared information on sexual assault awareness. The Board of County Commissioners presented a Proclamation to the group in recognition of Sexual Assault Awareness Month.

3. PUBLIC SAFETY TELECOMMUNICATORS WEEK PROCLAMATION

Alan Matheny, Director, Emergency Management; Kelly Fisher, and Alan Crawford shared information on the 911 telecommunicators and recognized the award winners. The Board of County Commissioners presented a Proclamation to the group in recognition of Public Safety Telecommunicators Week.

Commissioner Cline left the meeting at 9:48 a.m.

4. FY2027 TRANSIT BUDGET

Shawn Harbaugh, Director, Transit; and Andrew Eshleman, Director, Public Works, presented for informational purposes the proposed FY2027 Transit Budget. They provided a brief update on the expansion of the facilities. There are corrections needed to the amounts on the Agenda Report Form that will need to be clarified with the Budget and Finance Department.

Michelle Gordon, County Administrator shared that the majority of the funding is derived from the Federal Transit Administration and the Maryland Transit Administration, of the \$4,084,430.00 (this amount has been corrected from the Agenda Report Form), approximately \$880,000.00 is expected to be transferred from the General Fund.

Mr. Eshleman shared a brief update on the expansion of the facilities and the grant process for the facility renovations.

5. FY2027 GENERAL FUND BUDGET – PROPOSED – DRAFT 3

Kelcee Mace, Chief Financial Officer; and Kim Edlund, Director, Budget and Finance, presented for informational purposes the proposed FY2027 General Fund Budget – Draft 3. A consensus was requested to prepare the documents for the Budget Hearing.

The Commissioners reached a unanimous consensus (3-0) to prepare the documents for the public hearing.

6. BUDGET TRANSFER FOR THE SOLID WASTE VEHICLE/EQUIPMENT REPLACEMENT

David A. Mason, Deputy Director, Solid Waste, presented the request for a motion to approve the Budget Adjustment for the Solid Waste Vehicle/Equipment Replacement CIP Project. The Department of Solid Waste sold several items on GovDeals. This adjustment moves the revenues from these sales to the fund's Vehicle/Equipment Replacement CIP Project for future purchases. The items sold include a roller for \$1,475.00, crane truck for \$12,834.00, Mack dump truck for \$14,400.00, and John Deere Zero Turn Mower for \$575.00. The total amount of the budget adjustment is \$29,284.00

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the budget adjustment in the amount of \$29,284.00 as presented. The motion passed unanimously (3-0).

7. WCDC DAY REPORTING CENTER – APPROVAL TO SUBMIT APPLICATION AND ACCEPT FUNDING AS AWARDED

Meghan Willis, Program Director, Washington County Detention Center; and Carsten Ahrens, Senior Grant Manager, Grant Management, presented the request for a motion to approve submission of application and accept funding as awarded for the Day Reporting Center. The Washington County Sheriff's Office (WCSO) Day Reporting Center (DRC) seeks authorization to apply for federal funding through the Bureau of Justice Assistance to enhance services for veterans who are at risk of involvement with the criminal justice system due to untreated behavioral health needs, including PTSD, substance use, and other service-related challenges. Funding would primarily support and enhance services within the District 11 Veterans Treatment Court. The Office of Grant Management has reviewed the grant funding guidelines and grant application. This grant has a four-year performance period, to begin on October 1, 2026, and end on September 30, 2030, and will provide \$1,000,000.00 to fund veteran support and assistance through the Day Reporting Center, within Washington County.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the submission of application and accept funding as awarded for the Day Reporting Center through the Bureau of Justice Assistance as presented. The motion passed unanimously (3-0).

8. MARYLAND SEX OFFENDER REGISTRY – APPROVAL TO SUBMIT APPLICATION AND ACCEPT FUNDING AS AWARDED

Lt. Daniel Monn, Washington County Sheriff's Office; and Carsten Ahrens, Senior Grant Manager, Grant Management, presented the request for a motion to approve submission of application and accept funding as awarded for Maryland Sex Offender Registry enforcement. The Governor's Office of Crime and Prevention and Policy anticipates the awarding of \$34,188.00 to the Washington County Sheriff's Office to ensure compliance with Maryland law by persons who are required to register or re-register with the Maryland Sex Offender Registry.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the submission of application and accept funding as awarded for Maryland Sex Offender Registry enforcement grant as presented. The motion passed unanimously (3-0).

9. CONTRACT RENEWAL (PUR-1544) – TRASH REMOVAL SERVICES AT COUNTY FACILITIES

Carin Bakner, Buyer, Procurement; and Danny Hixon, Deputy Director, Buildings, Grounds and Facilities, presented the request for a motion to renew the contract for Trash Removal Services at County Facilities with Republic Services of Hagerstown, MD, per the rates included in its letter dated March 24, 2026. Republic Services is requesting a 4.4% increase above the current rates for work performed for the subject services. This increase is based on Consumer Price Index for Water, Sewer and Trash.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to renew the contract for Trash Removal Services at County Facilities with Republic Services as presented. The motion passed unanimously (3-0).

10. BID AWARD (PUR-1802) GRINDER PUMPS FOR THE DEPARTMENT OF WATER QUALITY (DWQ)

Carin Bakner, Buyer, Procurement; and David Mason, Interim Director, Environmental Management, presented the request for a motion to award the procurement of sixty-eight (68) Liberty grinder pumps and thirty-eight (38) Liberty control panels to the responsive, responsible bidder, Aquaflow Pump & Supply Company of Hagerstown, MD, for a total sum bid price of \$113,638.00.

Commissioner Leatherman, seconded by Commissioner Wagner, moved to award the procurement of sixty-eight (68) Liberty grinder pumps and thirty-eight (38) Liberty control panels to Aquaflow Pump & Supply Company as presented. The motion passed unanimously (3-0).

11. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0225) – POLICE VEHICLE EQUIPMENT FOR THE WASHINGTON COUNTY SHERIFF'S OFFICE

Carin Bakner, Buyer, Procurement; and Captain James Grimm, Washington County Sheriff's Office; and Major Joel Footon, presented the request for a motion to authorize by Resolution for the Washington County Sheriff's Department to purchase Police Vehicle Equipment for the upfitting of eleven (11) 2025 Chevrolet Tahoes, to the responsible, responsive bidder, Front Line Mobile Tech, of Jessup, MD at the total price of \$120,323.50 at the discounted unit prices awarded to Howard County, Maryland, contract no. 4400005214, through a competitively bid process.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to authorize by Resolution for the Washington County Sheriff's Department to purchase Police Vehicle Equipment for the upfitting of eleven (11) 2025 Chevrolet Tahoes from Front Line Mobile Tech as presented. The motion passed unanimously (3-0).

12. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0228) – PERSONAL PROTECTIVE EQUIPMENT FOR SHERIFF'S DEPARTMENT AND CITY OF HAGERSTOWN POLICE DEPARTMENT

Brandi Kentner, Director, Procurement; Major Joel Footen, Washington County Sheriff's Office; and Captain James Grimm, Washington Sheriff's Office, presented the request for a motion to authorize by Resolution, for the approval of the purchase of 29 sets of Personal Protective Equipment (PPE) for the Washington County Sheriff's Department and 23 sets of Personal Protective Equipment (PPE) for the City of Hagerstown Police Department from Safeware of Lanham, MD for a total price of \$118,639.30 at the contracted unit prices awarded to Fairfax County, Virginia, via Omnia Partners through a competitively bid process; contract #440008468. The State of Maryland issued (BPO#001B5600065), to facilitate tracking and to enforce contract compliance under Maryland regulations.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to authorize by Resolution, for the approval of the purchase of 29 sets of Personal Protective Equipment (PPE) for the Washington County Sheriff's Department and 23 sets of Personal Protective Equipment (PPE) for the City of Hagerstown Police Department from Safeware as presented. The motion passed unanimously (3-0).

Michelle Gordon, County Administrator, shared that Agenda items number 13 – 15 will need to be moved to a future meeting as Commissioner Jeffrey A. Cline, had to leave the meeting for a personal emergency. Per the Code of Local Public Laws, the Sole Source procurements require approval of 4 out of 5 Commissioners.

13. SOLE SOURCE PROCUREMENT AWARD (PUR-1812) FOR WESTERN MARYLAND CONSORTIUM DISCONNECTED YOUTH SERVICES IN WASHINGTON COUNTY, MARYLAND

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

14. SOLE SOURCE PROCUREMENT AWARD (PUR-1813) SCHOOL BASED HEALTH CENTERS

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

15. SOLE SOURCE PROCUREMENT AWARD (PUR-1814) SCHOOL-BASED MENTAL HEALTH PROGRAM IN WASHINGTON COUNTY, MARYLAND

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

16. TRANSPORTATION PRIORITIES LETTER

Scott Hobbs, Director, Engineering, presented the request for a consensus to submit the Transportations Priorities Letter as drafted. Transportation priority letters are submitted in the spring and identify priorities for consideration in the State's Consolidated Transportation Program. Priorities in the letter have remained consistent throughout the last several years with the Interstate 81 widening project as the County's number one transportation priority.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to submit the Transportation Priorities Letter as drafted. The motion passed unanimously (3-0).

SECOND CLOSED SESSION

Commissioner Leatherman, seconded by Commissioner Wagner, moved to convene in second closed session at 10:22 a.m. The motion passed unanimously (3-0). Commissioner Jeffrey A. Cline was absent.

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 (1). Personnel matters are confidential and not appropriate for open session discussion.

- Appointment to County Volunteer Board.
- Discussion re EMS volunteers.

Discussion of public security (10). Public discussion would constitute risk to public safety.

- Public Safety Assessment Review.

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

- Discussion re agreement negotiation.
- Update from County Attorney on County-Involved legal matter.

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

- Appointments to the Washington County Gaming Commission;
- Discussion regarding EMS Volunteers;
- Discussion regarding Public Safety review;
- Discussion regarding a grant agreement;
- 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, Randal A. Leatherman 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; Roger Schlossberg, Esquire; Maria Kramer, Director, Grant Management; Andrew Eshleman, Director, Public Works; Todd Moser, Real Property Administrator, Engineering; Alan Matheny, Director, Emergency Management; Jason Malloy, Operations Domain Leader; R. David Hays, Director, Division of Emergency Services; David Chisholm, Deputy Director, Division of Emergency Services and Oley Griffith, Volunteer Coordinator, Emergency Services.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Leatherman, moved to reconvene in open session at 12:00 p.m. The motion passed unanimously (3-0).

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Leatherman, moved to adjourn at 12:00 p.m. The motion passed unanimously (3-0).



Dawn L. Marcus, County Clerk