



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

May 12, 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 9:00 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Randal A. Leatherman, Commissioner Neil C. Parrott and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the minutes of April 28, 2026. The motion passed unanimously (5-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner attended the graduation of Trooper Class 160 for Maryland State Police and Law Enforcement. Commissioner Wagner shared that there were twenty six (26) total graduates and that his grandson was the speaker at the event and a graduate as well.

Commissioner Leatherman attended the Boonsboro Future Farmers of America Chapter banquet. He commented on the level of discipline of the young members, and he thanked the faculty of Boonsboro High School for leading the program.

Commissioner Parrott thanked all who attended the Budget Presentation. He recognized the mothers of Washington County for the recent Mother's Day Holiday. Commissioner Parrott wished Commissioner Leatherman a Happy Birthday. He commented on a book "DeTaxify Your Life: by local author Bev Stitely.

Commissioner Cline thanked all who attended the Budget Presentation. He attended the local Police Academy Graduation on behalf of the Commissioners. Commissioner Cline visited Marty Snook Park and thanked those who donated their time to raise the Veteran's statues and memorials. He attended the Correctional Officers recognition luncheon. He wished Commissioner Leatherman a Happy Birthday. Commissioner Cline attended the Boonsboro Future Farmers of America and shared information on the group. He attended the 30th Anniversary of Nutters Ice Cream.

Commissioner Barr wished Commissioner Leatherman a Happy Birthday. He attended the 30th Anniversary of Nutters Ice Cream. He reminded all that it is Prom Season and as we are coming up on the end of the school year to be careful with the students driving out on the roadways. Commissioner Barr attended the ABATE kickoff to motorcycle season with Commissioners Cline and Leatherman.

STAFF COMMENTS

Michelle Gordon, County Administrator attended a tour of the Airport Traffic Control Tower with our local dignitaries. She attended the Land Use Council Meeting.

Ms. Gordon requested a consensus for a letter of support for the Washington County Sheriff's Department grant funding request through the Maryland Criminal Intelligence Network. If received the funding would be utilized to purchase drones and small unmanned aircraft systems.

The Commissioners reached a unanimous consensus (5-0) in support of the letter to the Washington County Sheriff's Office for the Maryland Criminal Intelligence Network grant.

Michelle Gordon, County Administrator, had an Administrative change, next week's Board of County Commissioners Meeting scheduled for next week has been canceled. The next regular Board of County Commissioners meeting will be held on June 9, 2026

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 regarding the proposed I.C.E. Processing Facility in the County. Ms. Gordon shared information regarding a press release that will be sent out later today.

1. DRUG TREATMENT COURT MONTH (MAY 2026)

The Board of County Commissioners presented a proclamation to Jennifer Bricker, Drug Court Coordinator; Circuit Court for Washington County, Richelle Scrugham, Case Manager, Circuit Court for Washington County, Greg Barton, Maryland Judiciary; and Mark Singer, Circuit Court Administrator, Circuit Court for Washington County for Drug Treatment Court Month.

2. JUROR APPRECIATION MONTH PROCLAMATION

The Board of County Commissioners of Washington County presented a proclamation to Mark Singer, Circuit Court Administrator, Kevin Tucker, Clerk of the Circuit Court; and Kristy Burgan, Jury Clerk, Circuit Court for Washington County, Maryland, in recognition of Juror Appreciation Month.

3. FY2027 OPERATING AND CAPITAL BUDGETS

Kelcee Mace, Chief Operating Officer; and Kimberly Edlund, Director, Budget and Finance, presented the request to approve the proposed FY2027 Operating and Capital Budgets as presented or provide further instruction on the budget. The total budget is unchanged from what was presented at the budget presentation. In the General Fund, the Board of Education Appropriation was adjusted to match the Board of Education's approved budget. The amount held in the general operations budget line for the wage scale decompression was allocated out to the proper departments and all other budgets remain unchanged. The General Fund total is \$355,751,800.00; the Capital Fund budget is \$103,531,000.00; Other funds budget is \$76,953,560.00 and the total FY2027 budget is \$536,236,360.00.

Commissioner Parrott proposed an amendment to the budget to decrease the assessed value from taxes from .928 to .920 and to cut spending by .5% of the operating part of the budget that does not include the Board of Education.

Commissioner Cline, seconded by Commissioner Wagner, moved to adopt the proposed FY2027 Operating and Capital Budgets as presented. The motion passed (4-1). Commissioner Parrott was opposed.

Commissioner Cline commented on the need to have tax assessments adjusted at the state level.

4. FY27 APPALACHIAN REGIONAL COMMISSION (ARC) PRELIMINARY PROJECT DESCRIPTIONS

Maria Kramer, Director, Grant Management, presented the request for a motion to accept the Preliminary Project Descriptions as prioritized by this Board and forward the ranking to Tri-County Council of Western Maryland for funding consideration. As part of the annual ARC funding program, Tri-County Council for Western Maryland, the local administrator of these federal funds, requests the County review and prioritize projects submitted for grant funding consideration. Funding requests for Washington County's Area Development Projects include six proposed projects totaling \$895,000.00 in requested funding. The projects are HCC Regional Entrepreneur Growth Initiative, Transmission Lines Upgrade, Seating and Furniture Refresh Project, Dementia Care Workforce Training and Therapeutic Wellness Center, Marsh Run Trail Project and City of Hagerstown Update to Comprehensive Plan. An additional project which was late was requested by the ARC for the workforce development project by the Plumbers and Steamfitters Union. A copy of the request has been placed with the ARF. This is project is requested for \$750,000.00. The request is to approve the initial ranking and to approve to allow the additional project for the Plumbers and Steamfitters Union.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve the FY27 Appalachian Regional Commission Preliminary Project Descriptions as amended as prioritized by this Board and to forward the ranking to the Tri County Council of Western Maryland for funding consideration to include the additional project as presented. The motion passed unanimously (5-0).

5. FY27 HEALTHY FAMILIES HOME VISITING GRANT – APPROVAL TO SUBMIT APPLICATION AND ACCEPT AWARDED FUNDING

Richard Lesh, Grant Manager, Grant Management, presented the request for a motion to approve the submission of the grant application to the Maryland State Department of Education in the amount of \$400,000.00 and to accept funding as awarded. The Washington County Office of Grant Management, on behalf of the Local Management Board, is seeking approval to submit a Fiscal Year 2027 Healthy Families Home Visiting grant application to the Maryland State Department of Education. Funding in the amount of \$6,000.00 will be included in the application for County administrative support. There are no County funds requested for this award.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve submission of the FY 27 Healthy Families Home Visiting Grant and accept awarded funding as presented. The motion passed unanimously (5-0).

6. FY27 SENIOR CITIZEN ACTIVITIES CENTER OPERATING FUND GRANT – APPROVAL ACCEPT AWARDED FUNDING

Richard Lesh, Grant Manager, Grant Management; and Sandy Wood, COO, Washington County Commission on Aging, presented the request for a motion to approve the submission of the FY27 Senior Citizens Activities Center Operating Fund Grant program from the Maryland Department of Aging in the amount of \$32,765.00 and accept the funding as awarded. The funding will be utilized to offset the cost of salaries for the Senior Center staff. The grant performance period is from July 1, 2026, through June 30, 2027, and matching funds are not required.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the submission of the FY27 Senior Citizens Activities Center Operating Fund Grand and accept awarded funding as presented. The motion passed unanimously (5-0).

7. COUNTRY STORE LANE PRECAST CONCRETE BOX CULVERT

Scott Hobbs, Director, Engineering, presented the request for a motion to award the bid for supplying a precast concrete box culvert for the Country Lane Culvert Replacement Project to the lowest responsive, responsible bidder, Gillespie Precast of Chestertown, Maryland in the amount of \$53,080.76. This is a budgeted Capital Improvement Plan project.

Commissioner Wagner, seconded by Commissioner Parrott, moved to approve to award the bid for supplying a precast concrete box culvert to Gillespie Precast as presented. The motion passed unanimously (5-0).

8. LICENSE AGREEMENTS FOR MARTIN LUTHER KING (MLK) CENTER

Todd Moser, Real Property Administrator, Engineering; and Andrew Eshleman, Director, Public Works, presented the request for a motion to approve the proposed license agreements for the MLK Center. Four tenants currently occupy the MLK Center in Hagerstown, and license agreements do not exist for any of the users.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the proposed license agreements for the MLK Center as presented. The motion passed unanimously (5-0).

9. MARYLAND TWO FIFTY “ONCE IN A GENERATION” GRANT

Danielle Weaver, Director, Public Relations and Marketing, presented the request for a motion to approve the acceptance of funding in the amount of \$15,000.00 from the Maryland Two Fifty “Once in a Generation” Grant Program to support Washington County’s 250th commemorative activities. The awarded funds will be used to support various commemorative initiatives that reflect the County’s heritage and community involvement in this milestone celebration.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the acceptance of funding from the Maryland Two Fifty “Once in a Generation” Grant as presented. The motion passed unanimously (5-0).

10. 2026 SENATOR AMOSS FUNDING DISTRIBUTION

R. David Hays, Director, Emergency Services, presented the request for a motion to accept the recommendations of the Director of Emergency Services, authorizing the Division of Emergency Services to make notification of the grant award from the FY 2026 Senator William H. Amoss Fire, Rescue, and Ambulance Fund subsidy as outlined in the attached document. The total fiscal year 2026 funding received by the County is \$369,083.00. The State of Maryland distributes an annual payment to each County for support of local fire and rescue operations. The County in turn makes notification of the funding to the eligible volunteer fire and rescue corporations. Financial accountability and reporting are handled within the Division of Emergency Services and the Division of Budget and Finance, with the County filing a financial report with the State on an annual basis. The allocation list is attached to the agenda report form.

Commissioner Parrott, seconded by Commissioner Cline, moved to approve to accept the 2026 Senator Amoss Funding Distribution and amended the motion to discuss future funding with the Volunteer Fire and Rescue Association. The motion passed unanimously (5-0).

11. ADOPTION OF FINDINGS OF FACT AND DECISION FOR ZONING MAP AMENDMENT RZ-25-010

Zachary J. Kieffer, County Attorney, presented the request for a motion to adopt Written Findings of Fact and Decision for Zoning Map Amendment RZ-25-010. The Board of County Commissioners voted to approve (5-0) the request for a zoning map amendment by David and Jessica Testa from Agricultural Rural A(R) to Agricultural Rural A(R) with a Rural Business Overlay (RB).

Commissioner Parrott, seconded by Commissioner Wagner, moved to approve to adopt Written Findings of Fact and Decision for Zoning Map Amendment RZ-25.010 as presented. The motion passed unanimously (5-0).

12. WASHINGTON COUNTY VETERANS ADVISORY COMMITTEE APPOINTMENTS

Dawn Marcus, County Clerk presented the request for a motion to approve the appointments of Amanda Amegashie, John Mitchell and Jim Weaver to serve a first, full three-year term, from May 1, 2026, through April 30, 2029, as Veteran Representatives on the Veterans Advisory Committee. This is not a paid board.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the appointments of Amanda Amegashie, John Mitchell and Jim Weaver as presented. The motion passed unanimously (5-0).

13. HOUSING AUTHORITY OF WASHINGTON COUNTY APPOINTMENT

Dawn L. Marcus, County Clerk presented the request for a motion to approve the appointment of Joshua Barnhart to serve a first, full five-year term, from May 1, 2026, through April 30, 2031, on the Housing Authority of Washington County. This is not a paid board.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the appointment of Joshua Barnhart as presented. The motion passed unanimously (5-0).

14. HAGERSTOWN/EASTERN PANHANDLE METROPOLITAN PLANNING ORGANIZATION (HEPMPO)

Dawn L. Marcus, County Clerk presented the request for a motion to approve the reappointment of Mayor William C. Green of Williamsport to serve a fifth, two-year term, from May 1, 2026, through April 30, 2028, as the Washington County Municipalities Representative on the Hagerstown/Eastern Panhandle Metropolitan Planning Organization. This is not a paid board.

Commissioner Parrott, seconded by Commissioner Cline, moved to approve the reappointment of Mayor William C. Green as presented. The motion passed unanimously (5-0).

15. WASHINGTON COUNTY AGRICULTURAL EDUCATION CENTER ADVISORY BOARD APPOINTMENTS AND REAPPOINTMENTS

Dawn L. Marcus, County Clerk presented the request for a motion to approve the appointments of Dale Price to serve a first, full three-year term, from May 1, 2026, through April 30, 2029, on the Washington County Agricultural Education Center Board. This is not a paid board.

Commissioner Cline, seconded by Commissioner Parrott, moved to approve the appointment of Dale Price as presented. The motion passed unanimously (5-0).

Move to accept the recommendation to reappoint Darren Olden to serve a third, three-year term from November 1, 2023, through October 31, 2026, on the Washington County Agricultural Education Center Advisory Board.

Commissioner Cline, seconded by Commissioner Leatherman moved to approve the reappointment of Darren Olden as presented. The motion passed unanimously (5-0).

Move to accept the recommendation to reappoint Jay Miller to serve a third, three-year term from May 1, 2024, through April 30, 2027, on the Washington County Agricultural Education Center Advisory Board.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve the reappointment of Jay Miller as presented. The motion passed unanimously (5-0).

Move to accept the recommendation to reappoint David Moore to serve a third, three-year term from August 1, 2024, through July 31, 2027, on the Washington County Agricultural Education Center Advisory Board.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve the reappointment of David Moore as presented. The motion passed unanimously (5-0).

Move to accept the recommendation to reappoint Joseph Layos to serve a third, three-year term from November 1, 2024, through October 31, 2027, on the Washington County Agricultural Education Center Advisory Board.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve the reappointment of Joseph Layos as presented. The motion passed unanimously (5-0).

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Leatherman, moved to convene in closed session at 10:08 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 and not appropriate for open session discussion.

- Discussion of assignment of staff within division of County government.
- Assignment of emergency personnel staff within County government.
- Discussion pertaining to appointment to Diversity and Inclusion Committee
- Discussion pertaining to County staff compensation.

To consider the acquisition of real property for a public purpose and matters directly related thereto.

(3) Open session discussion would disadvantage County bargaining power.

- Discussion about acquiring easement interest.
- Discussion about purchase of real property.
- Discussion about purchase of real property.

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand or remain in the State. (4) Open session discussion would divulge proprietary commercial information.

- Update from Business Development on efforts to attract business to locate in Washington County.

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 matter.
- Legal advice pertaining to contract interpretation.
- Legal advice from outside counsel.

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

- For boards and commissions appointments to the Washington County Diversity and Inclusion Committee;
- Received an update from Business Development regarding efforts to attract businesses to locate in Washington County;
- Staffing assignments within a division of County Government;
- Assignment of Emergency Personnel Staff within County Government;
- Discussion regarding acquiring easement interest;
- Discussion regarding purchase of real property;
- Received legal advice regarding County policy interpretation;
- Received legal advice regarding a contract matter;
- Received legal advice and updates on pending litigation matters for which the County is a party.
- Received legal advice from outside council.

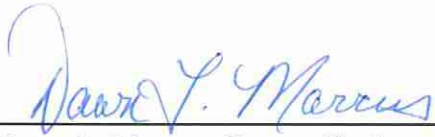
Present during closed session at various times were Commissioners John F. Barr, Jeffrey A. Cline, Randal A. Leatherman, Neil C. Parrott and Randall E. Wagner; Dawn L. Marcus, County Clerk and Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Victor Scarpelli, Assistant County Attorney; Jonathan Horowitz, Director, Business and Economic Development; Machel Dwyer, Business Leader, Business and Economic Development; David Mason, Interim Director, Environmental Management; Alexander Reed, Deputy Director, Environmental Programs, Environmental Management; Andrew Eshleman, Director, Public Works; Neil Doran, Director, Hagerstown Regional Airport; Todd Moser, Real Property Administrator, Engineering; Scott Hobbs, Director, Engineering; R. David Hays, Director, Emergency Services; David Chisholm, Deputy Director, Emergency Services; Eric Jacobs, Assistant Director, Emergency Services; Oley Griffith, Volunteer Coordinator, Emergency Services; Chip Rose, Director Human Resources; and Al Frederick, Esquire.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Parrott, moved to reconvene in open session at 3:46 p.m. The motion passed unanimously (5-0).

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Parrott, moved to adjourn at 3:46 p.m. The motion passed unanimously (5-0).



Dawn L. Marcus, *County Clerk*