



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

June 30, 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, Commissioner Neil C. Parrott and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the minutes of May 12, 2026. The motion passed unanimously (5-0).

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve the Special Meeting minutes of May 21, 2026. The motion passed unanimously (5-0).

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve the amended minutes of August 26, 2025. The motion passed unanimously (4-0-1). Commissioner Parrott abstained.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner wished everyone a happy and fun filled July fourth holiday. He congratulated Commissioner Barr, Commissioner Cline and Commissioner Leatherman for being elected in the Primary Election.

Commissioner Leatherman attended the 25 Year Anniversary celebration of Chick Filet. He attended the Potomac Valley Fire Company 60 Year Anniversary celebration. Commissioner Leatherman shared that June 16th was Elder Abuse Day. He recognized Jack Myers on celebrating his 103rd birthday. On June 27th Antietam Radio Association in cooperation with the Department of Emergency Services operated at the Leitersburg Ruritan facility providing a communication service when all else fails. He recognized Annie Palmer for more than 40 years of service as a teacher for the Washington County Board of Education.

Commissioner Parrott attended the 25 Year Anniversary celebration of Chick Filet. He thanked the 7-Eleven for rebuilding their store after their fire on the Dual Highway. Commissioner Parrott commented on his past celebrations for the Declaration of Independence. He shared information on the County's 250th event at the Ag Center.

Commissioner Cline attended Jack Myers' 103rd birthday celebration. He attended the Potomac Valley Fire Company 60 Year Anniversary celebration. Commissioner Cline thanked the Election Board, their volunteers and Election Judges that worked throughout the County for the Primary Election process. He congratulated the candidates who will be moving forward in the Election. Commissioner Cline

attended the Lifesavers Awards. He recognize Bridget Heller for her achievements as a Department of Emergency Services Star Trainer.

Commissioner Barr attended Jack Myers 103rd Birthday celebration. He attended the Dargan/ Potomac Valley/Sharpsburg 60 Year Anniversary celebration. Commissioner Barr attended the Maryland Association of Counties meeting and looks forward to the upcoming legislative session.

STAFF COMMENTS

Michelle Gordon, County Administrator noted a schedule change that item No. 30. FY27 RURAL HEALTH TRANSFORMATION PROGRAM (RHTP) GRANT APPLICATION will be removed from today's agenda and may be brought back at a later date.

Michelle Gordon, County Administrator, attended a Bisnow Economic seminar in Frederick County. She attended two Maryland Theatre Board meetings. Ms. Gordon attended the Flag Day ceremony at the Public Safety Training Center. She thanked staff in the Public Relations Department and our Division of Emergency Services for coordinating the event along with the Cadets who attended and performed in the ceremony. Ms. Gordon shared information on the County's upcoming 250th Anniversary celebration on July 4th at the Washington County Ag Center. She shared information on hydration resources for heat safety.

Michelle Gordon, County Administrator, recited the findings of OMA opinion 20-207 dated June 22, 2026.

1. PROCLAMATION FOR THE 85TH ANNIVERSARY OF THE BOYS AND GIRLS CLUB OF WASHINGTON COUNTY

Washington County Board of County Commissioners presented a proclamation to Marquiela Gantt, Director of Operations and youth members of the Boys and Girls Club of Washington County for the 85th Anniversary of the Boys and Girls Club.

2. CREEK CLEANUP PROJECT CERTIFICATE OF RECOGNITION

Alex Reed, Deputy Director of Environmental Programs, Environmental Management, presented a Certificate of Recognition to the volunteers of the Creek Cleanup Project to commend their personal efforts, their labor, community leadership, and commitment to a cleaner local environment.

3. POST LEGISLATIVE REVIEW SESSION

Bruce Bereano, Lobbyist, Washington County, presented an update on the post legislative session. He thanked the Commissioners for the opportunity to be the lobbyist for Washington County. The 90-day legislative session has adjourned. He works very closely with the Washington County Senators and Delegates. Mr. Bereano attended all of the Washington County Delegation meetings in person. He shared information on multiple bills reviewed on the MACo Legislative 90-day Report. He commented on the Energy Bill dealing with DATA centers. Mr. Bereano shared the possibility of a special legislative session regarding redistricting in July.

4. WASHINGTON COUNTY EMERGENCY OPERATIONS PLAN

Alan Matheny, Director, Emergency Management and Communications; and Brian Lowman, Emergency Management Planner, Emergency Management and Communications, presented the request for a motion to approve the updated Emergency Operations Plan (EOP). The EOP is designed to provide a structured approach for Washington County to effectively respond to emergencies and

disasters. The EOP outlines specific procedures and protocols that guide the County's emergency management efforts, fostering a proactive culture of preparedness and resilience.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to adopt the Washington County Emergency Operations Plan as presented. The motion passed unanimously (5-0).

RECESS

5. PUBLIC HEARING – AGRICULTURAL PRESERVATION EASEMENT RANKINGS FY2027

President Barr convened a Public Hearing at 9:45 a.m. to obtain public comment for the Agricultural Preservation Easement Rankings.

Chris Boggs, Rural Preservation Administrator, Planning and Zoning, presented the request for a motion to approve a Priority Ranking of MALPF easement applications and to forward the top 16 applications to MALPF. Following review and consideration of public comment from this public hearing, Commissioners are requested to approve the top 16 applications to be forwarded to the MALPF Board based on the ranking formula. Easements are purchased in order from the priority list until funds are exhausted. The Agricultural Land Preservation Advisory Board has approved the rankings of these applications and the limit of 16 applications being forwarded to MALPF. He provided a confidential handout with the approved priority rankings to the Commissioners. There are 17,503 acres in the MALPF program and 43,645 acres total in preservation.

The Public Hearing was opened for those pre-registered for public comment:

1. Shaun Porter - Present, had no comments.
2. Levi Trumbull – Not present.

The Public Hearing was opened for Commissioner questions.

The Public Hearing was closed at 9:55 a.m.

The Public Hearing was opened for Commissioner comments.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the Priority Rankings of MALPF easements as presented. The motion passed unanimously (5-0).
Commissioner Barr executed a letter approving the rankings.

RECESS

6. PUBLIC HEARING TO CONSIDER PROPOSED ORDINANCE REGARDING DEFERRAL OF DATA CENTER DEVELOPMENT

President Barr convened a Public Hearing at 10:00 a.m. to obtain public comment for the proposed Ordinance regarding Deferral of Data Center Development.

Zachary Kieffer, County Attorney, presented the request for a motion to approve an Ordinance deferring the acceptance, processing, reviewing, and approval of applications for Data Centers for a period of six (6) months. Data Centers are not adequately addressed by the County's local laws, including but not limited to the Washington County Zoning Ordinance.

The Public Hearing was opened for public comment:

1. David Williams
2. Sandra Fales
3. Shaun Porter
4. Tom Thorsen
5. Taj Smith – Withdrew request
6. Kathleen Thompson
7. Altimont Wilks – Not present.
8. Jennifer Creter
9. Levi Trumbull – Not present.
10. Brandon Thompson
11. Seth Funk – Not present.
12. Matthew Penrod

The Public Hearing was opened for Commissioner questions.

The Public Hearing was closed at 10:35 a.m.

The Public Hearing was opened for Commissioner comments.

Commissioner Wagner, seconded by Commissioner Cline, moved to amend the timeframe of the Ordinance to change the moratorium to 12 months. The motion passed (4-1) Commissioner Parrott Opposed.

CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH

Commissioner Wagner, seconded by Commissioner Cline, moved to convene as the Board of Health at 10:43 a.m. The motion passed unanimously (5-0).

7. SOR IV (STATE OPIOID RESPONSE) ADOLESCENT CLUBHOUSE PROGRAM

Earl Stoner, Health Officer, Washington County Health Department, presented the request for a motion the Health Department is recommending that the Board of Health award option year three (3) of the four (4) year one (1)-year consecutive renewal of RFP 2024-04 Adolescent Clubhouse to Horizon Goodwill Industries of Washington County in the amount of \$252,900.00 for the contract period of July 1, 2026, through June 30, 2027.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve that the Board of Health award option year three (3) of the four (4) year one (1)-year consecutive renewal of RFP 2024-04 Adolescent Clubhouse to Horizon Goodwill Industries as presented. The motion passed unanimously (5-0).

8. COSSUP/LEAD SERVICES – POTOMAC CASE MANAGEMENT SERVICES, INC./PCS

Earl Stoner, Health Officer, Washington County Health Department, presented the request for a motion the Health Department is recommending that the Board of Health approve the contract amendment (#3) in the amount of \$10,446.00 to Potomac Case Management Service, Inc./Potomac Community Services of Washington County bringing the new total to the contract to \$230,002.00 for funding legislated for the COSSUP/LEAD – Let Everyone Advance with Dignity Grant, awarded September 5, 2024, from the Governor’s Office of Crime Control and Prevention for the contract period of July 1, 2024, through September 30, 2026.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve that the Board of Health approve the contract amendment (#3) in the amount of \$10,446.00 to Potomac Case Management Service, Inc./Potomac Community Services as presented. The motion passed unanimously (5-0).

RECONVENE AS BOARD OF COUNTY COMMISSIONERS, WAHSINGTON COUNTY

Commissioner Wagner, seconded by Commissioner Leatherman, moved to reconvene as the Board of County Commissioners, Washington County, Maryland at 10:47 a.m. The motion passed unanimously (5-0).

9. RENEWAL/EXTENSION – SOLE SOURCE PROCUREMENT AWARD (PUR-1654) – MUNIS SOFTWARE (UTILITY BILLING) SUPPORT

Brandi Kentner, Director, Purchasing; and Angie Poffenberger, Deputy Director, Software Support and Training, Budget and Finance, presented the request for a motion to authorize, for a renewal/extension for a Sole Source Procurement of software licensing and support fees from Tyler Technologies of Dallas, TX, for use by the Office of Budget & Finance, Treasurer's Office, and other county departments in the amount of \$249,740.70 for the period of July 1, 2026, through June 30, 2027. Funding is available in the software account.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to authorize, for a renewal/extension for a Sole Source Procurement of software licensing and support fees from Tyler Technologies as presented. The motion passed unanimously (5-0).

10. CONTRACT AWARD (PUR-1820) TAXIWAY H REHABILITATION AT HAGERSTOWN REGIONAL AIRPORT

Brandi Kentner, Director, Procurement; Andrew Eshleman, Director, Public Works; and Neil Doran, Director, Hagerstown Regional Airport, presented the request for a motion to:

Motion 1: Award the contract for Taxiway H Rehabilitation at Hagerstown Regional Airport to the responsive, responsible firm C. William Hetzer, Inc., of Hagerstown, MD, with the lowest total bid amount of \$915,795.00. This will be contingent upon a successful Federal Aviation Administration (FAA) and Maryland Aviation Administration (MAA) grant application and award. Funding for this project is identified in the County's Capital Improvement Plan.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the contract for Taxiway H Rehabilitation at Hagerstown Regional Airport to C. William Hetzer, Inc., as presented. The motion passed unanimously (5-0).

Motion 2: Move to empower the President of the Board of County Commissioner to sign FAA/MAA grant applications and for County staff to submit such applications.

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve to empower the President of the Board of County Commissioner to sign FAA/MAA grant applications and for County staff to submit such applications as presented. The motion passed unanimously (5-0).

Motion 3: Move to empower the President of the Board of County Commissioners to sign ADCI Task Order and for Staff to subsequently issue purchase orders and complete related paperwork for this project.

Commissioner Leatherman, seconded by Commissioner Cline, moved to approve o empower the President of the Board of County Commissioners to sign ADCI Task Order and for Staff to subsequently issue purchase orders and complete related paperwork for this project as presented. The motion passed unanimously (5-0).

11. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0330) – ONE (1) PIERCE ENFORCER WALK-IN RESCUE FIRE TRUCK FOR THE DIVISION OF EMERGENCY SERVICES

Brandi Kentner, Director, Procurement; and Eric Jacobs, Deputy Director, Emergency Services, presented the request for a motion to authorize by Resolution for the purchase of One (1) Pierce Enforcer Walk-In Rescue Fire Truck to Atlantic Emergency Solutions, of Manassas, VA., for the total sum of \$1,450,372.00 and to utilize another jurisdiction's contract (F12-23) that was awarded by Houston-Galveston Area Council to Atlantic Emergency Solutions. Funding for this purchase is available in the department's Capital Improvement Program account.

Michelle Gordon, County Administrator, stated that this item and the next item are budgeted for in FY27 and will be submitted on July 1, 2026.

Commissioner Leatherman, seconded by Commissioner Cline, moved to approve to authorize by Resolution for the purchase of One (1) Pierce Enforcer Walk-In Rescue Fire Truck to Atlantic Emergency Solutions as presented. The motion passed unanimously (5-0).

12. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0333) – TWO (2) WHEELED COACH 1170 AMBULANCE ON A FORD F550 4X4 CHASSIS FOR THE DIVISION OF EMERGENCY SERVICES

Brandi Kentner, Director, Procurement; and Eric Jacobs, Deputy Director, Emergency Services, presented the request for a motion to authorize by Resolution for the purchase of two (2) Wheeled Coach 1170 Ambulance on a Ford F550 4x4 chassis to Atlantic Emergency Solutions, of Manassas, VA., for the total sum of \$805,741.00 and to utilize another jurisdiction's contract (122123-RVG) that was awarded by Sourcewell.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve to authorize by Resolution for the purchase of two (2) Wheeled Coach 1170 Ambulance on a Ford F550 4x4 chassis to Atlantic Emergency Solutions as presented. The motion passed unanimously (5-0).

13. SOLE SOURCE PROCUREMENT (PUR-1830) TWO (2) LIFEPAK35 MONITOR/DEFIBRILLATOR

Brandi Kentner, Director, Procurement; Dave Hays, Director, Emergency Services; and David Chisholm, Assistant Director, Emergency Services, presented the request for a motion to authorize the Division of Emergency Services to purchase two (2) LifePak35 monitor/defibrillators from Stryker Sales, LLC of Chicago, IL., for the total amount of \$124,990.00. These two (2) LifePak 35 monitor/defibrillators will be placed on the two (2) new ambulances being requested at the June 30, 2026, Washington County Board of County Commissioners meeting. Funding for this purchase is available in the department's Capital Improvement Program accounts.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to authorize the Division of Emergency Services to purchase two (2) LifePak35 monitor/defibrillators from Stryker Sales, LLC as presented. The motion passed unanimously (5-0).

14. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0334) THIRTY (30) NEW MOTOROLA APX8500 MOBILE RADIOS FOR THE WASHINGTON COUNTY SHERIFF'S DEPARTMENT

Brandi Kentner, Director, Procurement; and Josh O'Neal, Chief Technical Officer, Information Technology, presented the request for a motion to authorize by Resolution for the Washington County Sheriff's Department to purchase thirty (30) New Motorola APX8500 mobile radios. The radios will be purchased from Motorola Solutions of Linthicum Heights, MD, for a total proposal price of \$220,885.20 and to utilize another jurisdiction's contract (36331/#21-069) that was awarded by the Metropolitan Washington Council of Governments to Motorola Solutions. Funds are available in Capital Improvement Plan.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to authorize by Resolution for the Washington County Sheriff's Department to purchase thirty (30) New Motorola APX8500 radios from Motorola Solutions as presented. The motion passed unanimously (5-0).

15. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0337) SEVEN (7) JOHN DEERE ZTRACK MOWERS FOR PARKS AND FACILITIES DEPARTMENT

Brandi Kentner, Director, Procurement; and Danny Hixon, Deputy Director, Parks and Facilities, presented the request for a motion to authorize by Resolution, for the Parks and Facilities Department to purchase seven (7) John Deere Model Z950M Ztrak Mowers from Atlantic Tractor of Hagerstown, MD, for a total amount of \$81,218.34, and to utilize another jurisdiction's contract that was awarded by Baltimore County Public Schools (contract NTA-506-003) to John Deere of Cary, NC. The State of Maryland has issued a blanket purchase order (001B5600284) to allow other state agencies, local governments, and higher education institutions to piggy back off this competitively bid contract awarded by Baltimore County Public Schools. Funds are available in the department's Capital Improvement Budget.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to authorize by Resolution, for the Parks and Facilities Department to purchase seven (7) John Deere Model Z950M Ztrak Mowers from Atlantic Tractor as presented. The motion passed unanimously (5-0).

16. EMERGENCY PROCUREMENT (PUR-1829) HOT WATER HEATING SYSTEM AT THE DETENTION CENTER

Brandi Kentner, Director, Procurement; and Terry Hill, Senior Building Maintenance Mechanic, Washington County Detention Center, presented the request for a motion to approve the emergency procurement to replace the Hot Water Heating System at the Washington County Detention Center. This work will be completed by Mick's Plumbing, Heating and Air Conditioning of Thurmont, MD, for the total sum of \$81,000.00. The work consists of providing all necessary pipe, fittings, permits, and labor to bring to working order and perform to the minimum specifications as required by the jurisdiction. Funds are available in the department's operating budget.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the emergency procurement to replace the Hot Water Heating System at the Washington County Detention Center by Mick's Plumbing, Heating and Air Conditioning as presented. The motion passed unanimously (5-0).

17. BID RENEWAL (PUR-1690) SLUDGE HAULING

Carin Bakner, Buyer, Procurement; and Dave Mason, Interim Director, Environmental Management, presented the request for a motion to renew the contract for Sludge Hauling services for the Division of Environmental Management with A.C & T., Inc. of Hagerstown, MD, based on its letter dated June

1, 2026, requesting a 5% increase for Fiscal Year 2027 based on the Consumer Price Index for Water and Sewerage Maintenance. The vendor has requested an increase based on increases in fuel costs, insurance costs and wages. The Board originally awarded a contract for the subject services to A.C. & T., Inc., in the total annual amount of \$133,050.00 based on estimated quantities. The term of the contract is for a one (1) year period, that commenced on September 1, 2024, with an option by the County to renew for up to two (2) additional consecutive one (1) year periods. Funds have been approved for the Fiscal Year 2027 operating budget.

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve to renew the contract for Sludge Hauling services for the Division of Environmental Management with A.C & T., Inc., as presented. The motion passed unanimously (5-0).

18. BID RENEWAL (PUR-1742) ELECTRONICS RECYCLING

Carin Bakner, Buyer, Procurement; and Dave Mason, Interim Director, Environmental Management, presented the request for a motion to renew the contract for Electronics Recycling with EACR, Inc. of Lakewood, NJ, based on its letter dated May 20, 2026, requesting an increase for Fiscal Year 2027 as outlined below. The vendor is requesting the increase due to increases in diesel fuel and supply costs.

<u>Product</u>	<u>Unit Price FY26</u>	<u>Unit Price FY27</u>
Item No. 1 – Electronics Recycling from 40 West Landfill – CRT Material	\$0.14	\$0.15
Item No. 2 – Electronics Recycling from 40 West Landfill – NON-CRT Material	\$0.10	\$0.15
Item No. 3 – Transportation from 40 West Landfill to Recycling Facility	\$685.00	\$1,075.00

The Commissioners requested additional information regarding the increase, this item will be brought back in the July 21, 2026, meeting.

19. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0335) – ROOF REPLACEMENT AT WATER QUALITY PUMP SHOP

Carin Bakner, Buyer, Procurement; and Dave Mason, Interim Director, Environmental Management, presented the request for a motion to authorize by Resolution, the approval of the purchase of a roof replacement at the Water Quality Pump Shop from Lobar Associates, Inc. of Dillsburg, PA, at the contracted pricing totaling \$99,023.51 based on the Indefinite Delivery–Indefinite Quantity Construction Contract in the State of Maryland awarded by Sourcewell Contract No. MD-R2-RW-030425-LOB. This was a competitively bid contract that was awarded to three (3) vendors for Roofing services in region 2 in the State of Maryland, which includes Washington and Frederick Counties. They reached out to all three (3) awarded vendors for quotes and received two. Funding is available in the department's Capital Improvement Plan.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to authorize by Resolution, the approval of the purchase of a roof replacement at the Water Quality Pump Shop from Lobar Associates, Inc. as presented. The motion passed unanimously (5-0).

20. BID AWARD (PUR-1807) – GROUNDS MAINTENANCE CHEMICALS FOR VARIOUS COUNTY DEPARTMENTS

Carin Bakner, Buyer, Procurement; and Brian Bowers, Assistant Superintendent, Black Rock Golf Course, presented the request for a motion 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. Tie bids were received for Item Nos. 2, 10, 12, 15 and 24; 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, which states that the Board shall award the contract to one of the bidders by drawing lots in public. Funds are budgeted for chemicals in various operating accounts. There were five tie bids drawn at the meeting: Item No. 2 Enclave, winner Pocono Turf Supply, Inc.; Item No. 10 Acelepryn 18.4%, winner Pocono Turf Supply, Inc.; Item No. 12 Head Way, winner Landscape Supply, LLC; Item No. 15 PCNB 40%, winner Site One Landscape and Item No. 24 Signature XTRA Stressgard, winner Landscape Supply, LLC.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve 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 and the Tie Bid Winners as presented. The motion passed unanimously (5-0).

21. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0332) – DELL HARDWARE

Carin Bakner, Buyer, Procurement; and Josh O'Neal, Chief Technical Officer, Information Technology, presented the request for a motion to authorize by Resolution, the approval of the purchase for the replacement of outdated hardware for several county departments from Dell Technologies of Round Rock, TX at the contracted pricing totaling \$157,658.47 based on the contract awarded by Omnia National Cooperative Purchasing Alliance, NCPA Contract No. 01-143. This purchase is for the planned replacement of obsolete computer hardware currently in use across County Departments. Funding is available in the department's Capital Improvement Plan.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to authorize by Resolution, the approval of the purchase for the replacement of outdated hardware for several county departments from Dell Technologies as presented. The motion passed unanimously (5-0).

22. APPROVAL TO APPLY FOR/ACCEPT STATE GRANT FUNDS FOR THE DESIGN OF A REPLACEMENT AIR TRAFFIC CONTROL TOWER

Andrew Eshleman, Director, Public Works; Neil Doran, Director, Hagerstown Regional Airport; and Maria Kramer, Director, Grant Management, presented the request for a motion to empower the President of the Board of County Commissioners to sign State grant applications, affidavits and related paperwork and for County staff to thereafter submit such materials. As previously announced, \$1.5 million in State Funding has been offered to complete pre-construction activities such as planning, design, engineering and architectural tasks needed to support the future development of a replacement Air Traffic Control Tower at the Hagerstown Regional Airport. Staff recommends acceptance of grant funding.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to empower the President of the Board of County Commissioners to sign State grant applications, affidavits and related paperwork and for County staff to thereafter submit such materials for the design of a replacement Air Traffic Control Tower as presented. The motion passed unanimously (5-0).

23. TRANSPORTATION SECURITY ADMINISTRATION – LAW ENFORCEMENT OFFICER REIMBURSEMENT PROGRAM

Andrew Eshleman, Director, Public Works; and Neil Doran, Director, Hagerstown Regional Airport, presented the request for a motion to approve application and acceptance of funding from the US Transportation Security Administration Law Enforcement Officer Reimbursement Program. The

Transportation Security Administration (TSA) is providing an opportunity for Part 139 Airports to apply for and receive partial reimbursement of law enforcement officer costs associated with on-site dedicated support of TSA passenger screening operations.

Commissioner Leatherman, seconded by Commissioner Wagner, moved to approve application and acceptance of funding from the US Transportation Security Administration Law Enforcement Officer Reimbursement Program as presented. The motion passed unanimously (5-0).

24. CONTRACT AWARD – FACILITIES DESIGN SERVICES (PUR-1783) – PSTC TACTICAL VILLAGE BUILDINGS

Scott Hobbs, Director, Engineering; and Kevin Lewis, Deputy Director, Administrative Services, Emergency Services, presented the request for a motion to award Architectural Design Services contracts from PUR-1783 Facility Design Services for the Public Safety Training Center Tactical Village (PSTCTV) Buildings Phase 2 project to the responsive, responsible proposer, L.S. Grim Consulting Engineers of Hagerstown, Maryland with the lowest fee of \$185,281.12 for PSTCTV Building 1, \$86,762.96 for PSTCTV Building 2, \$87,028.48 for PSTCTV Building 3, \$177,551.22 for PSTCTV Building 4, \$78,233.48 for PSTCTV Building 6, \$75,413.48 for PSTCTV Building 7; and a contract to the responsive, responsible proposer, Noelke and Hull Associates, Inc. of Frederick, Maryland with the lowest fee of \$219,730.00 for PSTCTV Building 5; all as identified on the bid results sheet. Total expenses are estimated at \$1,010,000.00; including \$910,000.00 for architectural/design services and \$100,000.00 for design contingency; this is a budgeted Capital Improvement Plan Project.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve to award Architectural Design Services contracts for the Public Safety Training Center Tactical Village Buildings 1,2,3,4,6,and 7 Phase 2 projects to the responsive, responsible proposer, L.S. Grim Consulting Engineers as presented and to award an Architectural Design Services contract for the Public Safety Training Center Tactical Village Building 5 to Noelke and Hull Associates, Inc. as presented.. The motion passed unanimously (5-0).

25. FORT RITCHIE SEWER LINE EASEMENT

Todd Moser, Real Property Administrator, Engineering; and Dave Mason, Interim Director, Environmental Management, presented the request for a motion to approve the perpetual sewer line easement and authorize the execution of the necessary documentation to finalize the transfer. The County has finalized field work and documents to accept the Fort Ritchie sewer line easement. The transfer of the sewer lines will make the sewer upgrade eligible for Appalachian Regional Commission funding.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve the perpetual sewer line easement and authorize the execution of the necessary documentation to finalize the transfer as presented. The motion passed unanimously (5-0).

26. US 40 BRIDGE OVER CONOCOCHIEGUE CREEK – COUNTY ROAD IMPACT REIMBURSEMENT

Andrew Eshleman, Director, Public Works; and Scott Hobbs, Director, Engineering, presented the request for a motion to approve sending a letter to the Maryland Department of Transportation requesting reimbursement for County road impacts resulting from the closure and detour associated with the US 40 Bridge over Conococheague Creek.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve sending the reimbursement request letter to the Maryland Department of Transportation as presented. The motion passed unanimously (5-0).

27. WASHINGTON COUNTY COMMUNITY REINVESTMENT AND REPAIR FUNDING RECOMMENDATIONS

Maria Kramer, Director, Grant Management; and Allison Hartshorn, Opioid Restitution Manager, Grant Management, presented the request for a motion to approve the Community Reinvestment and Repair Fund (CRRF) grant awards totaling \$226,313.00, as recommended by staff, for community-based initiatives serving zip code 21740, subject to the execution of grant agreements consistent with program requirements. The recommended applications demonstrate the ability to serve residents within zip code 21740, align with CRRF priorities, and have the capacity to implement community-based initiatives that benefit low-income and disproportionately impacted communities. In June 2026, the Office of Grant Management released a Notice of Funding Availability (NOFA) requesting applications for projects within the Economic Opportunity and Youth categories. The Office received 13 applications requesting a total of \$543,326.00. Staff recommendations and proposed funding amounts for this funding cycle are:

<u>Organization</u>	<u>Award Amount</u>	<u>Program Name</u>
APPLES for Children, Inc	\$14,000	Bright Futures: Family Resilience, Youth Wellness and Economic Mobility Initiative
Boys & Girls Club of Washington County	\$10,000	Education and Workforce Development
CASA, Inc	\$43,775	Thrive Together: Housing and Healthy Relationships Education Program
Education Foundation of WCPS	\$15,000	Super Readers
Family Affairs-The Centre	\$5,000	The Hangout
Girls Inc of Washington County	\$22,762	Future Leaders and Innovators
Good News Hagerstown	\$20,000	Grow Good News: 21740 Youth Garden
		Environmental STEM & Food Access Initiative
Horizon Goodwill Industries	\$44,700	Launch Point: Youth Sufficiency and Economic Mobility Program
Maryland Symphony Orchestra	\$10,000	MSO Lite at Hub City Vinyl
Robert W. Johnson Community Center	\$18,000	The Future Leaders After School Mentorship Initiative
The Salvation Army of Washington County	\$13,076	Red Shield Youth Club
TruNorth Company	\$10,000	Hagerstown Area Recovery Transit
Total	\$226,313	

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the Community Reinvestment and Repair Fund grant awards totaling \$226,313.00, as recommended by staff as presented. The motion passed unanimously (3-0-2). Commissioner Barr and Commissioner Leatherman abstained.

28. HOTEL RENTAL TAX FUNDING REQUEST, MISS MARYLAND PAGEANT LEASE AGREEMENT

Maria Kramer, Director, Grant Management; and Bailly Kercheval, The Maryland Theatre, Inc., presented the request for a motion to approve the request for renewal of a five-year lease agreement between The Maryland Theatre Association, Inc., the Carroll County Foundation, Inc. and the County to sponsor the Miss Maryland Pageant. The Maryland Theatre has submitted a request for Hotel Rental Tax funding in the amount of \$18,000.00 per year for a five-year time period. The funding would be to

support the Miss Maryland Pageant through a five-year lease between the Maryland Theatre Association, Inc. the Community Foundation of Carroll County, Inc., and the County. The lease agreement obligates the County to maximum of \$18,000.00 annually for five years.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the request for renewal of a five-year lease agreement between The Maryland Theatre Association, Inc., the Carroll County Foundation, Inc., and the County to sponsor the Miss Maryland Pageant as presented. The motion passed unanimously (5-0).

29. GOVERNOR'S OFFICE FOR CHILDREN GRANT FUNDING

Richard Lesh, Grant Manager, Grant Management, presented the request for a motion to apply and accept funding in the amount of \$74,581.00 for the FY27 Capacity Building proposal to the Governor's Office for Children. In addition, seeking approval to accept additional funding added to the Community Partnership agreement in the amount of \$74,581.00. Two separate funding allocations of \$74,581.00 are anticipated to be awarded by the Governor's Office for Children as part of the FY27 ENOUGH Act.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to apply and accept funding in the amount of \$74,581.00 for the FY27 Capacity Building proposal to the Governor's Office for Children. In addition, approval to accept additional funding added to the Community Partnership agreement in the amount of \$74,581.00. as presented. The motion passed unanimously (5-0).

30. FY27 RURAL HEALTH TRANSFORMATION PROGRAM (RHTP) GRANT APPLICATION

This item was removed from the agenda.

31. INVESTMENT POLICY UPDATE AND MARYLAND LOCAL GOVERNMENT INVESTMENT POOL (MLGIP) ACCOUNT AUTHORIZATION

Kim Edlund, Director, Budget and Finance; and Zane Garrett, Deputy Director, Budget and Finance, presented the request for a motion to approve the County Investment policy changes as presented, authorize investment of funds in the MLGIP, and submit the updated investment policy and resolution to the State for formal acceptance. Staff is seeking approval to update the county's investment policy which includes investments for all county funds except for the County's Pension, OPEB, and LOSAP funds which are governed by a separate investment policy and managed/invested by a third party. Neither the objectives of this investment policy nor the overall strategy is changing.

There is a correction to the policy in the Agenda Report Form; on page 6, No. 7 Commercial Paper states -that has received the highest letter numerical rating by at least one nationally recognized statistical rating needs to be correct to at least two nationally recognized statistical ratings.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve the County Investment policy with the correction change as presented. The motion passed unanimously (5-0).

32. FY26 BUDGET AMENDMENT – TAX REVENUE

Kelcee Mace, Chief Financial Officer, presented the request for a motion to approve the FY26 budget amendment as presented or as amended by the BOCC. Staff is requesting approval to amend income tax and recordation tax revenue budgets based on year-to-date trends by \$13,000,000.00 total. Additionally, staff is requesting to use those funds for the following purposes: \$5,000,000.00 for pension; \$1,000,000.00 for land preservation; \$1,000,000.00 for ambulances; \$6,000,000.00 to

accumulate funds for a new courthouse. Also included in the budget amendment is insurance funds of \$29,470.00 for the water damage in the county administration building, and a reallocation of some electric budgets between building departments based on actual experience. The total fiscal impact of this budget adjustment is \$13,029,470.00.

Michelle Gordon, County Administrator shared information on our interest rates, information on paying down debt, recommended practices on paying down the debt with the higher interest rate and providing for a well-balanced allocation out of any potential excesses that we are anticipating.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the FY26 budget amendment as presented. The motion passed unanimously (4-1). Commissioner Parrott opposed.

33. PENSION DOCUMENT (RECOMMENDED CHANGES)

Chip Rose, Director, Human Resources; and Brittany Price, Retirement Coordinator, Human Resources, presented the request for a motion to approve to update three sections of the Pension Plan Document to better represent our administration of the plan. The retirement committee has identified three sections of the current Pension Plan Document that seem outdated or inconsistent with our current expectations for plan administration.

First – The plan document describes the potential to form a Retirement Advisory Committee (RAC) that could recommend changes to the plan, following the Retirement Committee's (RC) review and approval. The RC prefers to assume that role for themselves and wants to abolish the need for an RAC.

Commissioner Cline, seconded by Commissioner Leatherman moved to approve to update Item No. 1 RAC sections of the Pension Plan Document as presented. The motion passed unanimously (4-1). Commissioner Parrott opposed.

Second – In 2013, employees were given the option of continuing to contribute 5.5% towards their pension or contributing 6% in exchange for a lower "Normal Retirement Age". Those that chose to remain at 5.5% were grandfathered and listed in Exhibit 1. The RC wants to clarify if these employees voluntarily terminate, for any reason, and then come back...they'll be treated like any new hire and asked to contribute 6% to the pension plan. This will result in a bifurcated pension benefit: (1) accrued benefit under the 5.5% rate prior to termination and (2) a new accrued benefit at a 6% rate.

Commissioner Cline, seconded by Commissioner Leatherman, moved to approve update No.2 clarification of grandfathered employee's sections of the Pension Plan Document as presented. The motion passed unanimously (5-0).

Third – The definition of a covered "uniformed" employee is currently different for the Sheriff's personnel and the DES employees. The RC asked us to find language both leadership teams could agree on, so we have a common definition for a "uniformed" employee.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve to update No. 3 covered uniform employee definition sections of the Pension Plan Document as presented. The motion passed unanimously (5-0).

34. RECOMMENDATION TO HIRE GIS ADMINISTRATOR

Chip Rose, Director, Human Resources; and Joseph Rathvon, GIS Manager, Information Technology, presented the request for a motion to extend an offer to internal candidate John Baker, II for position

#1264, GIS Administrator. The proposed offer is a Grade 14, corrected from the ARF to a Step 5, with corrected rate information due to the FY 27 salary scale at \$39.34 hourly/\$81,827.00 annually.

Commissioner Barr left the meeting at 12:42 p.m. and returned at 12:43 p.m.

Commissioner Parrott, seconded by Commissioner Wagner, moved to approve to extend an offer to internal candidate John Baker, II for the GIS Administrator position as presented. The motion passed unanimously (5-0).

35. WASHINGTON COUNTY PLANNING COMMISSION REAPPOINTMENT

Dawn L. Marcus, County Clerk, presented the request for a motion to re-appoint Teresa Shank to a first, full five-year term from July 1, 2026, through June 30, 2031, on the Planning Commission. This is a paid board.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve to re-appoint Teresa Shank as presented. The motion passed unanimously (5-0).

36. WASHINGTON COUNTY BOARD OF ZONING APPEALS REAPPOINTMENT

Dawn L. Marcus, County Clerk, presented the request for a motion to reappoint Karen Federman Henry for a second three-year term from July 1, 2026, through June 30, 2029, on the Board of Zoning Appeals. This is a paid board.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to reappoint Karen Federman Henry as presented. The motion passed unanimously (5-0).

37. WASHINGTON COUNTY AGRICULTURAL LAND PRESERVATION ADVISORY BOARD REAPPOINTMENTS

Dawn L. Marcus, County Clerk, presented the request for a motion to re-appoint Jason Hose to serve his second five-year term from May 1, 2026, through April 30, 2031, and to re-appoint David Roth to serve his third five-year term from May 1, 2026, through April 30, 2031, on the Agricultural Land Preservation Advisory Board. The Board also requests a waiver of the two-term limit as outlined in the Boards and Commissions County Policy PR-22 due to a lack of qualified candidates. This is not a paid board.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to re-appoint Jason Hose and David Roth and to waive the two-term limit as presented. The motion passed unanimously (5-0).

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Leatherman, moved to convene in closed session at 12:47 p.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.

- Discuss appointment to County volunteer board.
- Discuss appointment to County volunteer board.
- Discuss removal of member on County volunteer board.

- Discuss appointment to County volunteer board.
- Discuss appointment to open County position.
- Discuss removal of County staff member.
- Discussion of personnel matter in County department.
- Discussion of personnel matter in County department.
- Discussion of performance of County volunteers.

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain the State. (4) Open session discussion would disclose proprietary commercial information or business development strategy and damage County competitive advantage in bringing business to County

- Discussion of strategy to attract business to locate in the County.

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

- Legal advice pertaining to a legal matter involving the County.

To consult with staff, consultants, or other individuals about pending or potential litigation. (8). Open session discussion would disclose strategies and potential settlement discussions, along with legal advice.

- Discussion of potential litigation and possible resolution/settlement.

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

- For boards and commissions appointments and reappointments to the Area Agency on Aging Advisory Council, Historic District Commission and Local Management Board;
- For boards and commissions removal/resignation of member from the Local Management Board;
- Hiring recommendation of Watershed Specialist position in Water Quality;
- Discipline and removal of County employee;
- Discussion of personnel policies;
- Discussion of personnel policies in a County Department;
- Discussion of performance of certain County volunteers;
- Discussion of strategy to attract business to locate in the County;
- Received legal advice pertaining to a legal matter involving the County; 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, 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; Meghan Jenkins, GIS Coordinator/Historic Preservation Planner, Planning and Zoning; Carsten Ahrens, Senior Grant Manager, Grant Management; Chip Rose, Director Human Resources; Dave Mason, Interim Director, Environmental Management; Dominick Turano, Deputy Director, Human Resources; Tracy McCammon, Risk Management Coordinator, Human Resources; Brian Overcash, Safety and Training Administrator, Human Resources; Jonathan Horowitz, Director, Business and Economic Development; Machel Dwyer, Business Leader, Business and Economic Development; David Chisholm, Deputy Director, Emergency Services; Oley Griffith, Volunteer Coordinator, Emergency Services; James Sprecher, President, WCVFRA; Dale Fishack, EMS Liaison, WCVFRA; Kelcee Mace, Chief Financial Officer; and Todd Moser, Real Property Administrator, Engineering.

RECONVENE IN OPEN SESSION FOR POTENTIAL ACTION ON CLOSED SESSION PERSONNEL ITEM

Commissioner Wagner, seconded by Commissioner Leatherman, moved to reconvene in open session at 2:44 p.m. The motion passed unanimously (5-0).

Michelle Gordon, County Administrator presented the request for a motion to extend an offer to Jacob Zielinski for Position #1409, Watershed Specialist. This position is a Grade 14, Step 1, \$35.64 /hour or \$74,131.00 annually.

Commissioner Wagner, seconded by Commissioner Leatherman, moved to approve to extend an offer to Jacob Zielinski as presented. The motion passed unanimously (5-0).

RECESS

Commissioner Wagner, seconded by Commissioner Leatherman, moved to recess at 2:46 p.m. until 6:00 p.m.

***EVENING MEETING WITH THE TOWN OF BOONSBORO
Location: 100 West Washington Street
Hagerstown, Maryland***

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation presented by, followed by President John F. Barr 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, Commissioner Neil C. Parrott and Commissioner Randall E. Wagner.

TOWN OF BOONSBOROS LEADERS' REPORTS AND COMMENTS

Mayor Howard Long thanked the Commissioners and staff for hosting the meeting. He wished Commissioners Wagner and Commissioner Parrott the best when they leave the County. He shared that Boonsboro's fourth of July celebration will be Friday evening.

Town Manager Rachel Souders thanked the Commissioners. She provided an updated on the status of the Chase Six Boulevard project, the Crestview Bypass project, the Potomac Street Waterline project, and the Reservoir Replacement project.

Assistant Mayor Anthony Nally is appreciative of all of the efforts that the County has done for the Town.

Council Member Marilee Kerns thanked the County for their support.

COMMISSIONERS' AND COUNTY ADMINSTRATORS' REPORTS AND COMMENTS

Commissioner Wagner thanked the Town for attending and he looks forward to supporting them in the future.

Commissioner Parrott share his comments on the Town on Boonsboro.

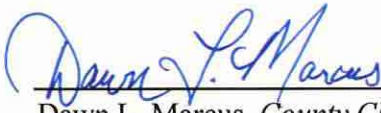
Commissioner Leatherman commented on the safety and cleanliness of the Town. He commented on the Town's annual carnival.

Commissioner Barr shared comments on his time living in Boonsboro. He has enjoyed working with the Town.

Michelle Gordon, County Administrator thanked the Town for all that they do, and she looks forward working with the town in the future.

ADJOURNMENT

Commissioner Wagner, seconded by Commissioner Leatherman, moved to adjourn at 6:18 p.m. The motion passed unanimously (5-0).



Dawn L. Marcus, *County Clerk*