



## **Board of County Commissioners of Washington County, Maryland**

### ***Open Session Minutes***

**March 18, 2025**

#### **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 Derek Harvey and Commissioner Randall E. Wagner.

#### **CITIZEN PARTICIPATION**

Curtis Reigh - Hagerstown  
Dave Williams – Smithsburg  
Shaun Porter – Hagerstown  
Thomas Ruhf – Rohrsersville  
Arthur LaRue – Hagerstown  
Jeremy Tindal – Hagerstown

#### **RECESS**

#### **INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation presented by John F. Barr, followed by the Pledge of Allegiance to the Flag by the full assemblage.

#### **APPROVAL OF MINUTES**

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the minutes of February 25, 2025. The motion passed unanimously (4-0).

#### **COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Wagner attended the Land Use Council meeting. He attended the Airport Advisory Committee meeting. Commissioner Wagner attended the music presentation at Sloan School of Music. He attended the forest conservation workshop hosted by County staff.

Commissioner Harvey attended the Diversity and Inclusion Committee meeting. He attended the Historical Advisory Board meeting. Commissioner Harvey addressed budget concerns within the County and the State.

Commissioner Cline thanked Commissioner Harvey for his comments. He attended the Oath of Office for the elected officials in Williamsport. Commissioner Cline congratulated the reelected officers as well as newly elected Councilman William Ball. He attended the St. Patrick's Day Run Fest and he thanked all who played a part in the event. Commissioner Cline attended the George Knight street dedication in Smithsburg and thanked him for his decades of service. He attended the grand opening of Rise Up Softball Academy. Commissioner Cline attended the Leitersburg Volunteer Fire Company banquet. He attended the one-year anniversary of the Potomac Ridge Brewing Company.

Commissioner Barr attended the St. Patrick's Day Run Fest event, and he thanked Jaime Dick and his staff at the Parks and Recreation Department. He commented on the success of the event and thanked all County and City employees who made the event possible. Commissioner Barr commented on the meetings he has attended at MACo and the legislative bills in Annapolis. He attended the board meeting for the Maryland State Service and Volunteerism Commission. Commissioner Barr attended the Maryland Symphony Orchestra. He commented on the celebration of their 40<sup>th</sup> year in Washington County. Commissioner Barr shared that his Granddaughter Layla will be performing in the Side-by-Side performance with the Maryland Symphony Orchestra this evening at the Maryland Theater. He shared upcoming events.

**CONTRACT RENEWAL (PUR-1596) LABORATORY SERVICES FOR WATER/WASTEWATER TESTING FOR THE DEPARTMENT OF WATER QUALITY**

Brandi Kentner, Purchasing, Director; and Becky Orndorff, Laboratory Director, Water Quality presented the request to approve to renew the contract for the Laboratory Services for Water/Wastewater Testing for the Department of Water Quality with ALS Group USA, dba ALS Environmental, of Middletown, PA, per the rate included in its letter dated February 6, 2025. ALS is requesting a Consumer Price Index (CPI) increase of 3% to the current pricing structure for this renewal time period.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve to renew the contract for the Laboratory Services with ALS Group USA, dba ALS Environmental as presented. The motion passed unanimously (4-0).

**INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0179) POLICE VEHICLE EQUIPMENT FOR THE WASHINGTON COUNTY SHERIFF'S OFFICE**

Brandi Kentner, Director, Purchasing; Sheriff Brian Albert, Washington County Sheriff's Office; and Gerald Martz, Fleet Services Manager, Washington County Sheriff's Office, presented the request to authorize by resolution for the Washington County Sheriff's Department to purchase police vehicle equipment for the upfitting of sixteen (16) 2025 Ford Police Inceptors, to the responsible, responsive bidder, SoundOff Signal, of Hudsonville, MI at the total price of \$95,511.36 and to utilize another jurisdictions contract (#001B4600400) that was awarded by State of Maryland Department of General Services.

Commissioner Harvey, seconded by Commissioner Wagner, moved to authorize by resolution for the Washington County Sheriff's Department to purchase police vehicle equipment from SoundOff Signal as presented. The motion passed unanimously (4-0).

**INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0180) POLICE VEHICLE EQUIPMENT FOR THE WASHINGTON COUNTY SHERIFF'S OFFICE**

Brandi Kentner, Director, Purchasing; Sheriff Brian Albert, Washington County Sheriff's Office; and Gerald Martz, Fleet Services Manager, Washington County Sheriff's Office, presented the request to authorize by resolution for the Washington County Sheriff's Department to purchase Police Vehicle Equipment for the upfitting of sixteen (16) 2025 Ford Police Inceptors, to the responsible, responsive bidder, Troy Products, of Montebello, CA at the total price of \$57,696.00 and to utilize another jurisdictions contract (#001B4600402) that was awarded by State of Maryland Department of General Services.

Commissioner Harvey, seconded by Commissioner Wagner, moved to authorize by resolution for the Washington County Sheriff's Department to purchase Police Vehicle Equipment from Troy Products as presented. The motion passed unanimously (4-0).

**SOLE SOURCE AWARD (PUR-1733) – REVOLVEAIR FILL STATION**

Brandi Kentner, Director, Purchasing; and Eric Jacobs, Assistant Director – Field Operations, Emergency Services, presented the request to authorize a Sole Source procurement of a Revolveair Fill Station for firefighter SCBA from Municipal Emergency Services, Inc. (MES) of Charlotte, NC for the total sum in the amount of \$52,332.00 based on its proposal dated January 14, 2025.

Commissioner Harvey, seconded by Commissioner Wagner, moved to authorize Sole Source procurement of a Revolveair Fill Station for firefighter SCBA from Municipal Emergency Services, Inc. (MES) as presented. The motion passed unanimously (4-0).

**RECESS**

**PUBLIC HEARING – MODIFICATION OF 9-1-1 FEE**

President Barr convened a Public Hearing at 9:40 a.m. to permit any member of the public to appear and testify concerning the proposed modification of the 9-1-1 Fee.

Zachary J. Kieffer, County Attorney; and Kelcee Mace, Chief Financial Officer presented Per Md. Code, Public Safety Article, § 1-311(c)(1), a county may impose a 9-1-1 fee of up to \$0.75 to be added to all current bills rendered for switched local exchange access service or CMRS or other 9-1-1 accessible service in the county. If revenues attributable to the county's 9-1-1 fee do not provide the revenues necessary to cover a county's operations costs for the 9-1-1 system, § 1-311(c)(2) allows a county to impose a 9-1-1 fee higher than \$0.75 to cover the county's projected operations costs for the 9-1-1 system. The proposed modification is to increase the fee for FY2026 from \$1.25 per month per bill to \$1.75 per month per bill. This fee was last increased July 1, 2024.

The Public Hearing was opened for public comment:  
Shaun Porter - Hagerstown

The Public Hearing was closed at 9:44 a.m.

The Public Hearing was opened for Commissioner comments:  
The Commissioner requested clarification of the fees.

Commissioner Cline, seconded by Commissioner Harvey, moved to adopt the increase of the 9-1-1 fee for FY2026 as submitted. The motion passed unanimously (4-0).

**INSPECTION/REPAIR OF SHARPSBURG WATER SYSTEM AQUASTORE GLASS COATED, BOLTED STEEL STORAGE TANK**

Davina Yutzy, Deputy Director, Water Quality; and Mark Bradshaw, Director, Environmental Management, presented the request for approval of the proposal to Mid Atlantic Storage Systems Inc., in the amount of \$57,149.00. The warranty for the Aquastore tank requires inspection and repair on a 5-year rotation with the Sharpsburg tank due in 2025. Mid-Atlantic Storage Systems Inc., is the sole approved provider for our region.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the proposal to Mid Atlantic Storage Systems Inc., as presented. The motion passed unanimously (4-0).

**FY26 SOLID WASTE BUDGET**

David A. Mason, Director, Solid Waste, presented for informational purposes the FY2026 Solid Waste Budget.

**RECESS**

**PUBLIC HEARING – CROSS CONNECTION CONTROL ORDINANCE/PLAN**

President Barr convened a Public Hearing at 9:55 a.m. to obtain public comment for the Cross Connection Control Ordinance/Plan.

Davina Yutzy, Deputy Director, Water Quality; and Mark Bradshaw, Director, Environmental Management, presented the Cross Connection Control Ordinance is a MDE mandated requirement that regulates cross connections with the public water system, i.e., connections or arrangements of piping or appurtenances through which water of questionable quality, waste or other contaminants can enter the public water system. Mr. Bradshaw provided additional information on the prevention of well contamination.

The Public Hearing was opened for public comment:  
Shaun Porter - Hagerstown

The Public Hearing was closed at 9:58 a.m.

The Public Hearing was opened for Commissioner comments:  
The Commissioner's requested clarification and commented regarding code requirements.

Commissioner Cline, seconded by Commissioner Wagner, moved to adopt the Cross Connection Control Ordinance/Plan as presented. The motion passed unanimously (4-0).

**FABRICATED EXTRUSION COMPANY, LLC – DEFAULT OF TERMS OF FINANCIAL INCENTIVE AGREEMENT**

Linda Spence, Financial Programs Administrator, Business and Economic Development; and Jonathan Horowitz, Director, Business and Economic Development, presented the request to terminate the financial incentive agreement dated July 17, 2018, between the Washington County Board of County Commissioners and Fabricated Extrusion Company, LLC.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve to terminate the financial incentive agreement with Fabricated Extrusion Company, LLC, as presented. The motion passed unanimously (4-0).

**SCHOFIELD CONSERVATION RESERVE ENHANCEMENT PROGRAM (CREP) EASEMENT PROPOSAL**

Chris Boggs, Rural Preservation Administrator, Planning and Zoning, presented the request to approve the Paula Z. Schofield CREP easement project, paid for 100% by the State, in the amount of \$63,932.22 for 32.63 easement acres, to adopt an ordinance approving the purchase of the easement, and to authorize the execution of the necessary documentation to finalize the easement purchase.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the Paula Z. Schofield CREP easement project as presented. The motion passed unanimously (4-0).

**FY26 SCHOOL BASED HEALTH CENTER GRANT – APPROVAL TO SUBMIT APPLICATION AND ACCEPT AWARDED FUNDING**

Richard Lesh, Grant Manager, Grant Management, presented the request to approve the submission of the grant application for the FY2026 School Based Health Center Grant Program to the Maryland State Department of Health in the amount of \$278,235.00 and accept awarded funding.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the submission of the grant application for the FY2026 School Based Health Center Grant Program and to accept the funding as presented. The motion passed unanimously (4-0).

**OFFICE OF PROBLEM/SOLVING COURTS DISCRETIONARY GRANT APPLICATION SUBMITTAL**

Jennifer Bricker, Treatment Court Coordinator, Circuit Court for Washington County; and Richard Lesh, Grant Manager, Grant Management, presented the request to approve the submittal of the FY2026 Office of Problem-Solving Court's Discretionary grant application requesting \$314,038.62 and accept funding as awarded.

Commissioner Wagner, seconded by Commissioner Harvey, moved to approve the submittal of the FY2026 Office of Problem-Solving Court's Discretionary grant and accept funding as presented. The motion passed unanimously (4-0).

**SUPPLEMENTAL EASEMENT FOR POTOMAC EDISON**

Todd Moser, Real Property Manager, Engineering, presented the request to approve the execution of the supplemental easement for Potomac Edison. Potomac Edison has requested a supplemental easement to allow fiber optic cable to be installed to improve and increase the reliability of electrical service to the community.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the execution of the supplemental easement for Potomac Edison as presented. The motion passed unanimously (4-0).

**FY25 BUDGET ADJUSTMENT**

Kelcee Mace, Chief Financial Officer, presented the request to approve a budget transfer in the amount of \$120,765.00 from Capital Reserves to CIP Project Budget COM018 – Public Safety CAD System. Staff is requesting the transfer of funds from the capital reserve to be used for a comprehensive assessment of the Emergency Communication Center and the current computer aided dispatch (CAD) system.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the budget transfer from Capital Reserves to CIP Project Budget COM018 as presented. The motion passed unanimously (4-0).

**STAFF COMMENTS**

Michelle Gordon, County Administrator, attended the Washington County Delegation Meeting in Annapolis. She thanked Senator McKay and all of the District 1 representatives for holding the event. Ms. Gordon attended the one-year anniversary of the Potomac Ridge Brewing Company. She attended the St. Patrick's Day Run Fest and participated in the event. Ms. Gordon thanked the Parks and

Recreation Department for coordinating the event. In addition, she thanked the City of Hagerstown, Hub City Brewery and the Community Free Clinic for partnering in the event.

Michelle Gordon, County Administrator, requested a consensus for a letter of support from Saint Mark's Episcopal Church on Lappans Road in Boonsboro. They are seeking support for their application for \$10,000.00 in grant funding from Preservation Maryland.

The Commissioners reached a consensus (4-0) for the letter of support for Saint Mark's Episcopal Church.

### **CLOSED SESSION**

Commissioner Harvey, seconded by Commissioner Wagner, moved to convene in closed session at 10:18 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; or any other personnel matter that affects one or more specific individual.

(1) Confidential personnel matters to be discussed:

- Discuss discipline of employee.
- Consideration of appointments to (1) Washington County Public Golf Corporation Board and (2) Adult Public Guardianship Review Board.
- Discussion of compensation and employment of certain staff within County Government.
- Discussion of appointment by BOCC to Salary Study Commission. Provision of legal advice also contemplated for this item.

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

- The discipline and removal of a County employee;
- For boards and commissions appointments and reappointments to the Washington County Public Golf Corporation "Black Rock Golf Board" and the Adult Public Guardianship Review Board;
- Compensation and employment of certain County staff;
- Appointments to the Salary Study Commission; and
- Received legal advice and updates on pending litigation matters for which the County is a party.

Present during closed session at various times were Commissioners John F. Barr, Jeffrey A. Cline, Derek Harvey 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; Chip Rose, Director Human Resources; and Dominick Turano, Deputy Director Human Resources.

### **RECONVENE IN OPEN SESSION**

Commissioner Harvey, seconded by Commissioner Wagner, moved to reconvene in open session at 11:41 a.m. The motion passed unanimously (4-0).

### **RECESS**

***EVENING MEETING AT THE TOWN OF FUNKSTOWN***  
***Location: 30 EAST BALTIMORE STREET***  
***FUNKSTOWN, MARYLAND***

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation by Pastor Steve Humphrey, 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 and Commissioner Randall E. Wagner. Commissioner Derek Harvey was absent.

**TOWN OF FUNKSTOWN LEADERS' REPORTS AND COMMENTS**

Mayor Paul Crampton thanked the County Commissioners and staff for the meeting. He commented on funding received through Parks and Recreation. He requested the Town participate in the 250<sup>th</sup> Anniversary celebration at the new Jerusalem Park. Mayor Crampton shared his appreciation of the ARPA funding for the water lines. The Town would like to have a sidewalk installed along Edgewood Drive. He introduced his staff. Mayor Crampton shared they have a great relationship with the Sheriff's Office and the residential deputy program.

Assistant Mayor Sharon Chirgott appreciates the working relationship between the Town and the County.

Councilman Barry Warrenfeltz thanked the Commissioners and County staff for the meeting.

Councilman Rich Gaver thanked the Commissioners and County staff for the meeting. He discussed options to reduce the speed on Stouffer Avenue. He suggested the Parks and Recreation Department provide options for Eagle Scout projects.

Councilman John Phillips thanked the County Commissioners and staff. He shared his appreciation of Deputy Dakota Watkins. He commented on hotel/motel rental funding. Mr. Phillips shared that the Civil War reenactments will be held on the 3<sup>rd</sup> weekend of July. He shared information regarding other events the Town holds.

**COMMISSIONERS' AND COUNTY ADMINISTRATOR'S REPORTS AND COMMENTS**

Commissioner Wagner thanked the Mayor, Assistant Mayor and the Town Council for hosting the meeting. He shared Funkstown was his hometown. He supports the idea for the Eagle Scout projects.

Commissioner Cline thanked the Town for hosting the meeting. He attends the reenactments every year and enjoys talking to the guests and reenactors. Commissioner Cline commented on the St. Patrick's Day Run Fest. He commented on the Oath of Office ceremony for the elected officials in the Town of Williamsport.

Commissioner Barr shared memories of his youth with Mr. Warrenfeltz in the Town of Funkstown. He commented on Mr. Gaver's professionalism with the electrical inspections. Commissioner Barr shared that small towns are where America lives.



Michelle Gordon, County Administrator, shared information on the 250<sup>th</sup> Anniversary. She discussed the Town's request for POS funding for the parks. Ms. Gordon will have the TACT Committee review the issues with Stouffer Avenue. She shared that Hotel/Motel funding will continue to be distributed by the Commissioners.

**CITIZENS' PARTICIPATION**

Curtis Reigh – Hagerstown  
Shaun Porter – Hagerstown  
Connor Shank – Funkstown

**STAFF COMMENTS**

Danielle Weaver, Director, Public Relations and Marketing shared information regarding commemorative coins and events for the 250<sup>th</sup> anniversary celebration.

Scott Hobbs, Director of Engineering, shared information regarding sidewalk requests, repairs and improvements. He will have the issues with Stouffer Avenue reviewed and will get back to the Town.

Andrew Eshleman, Director of Public Works, will reach out regarding Eagle Scout projects.

**ADJOURNMENT**

Commissioner Cline, seconded by Commissioner Wagner, moved to adjourn at 6:31 p.m. The motion passed unanimously (4-0).



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Dawn L. Marcus, *County Clerk*