



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

March 25, 2025

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 8:00 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Derek Harvey and Commissioner Randall E. Wagner.

CITIZEN PARTICIPATION

Stephanie Phillips – Hagerstown
Carol Mowen – WCTA Hagerstown
Jeremy Tindal – Washington County
Curtis Reigh – Hagerstown
Tom Thorsen – Washington County

RECESS

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation presented by Reverend Dionne Hall, 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 March 4, 2025. The motion passed unanimously (4-0).

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner shared information regarding the history of Maryland Day.

Commissioner Harvey shared that Commissioner Cline received a Certificate from the Fairplay Volunteer Fire Department for his dedicated service to the volunteers and public safety.

Commissioner Cline commented on the struggles of the Fairplay Volunteer Fire Department and he thanked them for the Certificate. He attended opening day of the Maryland Film Festival at the Maryland Theater. Commissioner Cline attended the Fairplay Volunteer Fire Company Annual Banquet. He attended the Maugansville Ruritan honorary service for Dave Keener who donated 35 gallons of blood to the Red Cross. Commissioner Cline wished former Mayor Mickey Myers of Smithsburg a Happy Birthday.

Commissioner Barr congratulated Commissioner Cline on his Certificate of recognition from the Fairplay Volunteer Fire Department. He attended the Maryland Municipal League monthly meeting. Commissioner Barr attended the Christian Fellowship of Athletes event at the Maryland Theater. He

commented on the Side-by-Side Orchestra event at the Maryland Theater. Commissioner Barr traveled to Annapolis with the County Administrator for the final legislative meeting of MACo. He shared upcoming events.

1. PROCLAMATION FOR AMERICAN RED CROSS MONTH

The Board of County Commissioners presented a proclamation to Deborah Fleming, Executive Director, Greater Shenandoah Valley Chapter of the American Red Cross and Al Martin, member, Greater Shenandoah Valley Chapter of the American Red Cross for American Red Cross month. Ms. Fleming and Mr. Martin shared a brief presentation regarding the American Red Cross.

2. FY2026 GENERAL FUND BUDGET - PROPOSED – DRAFT 2

Kelcee Mace, Chief Financial Officer, presented for informational purposes draft 2 of the FY2026 Proposed General Fund Budget. She shared a Power Point presentation.

3. FY26 WATER QUALITY BUDGET

Mark Bradshaw, Director, Environmental Management; and Kelcee Mace, Chief Financial Officer, presented for information purposes the FY2026 Water Quality Budget.

4. FY26 HIGHWAY BUDGET

Andrew Eshleman, Director, Public Works; and Zane Rowe, Deputy Director, Highways, presented for informational purposes the FY2026 Highway Budget.

5. EXPLORATION OF DUPLICATION OF SERVICES

Dr. April Zentmeyer, President, and members of the Washington County Board of Education, presented for discussion purposes the possibility of merging operations and/or equipment to reduce costs to both the Washington County Public Schools and the Washington County Government.

6. NO-BID TAX SALE PARCELS – OUTSTANDING TAX CHARGE WAIVER

Paul Fulk, Neighborhood Services Manager, City of Hagerstown, presented the request for the Board of County Commissioners to waive \$55,099.96 in uncollectable taxes on no-bid tax sale parcels within the City of Hagerstown's Corporate Boundary.

Commissioner Cline, seconded by Commissioner Wagner, moved to approve the request to waive the uncollectable taxes on no-bid tax sale parcels as presented. The motion passed unanimously (4-0).

7. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0181) EMERGENCY OPERATIONS PLAN FOR EMERGENCY MANAGEMENT AND COMMUNICATIONS

Brandi Kenter, Director, Purchasing, presented the request to authorize by Resolution for the Washington County Department of Emergency Management to purchase services from Tetra Tech to support the county in updating its Emergency Operations Plan (EOP) based on its proposal dated February 17, 2025 for a total proposed price of \$59,841.60 and to utilize another jurisdictions contract (#HP08-21) that was awarded by the Houston-Galveston Area County (HGAC) Cooperative Purchasing Program.

Commissioner Harvey, seconded by Commissioner Cline, moved to authorize by Resolution to purchase services from Tetra Tech as presented. The motion passed unanimously (4-0).

8. SOLE SOURCE PROCUREMENT (PUR-1673) – MAINTENANCE AGREEMENT FOR LIFEPAK MONITORS/DEFIBRILLATOR DEVICES, AUTOMATED EXTERNAL DEFIBRILLATOR (AED), AND LUCAS CPR DEVICES – YEAR TWO INCREASE

Brandi Kentner, Director, Purchasing, presented the request to approve an increase for year number two (2) on a Sole Source procurement for the preventive maintenance, inspection, repair, parts, labor, and travel with battery coverage for the Division of Emergency Service's Life Pak Monitors/Defibrillator Devices, AEDs, and Lucas CPR devices, originally approved by the Board of County Commissioners of Washington County on March 5, 2024. The original amount of \$97,674.30 increased by \$4,411.11 due to expiration of equipment warranty. The new total amount for this three-year contract is \$297,434.01 (maintenance agreement over three (3) year period) from Stryker Medical (formerly Physio Control, Inc.) of Chicago, IL.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve an increase for year number two (2) on a Sole Source procurement for the Division of Emergency Service's Life Pak Monitors/Defibrillator Devices, AEDs, and Lucas CPR devices as presented. The motion passed unanimously (4-0).

9. SOLE SOURCE PROCUREMENT (PUR-1675) – MAINTENANCE AGREEMENT FOR STRYKER POWERLOAD STRETCHERS – YEAR TWO INCREASE

Brandi Kentner, Director, Purchasing, presented the request to approve an increase for year two (2) of the Sole Source procurement of a Maintenance Agreement for the Division of Emergency Services for Stryker Power Load Stretchers in the amount of \$13,342.62 from Stryker Sales Corporation (formally Physio Control, Inc.) of Chicago, IL. The original request was approved by the Board of County Commissioners of Washington County on March 5, 2024. Year two (2) pricing has increased due to additional equipment being added to the maintenance agreement. The final count of equipment for year number three (3) will be confirmed prior to the processing of the final year's payment and brought back before the board if it exceeds the initial approved amount.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve an increase for year two (2) of the Sole Source procurement for Stryker Power Load Stretchers as presented. The motion passed unanimously (4-0).

10. CONTRACT RENEWAL – SOLE SOURCE AWARD (PUR-1624) SCHOOL BASED HEALTH CENTERS

Brandi Kentner, Director, Purchasing, presented the request to renew the contract for a Sole Source procurement to Meritus Medical Center in the amount of \$278,235.00 for Operating expenses of School Based Health Centers operated at Western Heights Middle School and South Hagerstown High School.

Commissioner Cline, seconded by Commissioner Harvey, moved to approve to renew the contract for a Sole Source procurement to Meritus Medical Center for Operating expenses of School Based Health Centers as presented. The motion passed unanimously (4-0).

11. PROCLAMATION FOR PURCHASING MONTH

The Board of County Commissioners of Washington County presented a proclamation to Brandi Kentner, Director, and the members of the Washington County Purchasing Department for Purchasing Month.

12. FY25 BUDGET ADJUSTMENT – COUNTY ATTORNEY’S OFFICE

Kelcee Mace, Chief Technical Officer, presented the request to approve a budget transfer in the amount of \$290,630.00 from General Fund Department 11200 – General Operations to Department 10600 – County Attorney. the transfer of funds to pay technical consultants assisting with a Division of Environmental Management project. The transfer will come from the amount budgeted for premiums under the Time to Care Act that will not be required in FY25 and additional vacancy savings created from new positions that are not yet filled.

Commissioner Harvey seconded, by Commissioner Wagner, moved to approve the budget transfer for the County Attorney’s Office as presented. The motion passed unanimously (4-0).

STAFF COMMENTS

Dawn Marcus, County Clerk, presented the request to approve the reappointments of Richard Block and Mike Harsh, to serve a second, three-year term, from June 1, 2024, through May 31, 2027, on the Washington County Public Golf Corporation Board. This is not a paid board.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the appointments of Richard Block and Mike Harsh as presented. The motion passed unanimously (4-0).

Dawn Marcus, County Clerk, presented the request to approve the appointments of Attorney Brady Johnson, IV, to serve a first, full three-year term, from April 1, 2025, through March 31, 2028, as the Attorney Representative on the Adult Public Guardianship Review Board. This is not a paid board.

Commissioner Harvey, seconded by Commissioner Wagner, moved to approve the appointment of Brady Johnson, IV as presented. The motion passed unanimously (4-0).

Michelle Gordon, County Administrator, shared that she attended the MACo legislative session in Annapolis. She attended the Maryland Municipal League meeting.

Andrew Eshleman, Director, Public Works; and Brandi Kentner, Director Purchasing, presented a request to sign the proposal for Natural Gas purchase once the price proposal is released.

Commissioner Wagner, seconded by Commissioner Cline, moved to approve the request to sign for the Natural Gas purchase as presented. The motion passed unanimously (4-0).

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed session at 10:20 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 individuals.

(1) Confidential personnel matters to be discussed:

- Appointment of County Staff Member to Assistant State Fire Marshal

To consult with counsel to obtain legal advice on a legal matter

(7). Providing legal advice to Board would violate attorney/client privilege.

- County Attorney’s Office to provide legal advice to Board re: provisions of contemplated code adoption and pending legal proceedings involving County.

To conduct collective bargaining negotiations or consider matters that relate to the negotiations (9)

- Discussion of contract negotiations with IAFF.

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

- Appointment of County Staff to Assistant State Fire Marshal;
- Adoption of Washington County Fire Code;
- Discussion of contract negotiations with IAFF; 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 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; Greg Cartrette, Director/Code Official, Permits and Inspections; R. David Hays, Director, Emergency Services; Dave Chisolm, Deputy Director, Emergency Services; and Eric Paltell, Counsel.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Wagner, moved to reconvene in open session at 11:49 a.m. The motion passed unanimously (4-0).

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Cline, moved to adjourn at 11:49 a.m. The motion passed unanimously (4-0).

BOARD OF COUNTY COMMISSIONERS ATTENDED A LUNCHEON WITH CARL ANDERTON, DIRECTOR OF RURAL ECONOMIC STRATEGY WITH THE MARYLAND DEPARTMENT OF COMMERCE AT THE GRILLE AT RUNWAYS, 18421 HENSON BOULEVARD, HAGERSTOWN, MARYLAND 21742 AT 12:30 P.M.



Dawn L. Marcus, County Clerk

