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BOARD OF COUNTY COMMISSIONERS

May 21, 2024

OPEN SESSION AGENDA

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
 CALL TO ORDER, *President John F. Barr*
 APPROVAL OF MINUTES: *May 7, 2024*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:15 AM STAFF COMMENTS
- 9:25 AM CITIZEN PARTICIPATION
- 9:45 AM CONTRACT AWARD (PUR-1669) COMPREHENSIVE HEALTH CARE
 SERVICES FOR INMATES
*Brandi Naugle, Buyer, Purchasing; Major Craig Rowe, Warden, Washington County
 Detention Center*
- BID AWARD (PUR-1682) – GROUNDS MAINTENANCE FOR VARIOUS
 COUNTY DEPARTMENTS
*Brandi Naugle, Buyer, Purchasing; George Sweitzer, Superintendent, Black Rock
 Golf Course*
- BID AWARD (PUR-1670) ELECTRICIAN SERVICES AT COUNTY FACILITIES
*Brandi Naugle, Buyer, Purchasing; Danny Hixon, Deputy Director, Buildings,
 Grounds & Facilities*
- 9:55 AM APPROVAL OF MODIFIED CHARGES, RENTALS, AND FEES AT THE
 HAGERSTOWN REGIONAL AIRPORT FOR FY2025
*Neil Doran, Director, Hagerstown Regional Airport; Kelcee Mace, Chief Financial
 Officer*
- 10:00 AM APPROVAL OF WATER AND SEWER RATES FY2025
*Mark Bradshaw, Director, Environmental Management; Kelcee Mace, Chief Financial
 Officer*
- 10:05 AM APPROVAL OF FY2025 OPERATING AND CAPITAL BUDGETS
Kelcee Mace, Chief Financial Officer
- 10:20 AM NATIONAL PUBLIC WORKS WEEK
Andrew Eshleman, Director, Public Works

10:30 AM PREVIOUSLY AUTHORIZED RUNWAY 09-27 LIGHTING & SIGNAGE PROJECT: APPROVAL OF PURCHASE ORDER AND TASK ORDER FOR ADCI CONSTRUCTION PHASE SERVICES
Andrew Eshleman, Director, Public Works

10:35 AM APPLICATION FOR ZONING TEXT AMENDMENT RZ-23-001
Jill Baker, Director, Planning and Zoning

10:55 AM APPLICATION FOR ZONING TEXT AMENDMENT RZ-23-003
Jill Baker, Director, Planning and Zoning

11:15 AM AGRICULTURE - FACES OF FARMING PRESENTATION
Leslie Hart, Development Specialist, Business and Economic Development

11:20 AM CLOSED SESSION (*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; To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; and To consult with counsel to obtain legal advice on a legal matter*)

12:00 PM RECONVENE IN OPEN SESSION

ADJOURNMENT



Agenda Report Form

Open Session Item

SUBJECT: Contract Award (PUR-1669) Comprehensive Health Care Services for Inmates

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Brandi Naugle, CPPO – Buyer, and Major Craig Rowe, Warden, Washington County Detention Center

RECOMMENDED MOTION: Move to award the contract to the lowest responsive, responsible proposer, for the total proposal based on a monthly average inmate population of 400. (Note: Pricing was requested for an additional 50 inmates over the Average Daily Population (ADP) of 450 for proposal evaluation purposes.)

REPORT-IN-BRIEF: Proposals were received from potential providers. On April 3, 2024, the Coordinating Committee met to review Qualifications & Experience / Technical Proposals for the subject services at the County Detention Center (the “Center”). The Committee determined that only one (1) provider was responsive to the County’s Request for Proposal to perform the subject services at the County Detention Center. The contract term is for one (1) year beginning July 1, 2024, with an option by the County to renew for up to four (4) additional consecutive one-year periods. Annual price increases or decreases to cover contract years two through five will be based upon the United States Daily Average Medical Cost Consumer Price Index (Medical Health Care Services Section), as published by the US Dept. of Labor. The adjustment for each year shall be calculated by comparing the Medical Health Care Services CPI of the previous August to the August figure in the current contract year.

This is a full-risk contract that includes:

- 1) all required medical services including hospitalization costs with no defined catastrophic limit (previously an aggregate of \$100,000.00 per contract year;
- 2) ambulance services that includes air transports, if required;
- 3) annual screening tests for tuberculosis and Hepatitis B vaccinations for Detention Center employees.

Advantages of contracted health care include: liability/risk transference; cost savings in services; improved quality of services/provision for court mandates; recruitment and retention of health care staff; control and accountability/centralization of services; provision of necessary supplies and equipment; and fewer time demands and less personal involvement required of the Warden, Sheriff, Deputies, etc. Contracted services began at the Detention Center in 1996.

The Center achieved National Commission on Correctional Health Care (NCCHC) Accreditation in June, 1997 and received re-accreditation in 1998,1999, 2001, 2004, 2007, 2010, 2014, 2017 and through the present health services provider (ConMed, Inc.) in 2020.

The RFP was advertised in the local newspaper, on the State's eMaryland Marketplace web site, and also on the County's web site. Thirty-six (36) firms/persons accessed the RFP document on-line from the County's web site. Nine (9) firms had representatives in attendance at the pre-proposal conference. The Coordinating Committee was comprised of the following members: County Sheriff (Committee Chairman Designee), County Buyer, the Center's Warden, the Center's Administrative Captain/Assistant Warden, and the Director of Core Services – Washington County Mental Health Authority.

DISCUSSION: N/A

FISCAL IMPACT: The amount of \$2,898,000.00 has been requested in the Detention Center's FY'25 budget (515285-10-11320) for these professional medical services. A budget transfer in the amount of \$955,910 was processed for the difference from 505905-10-91230 to 515285-10-11320.

CONCURRENCES: As recommended by the Coordinating Committee

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Open Session Item

SUBJECT: Bid Award (PUR-1682) - Grounds Maintenance for Various County Departments

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Brandi Naugle, CPPO, Buyer, Purchasing Department; George Sweitzer, Superintendent, Black Rock Golf Course

RECOMMENDED MOTION: Move to award the contract for Grounds Maintenance Chemicals for various county departments to the responsible, responsive vendor that met the specifications for each chemical item (as indicated on the Bid Tabulation) to Genesis Turfgrass of Glen Rock, PA.

REPORT-IN-BRIEF: The County accepted bids on May 1, 2024. The Invitation to Bid (ITB) was advertised on the State of Maryland's (eMMA) "*eMaryland Marketplace Advantage*" website, on the County's website, and in the local newspaper. Eleven (11) persons/companies registered/downloaded the bid document online. Four (4) bids were received. Three (3) of the four (4) bids submitted were deemed non-responsive due to the vendors not submitting the proper documents associated with this solicitation. This contract provides the needed chemicals for the Black Rock Golf Course, County Highway Department, and Department of Water Quality; the City of Hagerstown may utilize the contract. The contract term is one (1) year tentatively commencing July 1, 2024, and ending June 30, 2025.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted for the chemicals in various operating accounts.

CONCURRENCES: Public Works Director

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Matrix

PUR-1682
Grounds Maintenance Chemicals
for Black Rock Golf Course

Item No.	Item Description / Formulation	Estimated Annual Usage	Estimated Annual Usage/Case Type	Unit of Measure	Genesis Turfgrass, Inc. Glen Rock, PA		Helena Agri Enterprises, LLC Knoxville, MD	
					Unit Price	Total Price	Unit Price	Total Price
1	Acclaim Extra	2	2-Gallons	Gallon	\$714.50	\$1,429.00	\$670.00	\$1,340.00
2	Enclave	15	3 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$122.00	\$1,830.00	\$122.00	\$1,830.00
3	Propiconazole 14.3%	12/15	3 Cases / 4 x 1 Gallons / or 2 x 2.5 Gallons / 4 Gallons / or 5 Gallons per Case	Gallon	\$57.98	\$869.70	\$58.85	\$706.20
4	Propamocarb Hydrochloride 66.2%	40	20 Cases / 2 x 1 Gallons 2 Gallons per Case	Gallon	\$223.95	\$8,958.00	\$235.00	\$9,400.00
5	Bensumec – 4LF	25	5 Cases / 2 x 2.5 Gallons 5 Gallons per Case	Gallon	\$161.60	\$4,040.00	\$155.00	\$3,875.00 *
6	Thiophonate Methyl 46.2%	200	40 Cases / 2 x 2.5 Gallons 5 Gallons per Case	Gallon	\$39.90	\$7,980.00	\$39.00	\$7,800.00
7	Alumimum Tris WDG 80%	220	10 Cases / 4 x 5.5 lbs. 22 lbs. per Case	Pound	\$16.76	\$3,687.20 *	\$17.00	\$3,740.00
8	Crossbow	15	15 Gallons / 2 x 2.5 Gallons 5 Gallons per Case	Gallon	\$39.32	\$589.80	\$50.00	\$750.00
9	Chlorothalonil 54% 720 SFT	60	12 Cases / 2 x 2.5 Gallons 5 Gallons per Case	Gallon	\$28.40	\$1,704.00	\$29.85	\$1,791.00
10	Acelepryn 18.4%	24	6 Gallons / 2 Quart Bottle	Quart	\$568.75	\$13,650.00	\$1,137.50	\$27,300.00 *
11	Dylox 420 SL	20	4 Cases / 2 x 2.5 Gallons 5 Gallons per Case	Gallon	\$95.94	\$1,918.80	\$96.34	\$1,926.80
12	Fore WSP	432	9 Cases / 8 x 4 x 1.5 lbs. 48 lbs. per Case	Pound	No Bid	No Bid	\$9.10	\$3,931.20
13	Head Way	8	4 Cases / 2 x 1 Gallons 2 Gallons per Case	Gallon	\$536.00	\$4,288.00	\$536.00	\$4,288.00
14	Tebuconazole 38.7%	25	25 Gallons / 4 x 1 Gallons / 4 Gallons per Case / or 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$48.95	\$1,223.75	\$51.95	\$1,298.75

PUR-1682
Grounds Maintenance Chemicals
for Black Rock Golf Course

Item No.	Item Description / Formulation	Estimated annual Usage	Estimated Annual Usage / Case Type	Unit of Measure	Genesis Turfgrass, Inc. Glen Rock, PA		Helena Agri Enterprises, LLC Knoxville, MD	
					Unit Price	Total Price	Unit Price	Total Price
15	Imidacloprid 21.4%	20	20 Cases / 4 x 1 Gallons / 4 Gallons per Case	Case	\$182.00	\$3,640.00	\$45.45	\$909.00 *
16	PCNB 40%	30	6 Cases / 2 x 2.5 Gallons / 5 Gallon Case	Gallon	\$84.06	\$2,521.80	\$58.85	\$1,765.50 *
17	Lontrel	32	8 Gallons / 1 Quart Bottle	Quart	\$184.00	\$5,888.00	\$180.75	\$5,784.00
18	Trinexapac – Ethyl 11.3%	10	2 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$108.58	\$1,085.80	\$96.50	\$965.00
19	Prograss	45	9 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$192.40	\$8,658.00	\$191.10	\$8,599.50
20	Provaunt WDG	2	2 Cases / 4 x 72 oz.	Case	\$1,814.40	\$3,628.80	\$1,814.40	\$3,628.80
21	Glyphosate 41%	20	4 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$17.30	\$346.00	\$21.45	\$429.00
22	Mefenoxam 22.5%	40	40 Gallons / 2 x 1 Case / 2 Gallon Cases / or 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$360.00	\$14,400.00	\$275.45	\$11,018.00
23	Talstar	8	2 Cases / 8 Gallons / 4 x 1-Gallon 4 Gallons per Case	Gallon	\$26.00	\$208.00	\$53.00	\$424.00
24	Trimec Classic	20	20 Gallons / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$53.60	\$1,072.00	\$55.00	\$1,100.00
25	Paclobutrazol 22.3%	3	3 Gallons 2 x 1 Gallon Cases	Gallon	\$143.25	\$429.75	\$145.40	\$436.20
26	Phosguard	200	200 Gallons 2 x 2.5 Gallon Cases	Gallon	\$24.98	\$4,996.00	No Bid	No Bid
27	Bayleton FLO	40	40 Gallons / 4 x 1 Gallon / 4 Gallon Case / or 2 x 2.5 Gallon / 5 Gallons per Case	Gallon	No Bid	No Bid	\$786.00	\$31,440.00
28	Dismiss NXT	3	3 Cases / 4 x 60 Ounce Case	Case	\$1,960.00	\$5,880.00	\$1,960.00	\$5,880.00

PUR-1682
Grounds Maintenance Chemicals
for Black Rock Golf Course

Item No.	Item Description / Formulation	Estimated Annual Usage	Estimated Annual Usage / Case Type	Unit of Measure	Genesis Turfgrass, Inc. Glen Rock, PA		Helena Agri Enterprises, LLC Knoxville, MD	
					Unit Price	Total Price	Unit Price	Total Price
29	Fluazinam 40SC	40	40 Gallons / 2 x 2.5 Gallons / 5 Gallons per case	Gallon	\$288.00	\$11,520.00	\$255.00	\$10,200.00
30	Poa Constrictor	12	9 Gallons / 96 Ounce Bottles / 12 Bottles per Case	Bottle	\$129.83	\$1,557.96	No Bid	No Bid
31	Signature XTRA Stressgard	24	132 Pounds / 5.5 Pound Bottle	Bottle	\$210.40	\$5,049.60	\$210.40	\$5,049.60
32	Barricade	10	10 Gallons 4 x 1 Gallon Case	Gallon	\$166.50	\$1,665.00	\$166.50	\$1,665.00
33	Mancozeb	450	450 Pounds 12-Pound bags	Pound	\$6.08	\$2,736.00	\$5.55	\$2,497.50
34	Fairview Select	50	50 Gallon / 2 x 2.5 Gallon / 5 Gallons per Case	Gallon	\$165.70	\$8,285.00	No Bid	No Bid
35	Emerald	4	4 Cases / 0.49 Pound Packet / 10 Packet Case	Case	\$1,215.20	\$4,860.80	\$1,215.20	\$4,860.80
36	Prodiamine 40.7%	20	20 Gallons / 4 x 1 Gallon / 4 Gallon Case / or 2 x 2.5 Gallon / 5 Gallons per Case	Gallon	\$82.20	\$1,644.00	\$77.25	\$1,545.00
37	Iprodione 23.3%	60	12 Cases / 2 x 2.5 Gal / 5 Gallon Case	Gallon	\$62.38	\$3,742.80	\$68.00	\$4,080.00
38	Axoxystrobin 22.9%	20	5 Cases / 4 x 1 Gallons / 4 Gallons per Case	Gallon	\$156.00	\$3,120.00	\$152.84	\$3,056.80

**Corrected Calculations based on Unit Pricing*

Remarks / Exceptions:

Helena Agri Enterprises, LLC: Non-Responsive due to incorrect FOP.

#10 - 4 Gal. instead of 2 Quart Bottle/Unit of Measure Per 4 Gal. instead of Quart

#13 - Generic option - 4x1 gal Price/gal - \$260.00 Total - \$2080.00

#14 - 4 x 1 Gallons

#23 - Generic option - 4x1 gal Price/gal - \$40.00 Total - \$320.00

#36 - 2 x 2.5 Gallon

**PUR-1682
Grounds Maintenance Chemicals
for Black Rock Golf Course**

Item No.	Item Description / Formulation	Estimated annual Usage	Estimated Annual Usage / Case Type	Unit of Measure	Heritage Landscape Supply Group, Inc. McKinney, TX		Nutrien Ag Solutions Rosedale, MD	
					Unit Price	Total Price	Unit Price	Total Price
15	Imidacloprid 21.4%	20	20 Cases / 4 x 1 Gallons / 4 Gallons per Case	Case	\$45.47	\$909.40 *	\$46.67	\$933.40 *
16	PCNB 40%	30	6 Cases / 2 x 2.5 Gallons / 5 Gallon Case	Gallon	\$84.06	\$2,521.80	No Bid	No Bid
17	Lontrel	32	8 Gallons / 1 Quart Bottle	Quart	\$157.66	\$5,045.12	\$157.89	\$5,052.48
18	Trinexapac – Ethyl 11.3%	10	2 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$93.08	\$930.80	\$99.88	\$998.80
19	Prograss	45	9 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$174.14	\$7,836.30	\$177.50	\$7,987.50
20	Provaunt WDG	2	2 Cases / 4 x 72 oz.	Case	\$1,814.40	\$3,628.80	\$1,728.00	\$3,456.00
21	Glyphosate 41%	20	4 Cases / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$16.22	\$324.40	\$18.74	\$374.80
22	Mefenoxam 22.5%	40	40 Gallons / 2 x 1 Case / 2 Gallon Cases / or 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$342.79	\$13,711.60	\$327.45	\$13,098.00
23	Talstar	8	2 Cases / 8 Gallons / 4 x 1-Gallon 4 Gallons per Case	Gallon	\$37.17	\$297.36	\$37.99	\$303.92
24	Trimec Classic	20	20 Gallons / 2 x 2.5 Gallons / 5 Gallons per Case	Gallon	\$65.89	\$1,317.80	\$23.24	\$464.80
25	Paclobutrazol 22.3%	3	3 Gallons 2 x 1 Gallon Cases	Gallon	\$92.93	\$278.79	\$158.88	\$476.64
26	Phosguard	200	200 Gallons 2 x 2.5 Gallon Cases	Gallon	No Bid	No Bid	\$23.99	\$4,798.00
27	Bayleton FLO	40	40 Gallons / 4 x 1 Gallon / 4 Gallon Case / or 2 x 2.5 Gallon / 5 Gallons per Case	Gallon	No Bid	No Bid	\$169.23	\$6,769.20
28	Dismiss NXT	3	3 Cases / 4 x 60 Ounce Case	Case	\$2,360.00	\$7,080.00	\$1,960.00	\$5,880.00

PUR-1682
Grounds Maintenance Chemicals
for Black Rock Golf Course

Item No.	Item Description / Formulation	Estimated Annual Usage	Estimated Annual Usage / Case Type	Unit of Measure	Heritage Landscape Supply Group, Inc. McKinney, TX		Nutrien Ag Solutions Rosedale, MD	
					Unit Price	Total Price	Unit Price	Total Price
29	Fluazinam 40SC	40	40 Gallons / 2 x 2.5 Gallons / 5 Gallons per case	Gallon	\$245.48	\$9,819.20	\$229.20	\$9,168.00
30	Poa Constrictor	12	9 Gallons / 96 Ounce Bottles / 12 Bottles per Case	Bottle	\$83.72	\$1,004.64 *	\$117.15	\$1,405.80
31	Signature XTRA Stressgard	24	132 Pounds / 5.5 Pound Bottle	Bottle	\$210.40	\$5,049.60	\$210.50	\$5,052.00
32	Barricade	10	10 Gallons 4 x 1 Gallon Case	Gallon	\$166.50	\$1,665.00	\$166.50	\$1,665.00
33	Mancozeb	450	450 Pounds 12-Pound bags	Pound	\$5.43	\$2,443.50	\$4.99	\$2,245.50
34	Fairview Select	50	50 Gallon / 2 x 2.5 Gallon / 5 Gallons per Case	Gallon	No Bid	No Bid	No Bid	No Bid
35	Emerald	4	4 Cases / 0.49 Pound Packet / 10 Packet Case	Case	\$1,215.20	\$4,860.80	\$1,215.20	\$4,860.80
36	Prodiamine 40.7%	20	20 Gallons / 4 x 1 Gallon / 4 Gallon Case / or 2 x 2.5 Gallon / 5 Gallons per Case	Gallon	\$66.72	\$1,334.40	\$72.99	\$1,459.80
37	Iprodione 23.3%	60	12 Cases / 2 x 2.5 Gal / 5 Gallon Case	Gallon	\$62.84	\$3,770.40	\$62.22	\$3,733.20
38	Axoxystrobin 22.9%	20	5 Cases / 4 x 1 Gallons / 4 Gallons per Case	Gallon	\$143.55	\$2,871.00	\$123.07	\$2,461.40

**Corrected Calculations based on Unit Pricing*

Remarks / Exceptions:

Heritage Landscape Supply Group, Inc: Non-Responsive due to incorrect FOP.

#25 - paclobutrazol alternate PACLO PRO 4X1G

#29 - fluzzinam 40sc alternate Quali-Pro Flexguard 2x1ga

#38 - azoxystrobin 22.9% alternate QUALI-PRO STROBE 2L 2x1ga (figured for 10 cases)

Nutrien ag Solutions: Non-Responsive due to incorrect FOP.



Agenda Report Form

Open Session Item

SUBJECT: Bid Award (PUR-1670) Electrician Services at County Facilities

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Brandi Naugle, CPPO, Buyer, Purchasing Department; Danny Hixon, Deputy Director, Buildings, Grounds and Facilities

RECOMMENDED MOTION: Move to award the bid for Electrician Services to the responsible, responsive bidder, MEC, Inc. Electrical Services of Hagerstown, MD who submitted the lowest total base bid in the amount of \$61,450 based on the hourly rates/formula contained in its bid dated May 7, 2024. The County sets the percentage markup for repair parts and materials billed at cost plus a percentage at fifteen (15%) percent.

REPORT-IN-BRIEF:

This contract is for electrician services to be provided on an as-needed basis. The contractor shall provide all permits, equipment, labor, supplies, tools, transportation, and landfill user fees necessary for service and repairs to all electrical equipment and systems. In addition to Washington County facilities, services are also provided to the Washington County Health Department, The Housing Authority of Washington County, the Washington County Museum of Fine Arts, and the Washington County Commission on Aging.

The contract is a one (1) year contract tentatively commencing July 1, 2024, with an option by the County to renew for up to four (4) additional one (1) year periods. In addition to the County facilities, the Washington County Health Department, Children's Village, Museum of Fine Arts, County Housing buildings, and Washington County Free Library are also included in this contract.

On May 8, 2024, the County accepted bids for electrician services as shown on the attached Bid Tabulation Matrix. The bid was advertised in the local newspaper, on the County's web site, and on the State of Maryland's web site "*eMaryland Marketplace*." Nineteen (19) persons/companies registered/downloaded the bid document on-line and three (3) bids were received.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in various departmental budget line item accounts for these services.

CONCURRENCES: Division Director of Public Works

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Matrix

AUDIO/VISUAL NEEDS: N/A

PUR-1670
Electrician Services at County Facilities

	JS Electric, LLC Williamsport, MD	Kube Electric Company, Inc. Williamsport, MD	MEC, Inc. Electrical Services Hagerstown, MD
	<u>HOURLY RATE</u>	<u>HOURLY RATE</u>	<u>HOURLY RATE</u>
Regular Working Hours - Routine			
Master Electrician (Hourly Rate)	\$65.00	\$46.00	\$50.00
Journeyman Electrician (Hourly Rate)	\$47.25	\$46.00	\$42.00
Apprentice Electrician (Hourly Rate)	\$31.50	\$27.00	\$25.00
Evenings and Saturdays - Emergency			
Master Electrician (Hourly Rate)	\$85.00	\$67.00	\$69.00
Journeyman Electrician (Hourly Rate)	\$65.00	\$67.00	\$61.25
Apprentice Electrician (Hourly Rate)	\$40.00	\$40.00	\$36.50
Sunday and Holidays - Emergency			
Master Electrician (Hourly Rate)	\$85.00	\$67.00	\$69.00
Journeyman Electrician (Hourly Rate)	\$65.00	\$67.00	\$60.50
Apprentice Electrician (Hourly Rate)	\$40.00	\$40.00	\$36.50
Consulting and Design Service (Hourly Rate)	\$75.00	\$72.50	\$75.00

PUR-1670
Electrician Services at County Facilities

	JS Electric, LLC Williamsport, MD	Kube Electric Company, Inc. Williamsport, MD	MEC, Inc. Electrical Services Hagerstown, MD
TOTAL BASE BID FORMULA			
600 Hours x Hourly Regular Master Electrician Labor Rate	\$39,000.00	\$27,600.00	\$30,000.00
600 Hours x Hourly Regular Journeyman Electrician Labor Rate	\$28,350.00	\$27,600.00	\$25,200.00
Plus 250 Hours x Hourly Regular Apprentice Electrician Labor Rate	\$18,900.00	\$6,750.00	\$6,250.00
TOTAL BASE BID	\$86,250.00	\$61,950.00	\$61,450.00

**Corrected Calculations Based on Unit Pricing*

Remarks / Exceptions:

Repair parts and materials not included herein shall be billed at cost plus, fifteen (15%)



Open Session Item

SUBJECT: Approval of Modified Charges, Rentals, and Fees at the Hagerstown Regional Airport for FY2025

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Neil Doran, Airport Director; Kelcee Mace, Chief Financial Officer

RECOMMENDED MOTION: To adopt the proposed rates and charges for FY2025.

REPORT-IN-BRIEF: The Board of County Commissioners conducted a public hearing on May 7, 2024, and heard public testimony, if any, concerning the proposed modification of charges, rentals, and fees at the Hagerstown Regional Airport for FY2025.

DISCUSSION: An approximately 4% increase in T-Hangar rental charges is necessary to maintain compliance with fair market value grant assurance required by the FAA as well as aging facilities and operations. The addition of terminal ground parking fees will aid in keeping the airport as self-sustaining as possible.

FISCAL IMPACT: Based on the proposed rate schedule, approximately \$21,110 in additional revenue will be generated from T-Hangar rental charges.

CONCURRENCES: N/A

ALTERNATIVES: N/A.

ATTACHMENTS: Proposed schedule of rates and charges for FY25; Resolution

AUDIO/VISUAL NEEDS: N/A



PROPOSED RATES & CHARGES FOR FY 2025
HAGERSTOWN REGIONAL AIRPORT - *Richard A. Henson Field*
To be effective July 1, 2024

HANGARS	CURRENT	PROPOSED
Small Single Engine Hangars	4%	
T-Hangar Buildings 8, 10, 11 & 12	\$291.00 /month	\$303.00 /month
T-Hangar Buildings 6 & 7	\$276.00 /month	\$287.00 /month
Old T-Hangars, paved floor	\$192.00 /month	\$200.00 /month
Old T-Hangars, stone floor	\$174.00 /month	\$181.00 /month
T-Hangar 2-J	\$164.00 /month	\$171.00 /month
Large Multi-Engine Hangars		
	4%	
T-Hangar Building 4-B	\$1,094.00 /month	\$1,138.00 /month
T-Hangar Buildings 8 & 9	\$365.00 /month	\$380.00 /month
T-Hangar Building 7	\$348.00 /month	\$362.00 /month
T-Hangar 2-A	\$547.00 /month	\$569.00 /month
T-Hangar 4-D	\$597.00 /month	\$621.00 /month
T-Hangar 4-G	\$644.00 /month	\$670.00 /month
T-Hangar 7-I	\$471.00 /month	\$490.00 /month
Hangar 13A, B & C	\$597.00 /month	\$621.00 /month
Hangar Offices		
	4%	
T-Hangar Buildings 1-8	\$137.00 /month	\$142.00 /month
T-Hangar Buildings 9,10, 11 & 12	\$181.00 /month	\$188.00 /month
T-Hangar Office 1-A	\$531.00 /month	\$552.00 /month
T-Hangar Office 7-H	\$558.00 /month	\$580.00 /month
T-Hangar Office 4-C	\$190.00 /month	\$198.00 /month
Utilities for T-Hangar Office 4-C	\$33.00 /month	\$34.00 /month
T-Hangar Office 10-A	\$192.00 /month	\$200.00 /month
T-Hangar Office 11-A	\$201.00 /month	\$209.00 /month
T-Hangar Office 12-N	\$148.00 /month	\$154.00 /month
Combination Office and Hangar		
	4%	
Hangar 4-A and Hangar 4-H	\$733.00 /month	\$762.00 /month
Office 7-A and Hangar 7-B	\$615.00 /month	\$640.00 /month
Office 8-8 and Hangar 8-7	\$683.00 /month	\$710.00 /month
Commercial Office 8-L		
	\$205.00 /month	\$213.00 /month
Corporate Hangar & Office Multi-Unit Complex:		
	/combined	
	\$2,977.00 monthly	\$3,096.00 /combined monthly



MONTHLY AIRCRAFT TIE-DOWN / RAMP PARKING FEES

Applies to Based Aircraft with signed tie-down or ramp parking lease

MONTHLY		
	2024	2025
Grass (adjacent to Taxiway Papa)	\$69.00	\$69.00
Single Engine Piston	\$99.00	\$99.00
Twin Engine Piston	\$145.00	\$145.00
Turboprop	Negotiated by Airport Director	Negotiated by Airport Director
Small Jet - Class 1/2	Negotiated by Airport Director	Negotiated by Airport Director
Medium Jet - Class 3/4	Negotiated by Airport Director	Negotiated by Airport Director
Large Aircraft - Class 5/6	Negotiated by Airport Director	Negotiated by Airport Director

TRANSIENT RAMP FEES / OVERNIGHT AIRCRAFT PARKING FEES

Note: Applicable to short-term, transient visitor parking on airport-owned aprons not leased to other entities such as portions of East Apron, Terminal Apron and Firehouse Apron. Does not apply to airport tenants, customers and users of separately leased areas such as Rider Jet Center FBO, Plane Care, SNC, etc. Rates and charges of the Rider Jet Center FBO are not included in this fee schedule.

	2024	2025
Single Engine Piston	\$15.00	\$15.00
Twin Engine Piston	\$20.00	\$20.00
Turboprop	\$100.00	\$100.00
Small Helicopter (< 20,000 lbs MGTOW)	\$24.00	\$24.00
Large Helicopter (> 20,000 lbs MGTOW)	\$100.00	\$100.00
Small Jet - Class 1/2	\$200.00	\$200.00
Mid-Sized Jet - Class 3/4	\$300.00	\$300.00
Large Jet - Class 5	\$400.00	\$400.00
Large Aircraft - Class 6	\$450.00	\$450.00

LANDING FEES

Class	MGTOW in lbs	2024	2025
1	6,500 - 10,999	\$15.00	\$15.00
2	11,000 - 15,999	\$30.00	\$30.00
3	16,000 - 33,999	\$50.00	\$50.00
4	34,000 - 65,000	\$100.00	\$100.00
5	66,000 - 99,999	\$150.00	\$150.00
6	100,000 - up	\$200.00	\$200.00

^Note: Landing fees do not apply to locally-based, state, federal or military aircraft and those under 6,499 lbs MGTOW.

MGTOW = refers to an aircraft's Maximum Gross Take Off Weight

TERMINAL GROUND VEHICLE PARKING FEE

	2024	2025
Terminal (Ground) Vehicle - Secured Parking Lot Use Fee^^:	\$0.00	0 - 60 minutes - Free Daily Max Fee - \$5.00

^^Applicable unless separate agreements exist governing a price paid to the airport for use of parking spaces, such as by Rental Car Concessionaires.

RESOLUTION NO. RS-2024-

***(Modification to Charges, Rentals, and Fees
at the Hagerstown Regional Airport)***

RECITALS

Pursuant to Section 5-416, Transportation Article, Annotated Code of Maryland (to which all references herein shall be made), the State of Maryland has granted to political subdivisions of the State the power and authority to establish or operate any airport, airport facility, or air and navigation facility.

Pursuant to Section 5-416, the Board of County Commissioners of Washington County, Maryland (the "Board"), owns and operates the Hagerstown Regional Airport - Richard A. Henson Field (the "Airport").

Section 5-418 provides that any political subdivision that acquires, leases, controls, or sets apart any property for an airport, airport facility, or air navigation facility may:

- (1) Establish and operate the airport or facility;
- (2) Lease or grant to any person, on the terms and conditions it considers proper, any right or interest in the airport or facility;
- (3) Fix any charges, rentals, or fees for the use of the airport or facility and for any right or interest granted to any person under this section; and
- (4) Delegate any of its powers under this section to any suitable officer or agency of the political subdivision and, for this purpose, create any new agency or unit.

Proposed rate changes were advertised, and a public hearing was held by the Board on Tuesday, May 7, 2024, following due notice and advertisement of said proposed rate changes.

Following public comment which was received, reviewed, and considered concerning the proposed rate changes, the Board finds the same to be in the best interests of the citizens of the County and therefore adopts the rates as set forth in the attached Proposed Rates & Charges for FY2025, effective July 1, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board that the charges, rentals, and fees as set forth in the attached Proposed Rates & Charges for FY2025 are hereby adopted.

Adopted this ____ day of May, 2024.

Effective the 1st day of July, 2024.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

John F. Barr, President

Approved as to form and
legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Washington County Attorney's Office
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740



Open Session Item

SUBJECT: Approval of Water and Sewer Rates FY2025

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Mark Bradshaw, Director, Environmental Management; Kelcee Mace, Chief Financial Officer

RECOMMENDED MOTION: To adopt the proposed water and sewer rate schedule for FY2025-FY2027.

REPORT-IN-BRIEF: The Board of County Commissioners conducted a public hearing on May 7, 2024, and heard public testimony, if any, concerning the proposed modification of water and sewer rates.

DISCUSSION: Water and Sewer revenue requirements show that an increase in water and sewer rates is necessary to facilitate the Department of Water Quality's long-range financial plans. The presented rate schedule provides rates for the next three years. Having set rates for multiple years will provide clear directions for the budget in those years as well as letting rate payers know what to expect.

FISCAL IMPACT: Rate changes project a revenue impact of \$562,000 for Sewer and \$48,000 for Water for FY2025.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Summary of Proposed Schedule of Utility Rates for FY2025 – FY2027; Resolution

AUDIO/VISUAL NEEDS: N/A

Washington County, Maryland
 Department of Water Quality
 Proposed Rates for FY25, FY26, FY27

Sewer Rates

Retail Classes	Current FY24 Quarterly Rates	FY25 Proposed Quarterly Rates	FY26 Proposed Quarterly Rates	FY27 Proposed Quarterly Rates	Average Yearly Increase	
					%	\$
<u>Base for 6,000 gal</u>						
Res Full Service	132.92	140.90	145.90	151.07	4.6%	6.05
Comm I Full Service	137.98	146.26	152.25	158.49	5.0%	6.84
Comm II Full Service	140.76	149.21	155.33	161.70	5.0%	6.98
Comm III Full Service	140.76	149.21	155.33	161.70	5.0%	6.98
Volunteer Service	132.92	140.90	146.90	152.72	5.0%	6.60
Res/Comm Coll Ser	62.13	64.50	67.24	70.64	4.6%	2.84
<u>Volume per 1,000 gal</u>						
Res Full Service	8.14	8.63	8.93	9.24	4.5%	0.37
Comm I Full Service	8.69	9.60	9.94	10.29	6.1%	0.53
Comm II Full Service	9.88	10.18	10.70	11.25	4.6%	0.46
Comm III Full Service	6.79	10.18	10.70	11.25	21.9%	1.49
Volunteer Service	8.14	8.63	8.98	9.34	4.9%	0.40
Res/Comm Coll Ser	n/a	n/a	n/a	n/a	n/a	n/a
<u>Non-metered Accounts</u>	181.71	192.68	199.48	206.51	4.5%	8.27

Wholesale Class	Current FY24 Per 1,000 Gal Rates	FY25 Proposed Per 1,000 Gal Rates	FY26 Proposed Per 1,000 Gal Rates	FY27 Proposed Per 1,000 Gal Rates	Average Yearly Increase	
					%	\$
All Wholesale Customers	8.02	8.22	8.51	8.81	3.3%	0.26

Miscellaneous	Deduct Meter Fee - \$25.00 per quarter
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Charge for 12,000 gal Per Quarter - Average Residential Customer

	<u>FY24</u> <u>Current</u>	<u>FY25</u> <u>Proposed</u>	<u>FY26</u> <u>Proposed</u>	<u>FY27</u> <u>Proposed</u>	Average Yearly Increase	
					%	\$
Base Charge (6,000 gal)	132.92	140.90	145.90	151.07	4.6%	6.05
Vol Charge (6,000 gal)	48.79	51.78	53.58	55.44	4.5%	2.22
Total bill	181.71	192.68	199.48	206.51	4.5%	8.27

Washington County, Maryland
 Department of Water Quality
 Proposed Rates for FY25, FY26, FY27

Water Rates

Retail Classes	Current FY24 Quarterly Rates	FY25 Proposed Quarterly Rates	FY26 Proposed Quarterly Rates	FY27 Proposed Quarterly Rates	Average Yearly Increase	
					%	\$
<u>Base for 6,000 gal</u>						
Res Full Service	108.35	115.30	121.12	127.23	5.8%	6.29
Comm I Full Service	108.43	117.90	124.50	132.00	7.2%	7.86
Comm II Full Service	154.65	158.65	166.66	175.07	4.4%	6.81
Volunteer Service	108.35	115.30	121.76	129.10	6.4%	6.92
<u>Volume per 1,000 gal</u>						
Res Full Service	13.61	14.22	14.93	15.68	5.1%	0.69
Comm I Full Service	12.47	12.47	13.17	13.92	3.9%	0.48
Comm II Full Service	11.24	11.24	11.80	12.39	3.4%	0.38
Volunteer Service	13.61	14.22	15.03	15.79	5.3%	0.73
<u>Non-metered Accounts</u>	190.01	200.62	210.70	221.31	5.5%	10.43

Charge for 12,000 gal Per Quarter - Average Residential Customer

	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>	<u>FY27</u>	Average Yearly Increase	
	<u>Current</u>	<u>Proposed</u>	<u>Proposed</u>	<u>Proposed</u>	<u>%</u>	<u>\$</u>
Base Charge (6,000 gal)	108.35	115.30	121.12	127.23	5.8%	6.29
Vol Charge (6,000 gal)	81.66	85.32	89.58	94.08	5.1%	4.14
Total bill	190.01	200.62	210.70	221.31	5.5%	10.43



Washington County

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DIVISION OF

ENVIRONMENTAL MANAGEMENT

WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2025 EFFECTIVE JULY 1, 2024

FULL-SERVICE SEWER & WATER RATES		
Base for 6,000 gal Per Account	Quarterly Sewer Rates	Quarterly Water Rates
Residential Full Service	\$140.90	\$115.30
Commercial I Full Service	\$146.26	\$117.90
Commercial II Full Service	\$149.21	\$158.65
Commercial III Full Service	\$149.21	N/A
Volunteer Service	\$140.90	\$115.30
Volume per 1,000 gal	Quarterly Sewer Rates	Quarterly Water Rates
Residential Full Service	\$8.63	\$14.22
Commercial I Full Service	\$9.60	\$12.47
Commercial II Full Service	\$10.18	\$11.24
Commercial III Full Service	\$10.18	N/A
Volunteer Service	\$8.63	\$14.22

CITY / COUNTY JOINT SERVICE SEWER AREA	
Residential/Commercial Collection Service	\$64.50 - per quarter - <i>All additional charges are from the City of Hagerstown</i>

MISC. FEES	
Non-Metered Sewer Charge	\$192.68 - per quarter
Non-Metered Water Charge	\$200.62 - per quarter
Sewer Wholesale (Per 1,000 gallons)	\$8.22
Deduct Meter Fee	\$25 - per quarter

BAY RESTORATION FUND FEE	
Residential	\$15 - per quarter
Commercial	The Fee will be calculated based on water usage or wastewater generated, converted into EDU's and billed at the rate of \$5 per month per EDU

DELINQUENT ACCOUNT SEWER & WATER BILLING FEES	
Maintenance fee for delinquent account	\$30 Assessed when the account is not paid within the 10-day period following the late notice.
Service Disconnect or Reconnect	\$50
Service Disconnect or Reconnect <i>(non-business hours)</i>	\$75



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DIVISION OF
ENVIRONMENTAL MANAGEMENT
 WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2025 EFFECTIVE JULY 1, 2024

ALLOCATION FEES	
Joint Sewer Service Connection Fee	\$2500 <i>Sewer service connection fee for areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn.</i>
Allocation Fee for Sewer Service Connection	\$7,200
Allocation Fee for Water Service Connection	\$2,700
Meter Fee for Water	\$325 <i>This fee is in addition to the Allocation Fee for Water Service and is the direct cost of the water meter. Price is subject to change depending on the direct cost of the meter.</i>
Infrastructure Management Program Fee	\$400 per Sewer EDU <i>This fee is in addition to the Allocation Fee for Sewer Service and is to help fund the cost of the emergency alarm communications system infrastructure.</i>
Infrastructure Development Fee	\$1,000 per Sewer EDU <i>This fee is in addition to the Allocation Fee for Sewer Service.</i>
Cedar Springs Infrastructure Development Fee	\$1,000 per acre or per Sewer EDU, whichever is greater <i>This fee is in addition to the Allocation Fee for Sewer Service and is only for sewer connections that flows to the Cedar Springs Pump Station.</i>

ADMINISTRATIVE FEES	
Design Review Fees - Drawings	
One/two lot simplified subdivision plat	\$25
Multiple lot subdivision development plan or preliminary	\$25 (per drawing)
Multiple lot subdivision combined Preliminary/Final	\$100 (per drawing)
Multiple lot subdivision - final plat(s)	\$25 (per set of drawings)
Architectural/Technical	\$150 (per drawing)
Design Review Fees - Specification Water	
Water distribution	\$100 (per set)
Water Supply, Treatment or Storage	\$150 (per set)
Booster pump station	\$150 (per set)
Design Review Fees - Specification Sewer	
Sewer Collection - Gravity all types	\$100 (per set)
Sewer Collection – Pressure	\$150 (per set)
Sewage Pump Station	\$150 (per set)
Sewage Treatment Plant (all sizes)	\$200 (per set)
Permits	
Filing of and tracking of each NPDES, MDE and SHA Permits	\$25



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DIVISION OF ENVIRONMENTAL MANAGEMENT

WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2025 EFFECTIVE JULY 1, 2024

LABORATORY ANALYSIS			
SAMPLE COLLECTION		\$25 - Per Sample <i>(Specialty samples require additional charges)</i>	
ORGANIC ANALYSIS			
*FORMALDEHYDE	\$225	*PAINT FILTER TEST	\$13
TOTAL ORGANIC CARBON	\$30	*SEMI-VOLATILES (EPA 625 & EPA 525)	\$170
*TCLP, HERBICIDES	\$100	*ACID/BASE NEUTRALS (EPA 8260)	\$225
*TCLP, PESTICIDES	\$100	*PESTICIDES & PCB's (EPA 608)	\$80
*TCLP, SEMIVOLATILES	\$250	*HERBICIDES	\$125
*TCLP, VOC'S	\$120	*BTEX	\$50
*VOLATILE ORGANICS (EPA 524 or EPA 624)	\$100	*MTBE	\$50
TTO's VOC, Semi Volatiles, Dioxin, Pest. and Herb.	\$645	*TPH	\$50
TRICHALOMETHANES	\$55	HALOACETIC ACIDS (HAA5)	\$90
PESTICIDE / PCBs 508	\$250	BTEX OR MTBE Method 602	\$50
*DIOXIN	\$300	*GROSS BETA + GROSS ALPHA	\$80
HERBICIDES	\$125	*IGNITABILITY TEST ON SOLID	\$20
*CHLOROFORM	\$80		
INORGANIC ANALYSIS			
ACIDITY	\$15	NITRATE+NITRITE	\$16
ACID/ALKALINITY	\$25	*ODOR	\$15
ALKALINITY	\$17	OIL & GREASE	\$38
AMMONIA NITROGEN	\$16	ORTHO PHOSPHORUS	\$19
BIOCHEMICAL OXYGEN DEMAND (BOD)	\$25	PH (CORROSIVITY)	\$6
CALCIUM	\$14	SETTLABLE SOLID	\$10
CHEMICAL OXYGEN DEMAND (COD)	\$35	SULFATE	\$24
CHLORINE (FREE OR TOTAL)	\$8	SULFIDE	\$24
CHLORIDE	\$22	SULFITE	\$24
*COLOR	\$15	*SURFACTANTS	\$50
S. CONDUCTANCE	\$11	TOTAL DISSOLVED SOLIDS (TDS)	\$20
T. CO2	\$15	TOTAL KJELDAHL NITROGEN	\$22
T. CO2 & BI-CARBONATE (BY NOMOGRAPH)	\$18	TOTAL PHOSPHORUS	\$22
*CYANIDE	\$35	TOTAL SOLIDS	\$15
DISSOLVED OXYGEN	\$8	TOTAL SUSPENDED SOLIDS (TSS)	\$12
FLUORIDE	\$19	TOTAL TOXICITY (MICROTOX)	\$50
HARDNESS	\$13	TURBIDITY	\$8
*HEXAVALENT-CHROMIUM	\$25	VOLATILES SOLIDS (INCLUDING TS)	\$20
*PHENOL	\$25	POT ASH (POTASSIUM & CALCULATION)	\$30
*FLASHPOINT	\$25	TOTAL N (TKN+NO3+NO2)	\$38
ORTHO-PHOSPHOROUS	\$19	PERCENT SOLIDS	\$16
NITRATE	\$16	*Subcontracted test - price may change, as contracted	



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WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2025 EFFECTIVE JULY 1, 2024

LABORATORY ANALYSIS FEES			
METAL ANALYSIS BY FLAME AA (Parts Per Million) & GRAPHITE FURNACE AA (Parts Per Billion)			
ALUMINUM	\$12	NICKEL (FLAA/GFAA)	\$12/\$24
*ANTIMONY	\$12/\$24	POTASSIUM (FLAA)	\$12/\$24
ARSENIC (GFAA)	\$12/\$24	SELENIUM (GFAA)	\$12/\$24
BARIUM (FLAA/GFAA)	\$12/\$24	SILICON (FLAA/GFAA)	\$12/\$24
CADMIUM (FLAA/GFAA)	\$12/\$24	SILVER (FLAA/GFAA)	\$12/\$24
CHROMIUM (FLAA/GFAA)	\$12/\$24	*TCLP, METALS	\$50
COPPER (FLAA/GFAA)	\$12	*TIN	\$12
IRON (FLAA)	\$12	*TITANIUM	\$12
LEAD (FLAA/GFAA)	\$12/\$24	*VANADIUM	\$12
MAGNESIUM (FLAA)	\$12/\$24	ZINC (FLAA/GFAA)	\$12
MANGANESE (FLAA/GFAA)	\$12/\$24	SAMPLE PREP. DISSOLVED METALS	\$10
MERCURY (COLD VAPOR)	\$24	SAMPLE PREP. FOR METAL DIGESTION	\$25
MOLYBDENUM	\$12	*Subcontracted test - price may change, as contracted	
MICROBIOLOGY			
CRYPTOSPORIDIUM / GIARDIA	\$850	SAMPLE DILUTION	\$10
E. COLI/FECAL COLIFORM (MPN, EC, MUG)	\$35	TOTAL COLIFORM/E. COLI COLILERT COUNT	\$35
HETEROTROPHIC PLATE COUNT	\$35	TOTAL COLIFORM/E. COLI - PRESENT/ABSENT	\$35
RUSH SAMPLE FEE FOR POSITIVE TEST	\$20	TOTAL COLIFORM (MPN)	\$35
WASTEWATER INDUSTRIAL PRETREATMENT PROGRAM PERMIT FEES			
Permit Application Fees			
Significant Industrial User	\$300 <i>Flows greater than 25,000 gal/day or deemed significant by MDE</i>		
Non-Significant Industrial User	\$150 <i>Flows less than 25,000 gal/day</i>		
Permit Maintenance Fees			
<i>Fees are based upon industrial process wastewater flow and are collected on an annual basis</i>			
Less than 1,000 gal/day	\$250		
1,000 to 9,999 gal/day	\$500		
10,000 to 25,000 gal/day	\$1,000		
Greater than 25,000 gal/day	\$2,000		
WASTEWATER SLUDGE PROCESSING FEES (Sludge Dewatering)			
Sludge less than 4% solids	\$0.06 per gal with a minimum charge for 1,000 gal		
Sludge between 4% to 7% solids	\$0.06 per gal with a min charge for 1,000 gallons, plus landfill tipping fee		
Sludge greater than 7%	Unable to process		



Washington County

M A R Y L A N D

DIVISION OF

ENVIRONMENTAL MANAGEMENT

WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2025

EFFECTIVE JULY 1, 2024

DEFINITIONS

Allocation Fee for Sewer / Water Service Connection - A reservation for a building, residence or project to draw a prescribed amount of water from the drinking water system and/or to discharge a prescribed amount of flow to the sewer system. This fee helps offset the capital costs of new treatment facilities, water distribution lines, water tanks, sewer capacity expansion improvements, etc. The Allocation Fee for Sewer / Water Service Connections is charged on an Equivalent Dwelling Unit (EDU) basis projected for the project.

Base for 6000 gal Per Account - All Washington County full-service sewer and/or drinking water customers are charged a base fee every quarter. The fee includes the cost of infrastructure to provide water and/or sewer services and the operating costs associated with providing that service. These are fixed costs to serve each customer no matter how much wastewater is produced or water drinking water is consumed. Customers are also charged a volume fee for every 1000 gallons over the 6000-gallon base.

Bay Restoration Fund / BRA Fee - Senate Bill 320 (Bay Restoration Fund) was signed into law on May 26, 2004. The Chesapeake Bay has experienced a decline in water quality due to over enrichment of nutrients (mainly phosphorus and nitrogen). Effluent from wastewater treatment plants is one of the top three major contributors of nutrients entering the Bay (urban and agricultural runoffs are the other two). The purpose of the bill is to create a dedicated fund, financed by wastewater treatment plant users, to upgrade Maryland's wastewater treatment plants with enhanced nutrient removal (ENR) technology so they are capable of achieving wastewater effluent quality of 3 mg/l total nitrogen and 0.3 mg/l total phosphorus. The signing of this bill initiated Maryland's efforts to further reduce nitrogen and phosphorus loading in the Bay by over 7.5 million pounds of nitrogen per year and over 260 thousand pounds of phosphorus per year, which represent over one-third of Maryland's commitment under the Chesapeake Bay 2000 Agreement.

Cedar Springs Infrastructure Development Fee - The Cedar Spring Pump station was funded by the general fund. This fee is applied directly to the general fund.

City / County Joint Service Sewer Area - Sewer service areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn. Washington County is responsible for the sewer pipes / pumping stations and Hagerstown is responsible for the sewer treatment. The sewer flow goes to Hagerstown's treatment plant.

Commercial I - Commercial customers (2 EDU's)

Commercial II - Commercial customers (3 or more EDU's)

Deduct Meter Fee - Metered water that does not enter the sewer system and is not conveyed to the treatment plant. For example, fountain soda machines at a convenience stores. The meter is read quarterly and deducted from the sewer bill.

EDU - The Equivalent Dwelling Unit is a unit of measure used to equate flow demand to an equivalent of one single family home. An Equivalent Dwelling Unit is assumed to be equal to 200 gallons each per day of water use and sanitary sewage production.

Infrastructure Management Program Fee - This fee provides for upgrades to the wireless communications infrastructure on Washington County owned sewer systems (Emergency Alarms & Communications).

Joint Sewer Service Connection Fee - Sewer service connection fee for areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn. This fee helps offset the capital costs of upgrading the sewer system and for routine/emergency maintenance.

Laboratory Analysis Fees - Washington County Dept. of Water Quality operates a state certified lab that offers drinking water & wastewater lab testing to businesses, municipalities and area residents.

Non-Metered Sewer Charge - This charge is applied when the customer does not have a water meter. Sewer billing is based on metered water usage. For example, a customer that has a private well and Washington County sewer service.

Residential/Commercial Collection Service - This flat rate charge from Washington County Dept. of Water Quality is to cover the cost of routine/emergency maintenance of sewer infrastructure in the City/County Joint Service Area. All other charges are billed by the City of Hagerstown.

Residential Full-Service Sewer - Washington County Dept. Water Quality provides sewer collections and treatment services.

Residential Full-Service Water - Washington County Dept of Water Quality provides drinking water treatment and distribution services.

Sewer Wholesale - Washington County Dept. of Water Quality bills the customer at a wholesale rate. For example, The Town of Smithsburg and Williamsport are wholesale sewer customers.

Volume per 1000 gal - All Washington County full-service sewer and/or drinking water customers are charged a volume rate per every 1000 gallons above the base of 6000 gallons. The volume charge covers the cost of sewer and/or drinking water treatment and supports the construction, operation and maintenance of the sewer and/or drinking water systems.

Volunteer Service - Water and/or sewer rates for volunteer fire dept., EMS, etc..

Wastewater Industrial Pretreatment Program Fees - Washington County. Dept. of Water Quality administers the Industrial Pretreatment permits for industrial wastewater dischargers in Washington County.

Wastewater Sludge Processing Fees - Washington County Dept. of Water Quality offers sludge dewatering services to local wastewater treatment plants. Sludge is a byproduct of the wastewater treatment process and to be safety disposed of the sludge is dewatered in a mechanical/chemical process and transported to the landfill.



Washington County

M A R Y L A N D

DIVISION OF

ENVIRONMENTAL MANAGEMENT

WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2026 EFFECTIVE JULY 1, 2025

FULL-SERVICE SEWER & WATER RATES		
Base for 6,000 gal Per Account	Quarterly Sewer Rates	Quarterly Water Rates
Residential Full Service	\$145.90	\$121.12
Commercial I Full Service	\$152.25	\$124.50
Commercial II Full Service	\$155.33	\$166.66
Commercial III Full Service	\$155.33	N/A
Volunteer Service	\$146.90	\$121.76
Volume per 1,000 gal	Quarterly Sewer Rates	Quarterly Water Rates
Residential Full Service	\$8.93	\$14.93
Commercial I Full Service	\$9.94	\$13.17
Commercial II Full Service	\$10.70	\$11.80
Commercial III Full Service	\$10.70	N/A
Volunteer Service	\$8.98	\$15.03

CITY / COUNTY JOINT SERVICE SEWER AREA	
Residential/Commercial Collection Service	\$67.24 - per quarter - <i>All additional charges are from the City of Hagerstown</i>

MISC. FEES	
Non-Metered Sewer Charge	\$199.48 - per quarter
Non-Metered Water Charge	\$210.70 - per quarter
Sewer Wholesale (Per 1,000 gallons)	\$8.51
Deduct Meter Fee	\$25 - per quarter

BAY RESTORATION FUND FEE	
Residential	\$15 - per quarter
Commercial	The Fee will be calculated based on water usage or wastewater generated, converted into EDU's and billed at the rate of \$5 per month per EDU

DELINQUENT ACCOUNT SEWER & WATER BILLING FEES	
Maintenance fee for delinquent account	\$30 Assessed when the account is not paid within the 10-day period following the late notice.
Service Disconnect or Reconnect	\$50
Service Disconnect or Reconnect <i>(non-business hours)</i>	\$75



Washington County

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DIVISION OF

ENVIRONMENTAL MANAGEMENT

WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2026

EFFECTIVE JULY 1, 2025

ALLOCATION FEES	
Joint Sewer Service Connection Fee	\$2500 <i>Sewer service connection fee for areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn.</i>
Allocation Fee for Sewer Service Connection	\$7,200
Allocation Fee for Water Service Connection	\$2,700
Meter Fee for Water	\$325 <i>This fee is in addition to the Allocation Fee for Water Service and is the direct cost of the water meter. Price is subject to change depending on the direct cost of the meter.</i>
Infrastructure Management Program Fee	\$400 per Sewer EDU <i>This fee is in addition to the Allocation Fee for Sewer Service and is to help fund the cost of the emergency alarm communications system infrastructure.</i>
Infrastructure Development Fee	\$1,000 per Sewer EDU <i>This fee is in addition to the Allocation Fee for Sewer Service.</i>
Cedar Springs Infrastructure Development Fee	\$1,000 per acre or per Sewer EDU, whichever is greater <i>This fee is in addition to the Allocation Fee for Sewer Service and is only for sewer connections that flows to the Cedar Springs Pump Station.</i>

ADMINISTRATIVE FEES	
Design Review Fees - Drawings	
One/two lot simplified subdivision plat	\$25
Multiple lot subdivision development plan or preliminary	\$25 (per drawing)
Multiple lot subdivision combined Preliminary/Final	\$100 (per drawing)
Multiple lot subdivision - final plat(s)	\$25 (per set of drawings)
Architectural/Technical	\$150 (per drawing)
Design Review Fees - Specification Water	
Water distribution	\$100 (per set)
Water Supply, Treatment or Storage	\$150 (per set)
Booster pump station	\$150 (per set)
Design Review Fees - Specification Sewer	
Sewer Collection - Gravity all types	\$100 (per set)
Sewer Collection – Pressure	\$150 (per set)
Sewage Pump Station	\$150 (per set)
Sewage Treatment Plant (all sizes)	\$200 (per set)
Permits	
Filing of and tracking of each NPDES, MDE and SHA Permits	\$25



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SCHEDULE OF RATES FOR FY2026 EFFECTIVE JULY 1, 2025

LABORATORY ANALYSIS			
SAMPLE COLLECTION		\$25 - Per Sample <i>(Specialty samples require additional charges)</i>	
ORGANIC ANALYSIS			
*FORMALDEHYDE	\$225	*PAINT FILTER TEST	\$13
TOTAL ORGANIC CARBON	\$30	*SEMI-VOLATILES (EPA 625 & EPA 525)	\$170
*TCLP, HERBICIDES	\$100	*ACID/BASE NEUTRALS (EPA 8260)	\$225
*TCLP, PESTICIDES	\$100	*PESTICIDES & PCB's (EPA 608)	\$80
*TCLP, SEMIVOLATILES	\$250	*HERBICIDES	\$125
*TCLP, VOC'S	\$120	*BTEX	\$50
*VOLATILE ORGANICS (EPA 524 or EPA 624)	\$100	*MTBE	\$50
TTO's VOC, Semi Volatiles, Dioxin, Pest. and Herb.	\$645	*TPH	\$50
TRICHALOMETHANES	\$55	HALOACETIC ACIDS (HAA5)	\$90
PESTICIDE / PCBs 508	\$250	BTEX OR MTBE Method 602	\$50
*DIOXIN	\$300	*GROSS BETA + GROSS ALPHA	\$80
HERBICIDES	\$125	*IGNITABILITY TEST ON SOLID	\$20
*CHLOROFORM	\$80		
INORGANIC ANALYSIS			
ACIDITY	\$15	NITRATE+NITRITE	\$16
ACID/ALKALINITY	\$25	*ODOR	\$15
ALKALINITY	\$17	OIL & GREASE	\$38
AMMONIA NITROGEN	\$16	ORTHO PHOSPHORUS	\$19
BIOCHEMICAL OXYGEN DEMAND (BOD)	\$25	PH (CORROSIVITY)	\$6
CALCIUM	\$14	SETTLABLE SOLID	\$10
CHEMICAL OXYGEN DEMAND (COD)	\$35	SULFATE	\$24
CHLORINE (FREE OR TOTAL)	\$8	SULFIDE	\$24
CHLORIDE	\$22	SULFITE	\$24
*COLOR	\$15	*SURFACTANTS	\$50
S. CONDUCTANCE	\$11	TOTAL DISSOLVED SOLIDS (TDS)	\$20
T. CO2	\$15	TOTAL KJELDAHL NITROGEN	\$22
T. CO2 & BI-CARBONATE (BY NOMOGRAPH)	\$18	TOTAL PHOSPHORUS	\$22
*CYANIDE	\$35	TOTAL SOLIDS	\$15
DISSOLVED OXYGEN	\$8	TOTAL SUSPENDED SOLIDS (TSS)	\$12
FLUORIDE	\$19	TOTAL TOXICITY (MICROTOX)	\$50
HARDNESS	\$13	TURBIDITY	\$8
*HEXAVALENT-CHROMIUM	\$25	VOLATILES SOLIDS (INCLUDING TS)	\$20
*PHENOL	\$25	POT ASH (POTASSIUM & CALCULATION)	\$30
*FLASHPOINT	\$25	TOTAL N (TKN+NO3+NO2)	\$38
ORTHO-PHOSPHOROUS	\$19	PERCENT SOLIDS	\$16
NITRATE	\$16	*Subcontracted test - price may change, as contracted	



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LABORATORY ANALYSIS FEES			
METAL ANALYSIS BY FLAME AA (Parts Per Million) & GRAPHITE FURNACE AA (Parts Per Billion)			
ALUMINUM	\$12	NICKEL (FLAA/GFAA)	\$12/\$24
*ANTIMONY	\$12/\$24	POTASSIUM (FLAA)	\$12/\$24
ARSENIC (GFAA)	\$12/\$24	SELENIUM (GFAA)	\$12/\$24
BARIUM (FLAA/GFAA)	\$12/\$24	SILICON (FLAA/GFAA)	\$12/\$24
CADMIUM (FLAA/GFAA)	\$12/\$24	SILVER (FLAA/GFAA)	\$12/\$24
CHROMIUM (FLAA/GFAA)	\$12/\$24	*TCLP, METALS	\$50
COPPER (FLAA/GFAA)	\$12	*TIN	\$12
IRON (FLAA)	\$12	*TITANIUM	\$12
LEAD (FLAA/GFAA)	\$12/\$24	*VANADIUM	\$12
MAGNESIUM (FLAA)	\$12/\$24	ZINC (FLAA/GFAA)	\$12
MANGANESE (FLAA/GFAA)	\$12/\$24	SAMPLE PREP. DISSOLVED METALS	\$10
MERCURY (COLD VAPOR)	\$24	SAMPLE PREP. FOR METAL DIGESTION	\$25
MOLYBDENUM	\$12	*Subcontracted test - price may change, as contracted	
MICROBIOLOGY			
CRYPTOSPORIDIUM / GIARDIA	\$850	SAMPLE DILUTION	\$10
E. COLI/FECAL COLIFORM (MPN, EC, MUG)	\$35	TOTAL COLIFORM/E. COLI COLILERT COUNT	\$35
HETEROTROPHIC PLATE COUNT	\$35	TOTAL COLIFORM/E. COLI - PRESENT/ABSENT	\$35
RUSH SAMPLE FEE FOR POSITIVE TEST	\$20	TOTAL COLIFORM (MPN)	\$35
WASTEWATER INDUSTRIAL PRETREATMENT PROGRAM PERMIT FEES			
Permit Application Fees			
Significant Industrial User	\$300 <i>Flows greater than 25,000 gal/day or deemed significant by MDE</i>		
Non-Significant Industrial User	\$150 <i>Flows less than 25,000 gal/day</i>		
Permit Maintenance Fees			
<i>Fees are based upon industrial process wastewater flow and are collected on an annual basis</i>			
Less than 1,000 gal/day	\$250		
1,000 to 9,999 gal/day	\$500		
10,000 to 25,000 gal/day	\$1,000		
Greater than 25,000 gal/day	\$2,000		
WASTEWATER SLUDGE PROCESSING FEES (Sludge Dewatering)			
Sludge less than 4% solids	\$0.06 per gal with a minimum charge for 1,000 gal		
Sludge between 4% to 7% solids	\$0.06 per gal with a min charge for 1,000 gallons, plus landfill tipping fee		
Sludge greater than 7%	Unable to process		



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WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2026

EFFECTIVE JULY 1, 2025

DEFINITIONS

Allocation Fee for Sewer / Water Service Connection - A reservation for a building, residence or project to draw a prescribed amount of water from the drinking water system and/or to discharge a prescribed amount of flow to the sewer system. This fee helps offset the capital costs of new treatment facilities, water distribution lines, water tanks, sewer capacity expansion improvements, etc. The Allocation Fee for Sewer / Water Service Connections is charged on an Equivalent Dwelling Unit (EDU) basis projected for the project.

Base for 6000 gal Per Account - All Washington County full-service sewer and/or drinking water customers are charged a base fee every quarter. The fee includes the cost of infrastructure to provide water and/or sewer services and the operating costs associated with providing that service. These are fixed costs to serve each customer no matter how much wastewater is produced or water drinking water is consumed. Customers are also charged a volume fee for every 1000 gallons over the 6000-gallon base.

Bay Restoration Fund / BRA Fee - Senate Bill 320 (Bay Restoration Fund) was signed into law on May 26, 2004. The Chesapeake Bay has experienced a decline in water quality due to over enrichment of nutrients (mainly phosphorus and nitrogen). Effluent from wastewater treatment plants is one of the top three major contributors of nutrients entering the Bay (urban and agricultural runoffs are the other two). The purpose of the bill is to create a dedicated fund, financed by wastewater treatment plant users, to upgrade Maryland's wastewater treatment plants with enhanced nutrient removal (ENR) technology so they are capable of achieving wastewater effluent quality of 3 mg/l total nitrogen and 0.3 mg/l total phosphorus. The signing of this bill-initiated Maryland's efforts to further reduce nitrogen and phosphorus loading in the Bay by over 7.5 million pounds of nitrogen per year and over 260 thousand pounds of phosphorus per year, which represent over one-third of Maryland's commitment under the Chesapeake Bay 2000 Agreement.

Cedar Springs Infrastructure Development Fee - The Cedar Spring Pump station was funded by the general fund. This fee is applied directly to the general fund.

City / County Joint Service Sewer Area - Sewer service areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn. Washington County is responsible for the sewer pipes / pumping stations and Hagerstown is responsible for the sewer treatment. The sewer flow goes to Hagerstown's treatment plant.

Commercial I - Commercial customers (2 EDU's)

Commercial II - Commercial customers (3 or more EDU's)

Deduct Meter Fee - Metered water that does not enter the sewer system and is not conveyed to the treatment plant. For example, fountain soda machines at a convenience stores. The meter is read quarterly and deducted from the sewer bill.

EDU - The Equivalent Dwelling Unit is a unit of measure used to equate flow demand to an equivalent of one single family home. An Equivalent Dwelling Unit is assumed to be equal to 200 gallons each per day of water use and sanitary sewage production.

Infrastructure Management Program Fee - This fee provides for upgrades to the wireless communications infrastructure on Washington County owned sewer systems (Emergency Alarms & Communications).

Joint Sewer Service Connection Fee - Sewer service connection fee for areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn. This fee helps offset the capital costs of upgrading the sewer system and for routine/emergency maintenance.

Laboratory Analysis Fees - Washington County Dept. of Water Quality operates a state certified lab that offers drinking water & wastewater lab testing to businesses, municipalities and area residents.

Non-Metered Sewer Charge - This charge is applied when the customer does not have a water meter. Sewer billing is based on metered water usage. For example, a customer that has a private well and Washington County sewer service.

Residential/Commercial Collection Service - This flat rate charge from Washington County Dept. of Water Quality is to cover the cost of routine/emergency maintenance of sewer infrastructure in the City/County Joint Service Area. All other charges are billed by the City of Hagerstown.

Residential Full-Service Sewer - Washington County Dept. Water Quality provides sewer collections and treatment services.

Residential Full-Service Water - Washington County Dept of Water Quality provides drinking water treatment and distribution services.

Sewer Wholesale - Washington County Dept. of Water Quality bills the customer at a wholesale rate. For example, The Town of Smithsburg and Williamsport are wholesale sewer customers.

Volume per 1000 gal - All Washington County full-service sewer and/or drinking water customers are charged a volume rate per every 1000 gallons above the base of 6000 gallons. The volume charge covers the cost of sewer and/or drinking water treatment and supports the construction, operation and maintenance of the sewer and/or drinking water systems.

Volunteer Service - Water and/or sewer rates for volunteer fire dept., EMS, etc..

Wastewater Industrial Pretreatment Program Fees - Washington County. Dept. of Water Quality administers the Industrial Pretreatment permits for industrial wastewater dischargers in Washington County.

Wastewater Sludge Processing Fees - Washington County Dept. of Water Quality offers sludge dewatering services to local wastewater treatment plants. Sludge is a byproduct of the wastewater treatment process and to be safety disposed of the sludge is dewatered in a mechanical/chemical process and transported to the landfill.



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SCHEDULE OF RATES FOR FY2027 EFFECTIVE JULY 1, 2026

FULL-SERVICE SEWER & WATER RATES		
Base for 6,000 gal Per Account	Quarterly Sewer Rates	Quarterly Water Rates
Residential Full Service	\$151.07	\$127.23
Commercial I Full Service	\$158.49	\$132.00
Commercial II Full Service	\$161.70	\$175.07
Commercial III Full Service	\$161.70	N/A
Volunteer Service	\$152.72	\$129.10
Volume per 1,000 gal	Quarterly Sewer Rates	Quarterly Water Rates
Residential Full Service	\$9.24	\$15.68
Commercial I Full Service	\$10.29	\$13.92
Commercial II Full Service	\$11.25	\$12.39
Commercial III Full Service	\$11.25	N/A
Volunteer Service	\$9.34	\$15.79

CITY / COUNTY JOINT SERVICE SEWER AREA	
Residential/Commercial Collection Service	\$70.64 - per quarter - <i>All additional charges are from the City of Hagerstown</i>

MISC. FEES	
Non-Metered Sewer Charge	\$206.51 - per quarter
Non-Metered Water Charge	\$221.31 - per quarter
Sewer Wholesale (Per 1,000 gallons)	\$8.81
Deduct Meter Fee	\$25 - per quarter

BAY RESTORATION FUND FEE	
Residential	\$15 - per quarter
Commercial	The Fee will be calculated based on water usage or wastewater generated, converted into EDU's and billed at the rate of \$5 per month per EDU

DELINQUENT ACCOUNT SEWER & WATER BILLING FEES	
Maintenance fee for delinquent account	\$30 Assessed when the account is not paid within the 10-day period following the late notice.
Service Disconnect or Reconnect	\$50
Service Disconnect or Reconnect <i>(non-business hours)</i>	\$75



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ALLOCATION FEES	
Joint Sewer Service Connection Fee	\$2500 <i>Sewer service connection fee for areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn.</i>
Allocation Fee for Sewer Service Connection	\$7,200
Allocation Fee for Water Service Connection	\$2,700
Meter Fee for Water	\$325 <i>This fee is in addition to the Allocation Fee for Water Service and is the direct cost of the water meter. Price is subject to change depending on the direct cost of the meter.</i>
Infrastructure Management Program Fee	\$400 per Sewer EDU <i>This fee is in addition to the Allocation Fee for Sewer Service and is to help fund the cost of the emergency alarm communications system infrastructure.</i>
Infrastructure Development Fee	\$1,000 per Sewer EDU <i>This fee is in addition to the Allocation Fee for Sewer Service.</i>
Cedar Springs Infrastructure Development Fee	\$1,000 per acre or per Sewer EDU, whichever is greater <i>This fee is in addition to the Allocation Fee for Sewer Service and is only for sewer connections that flows to the Cedar Springs Pump Station.</i>

ADMINISTRATIVE FEES	
Design Review Fees - Drawings	
One/two lot simplified subdivision plat	\$25
Multiple lot subdivision development plan or preliminary	\$25 (per drawing)
Multiple lot subdivision combined Preliminary/Final	\$100 (per drawing)
Multiple lot subdivision - final plat(s)	\$25 (per set of drawings)
Architectural/Technical	\$150 (per drawing)
Design Review Fees - Specification Water	
Water distribution	\$100 (per set)
Water Supply, Treatment or Storage	\$150 (per set)
Booster pump station	\$150 (per set)
Design Review Fees - Specification Sewer	
Sewer Collection - Gravity all types	\$100 (per set)
Sewer Collection – Pressure	\$150 (per set)
Sewage Pump Station	\$150 (per set)
Sewage Treatment Plant (all sizes)	\$200 (per set)
Permits	
Filing of and tracking of each NPDES, MDE and SHA Permits	\$25



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LABORATORY ANALYSIS			
SAMPLE COLLECTION		\$25 - Per Sample (<i>Specialty samples require additional charges</i>)	
ORGANIC ANALYSIS			
*FORMALDEHYDE	\$225	*PAINT FILTER TEST	\$13
TOTAL ORGANIC CARBON	\$30	*SEMI-VOLATILES (EPA 625 & EPA 525)	\$170
*TCLP, HERBICIDES	\$100	*ACID/BASE NEUTRALS (EPA 8260)	\$225
*TCLP, PESTICIDES	\$100	*PESTICIDES & PCB's (EPA 608)	\$80
*TCLP, SEMIVOLATILES	\$250	*HERBICIDES	\$125
*TCLP, VOC'S	\$120	*BTEX	\$50
*VOLATILE ORGANICS (EPA 524 or EPA 624)	\$100	*MTBE	\$50
TTO's VOC, Semi Volatiles, Dioxin, Pest. and Herb.	\$645	*TPH	\$50
TRICHALOMETHANES	\$55	HALOACETIC ACIDS (HAA5)	\$90
PESTICIDE / PCBs 508	\$250	BTEX OR MTBE Method 602	\$50
*DIOXIN	\$300	*GROSS BETA + GROSS ALPHA	\$80
HERBICIDES	\$125	*IGNITABILITY TEST ON SOLID	\$20
*CHLOROFORM	\$80		
INORGANIC ANALYSIS			
ACIDITY	\$15	NITRATE+NITRITE	\$16
ACID/ALKALINITY	\$25	*ODOR	\$15
ALKALINITY	\$17	OIL & GREASE	\$38
AMMONIA NITROGEN	\$16	ORTHO PHOSPHORUS	\$19
BIOCHEMICAL OXYGEN DEMAND (BOD)	\$25	PH (CORROSIVITY)	\$6
CALCIUM	\$14	SETTLABLE SOLID	\$10
CHEMICAL OXYGEN DEMAND (COD)	\$35	SULFATE	\$24
CHLORINE (FREE OR TOTAL)	\$8	SULFIDE	\$24
CHLORIDE	\$22	SULFITE	\$24
*COLOR	\$15	*SURFACTANTS	\$50
S. CONDUCTANCE	\$11	TOTAL DISSOLVED SOLIDS (TDS)	\$20
T. CO2	\$15	TOTAL KJELDAHL NITROGEN	\$22
T. CO2 & BI-CARBONATE (BY NOMOGRAPH)	\$18	TOTAL PHOSPHORUS	\$22
*CYANIDE	\$35	TOTAL SOLIDS	\$15
DISSOLVED OXYGEN	\$8	TOTAL SUSPENDED SOLIDS (TSS)	\$12
FLUORIDE	\$19	TOTAL TOXICITY (MICROTOX)	\$50
HARDNESS	\$13	TURBIDITY	\$8
*HEXAVALENT-CHROMIUM	\$25	VOLATILES SOLIDS (INCLUDING TS)	\$20
*PHENOL	\$25	POT ASH (POTASSIUM & CALCULATION)	\$30
*FLASHPOINT	\$25	TOTAL N (TKN+NO3+NO2)	\$38
ORTHO-PHOSPHOROUS	\$19	PERCENT SOLIDS	\$16
NITRATE	\$16	*Subcontracted test - price may change, as contracted	



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LABORATORY ANALYSIS FEES			
METAL ANALYSIS BY FLAME AA (Parts Per Million) & GRAPHITE FURNACE AA (Parts Per Billion)			
ALUMINUM	\$12	NICKEL (FLAA/GFAA)	\$12/\$24
*ANTIMONY	\$12/\$24	POTASSIUM (FLAA)	\$12/\$24
ARSENIC (GFAA)	\$12/\$24	SELENIUM (GFAA)	\$12/\$24
BARIUM (FLAA/GFAA)	\$12/\$24	SILICON (FLAA/GFAA)	\$12/\$24
CADMIUM (FLAA/GFAA)	\$12/\$24	SILVER (FLAA/GFAA)	\$12/\$24
CHROMIUM (FLAA/GFAA)	\$12/\$24	*TCLP, METALS	\$50
COPPER (FLAA/GFAA)	\$12	*TIN	\$12
IRON (FLAA)	\$12	*TITANIUM	\$12
LEAD (FLAA/GFAA)	\$12/\$24	*VANADIUM	\$12
MAGNESIUM (FLAA)	\$12/\$24	ZINC (FLAA/GFAA)	\$12
MANGANESE (FLAA/GFAA)	\$12/\$24	SAMPLE PREP. DISSOLVED METALS	\$10
MERCURY (COLD VAPOR)	\$24	SAMPLE PREP. FOR METAL DIGESTION	\$25
MOLYBDENUM	\$12	*Subcontracted test - price may change, as contracted	
MICROBIOLOGY			
CRYPTOSPORIDIUM / GIARDIA	\$850	SAMPLE DILUTION	\$10
E. COLI/FECAL COLIFORM (MPN, EC, MUG)	\$35	TOTAL COLIFORM/E. COLI COLILERT COUNT	\$35
HETEROTROPHIC PLATE COUNT	\$35	TOTAL COLIFORM/E. COLI - PRESENT/ABSENT	\$35
RUSH SAMPLE FEE FOR POSITIVE TEST	\$20	TOTAL COLIFORM (MPN)	\$35
WASTEWATER INDUSTRIAL PRETREATMENT PROGRAM PERMIT FEES			
Permit Application Fees			
Significant Industrial User	\$300 <i>Flows greater than 25,000 gal/day or deemed significant by MDE</i>		
Non-Significant Industrial User	\$150 <i>Flows less than 25,000 gal/day</i>		
Permit Maintenance Fees			
<i>Fees are based upon industrial process wastewater flow and are collected on an annual basis</i>			
Less than 1,000 gal/day	\$250		
1,000 to 9,999 gal/day	\$500		
10,000 to 25,000 gal/day	\$1,000		
Greater than 25,000 gal/day	\$2,000		
WASTEWATER SLUDGE PROCESSING FEES (Sludge Dewatering)			
Sludge less than 4% solids	\$0.06 per gal with a minimum charge for 1,000 gal		
Sludge between 4% to 7% solids	\$0.06 per gal with a min charge for 1,000 gallons, plus landfill tipping fee		
Sludge greater than 7%	Unable to process		



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WATER QUALITY | SOLID WASTE | ENGINEERING SERVICES

SCHEDULE OF RATES FOR FY2027

EFFECTIVE JULY 1, 2026

DEFINITIONS

Allocation Fee for Sewer / Water Service Connection - A reservation for a building, residence or project to draw a prescribed amount of water from the drinking water system and/or to discharge a prescribed amount of flow to the sewer system. This fee helps offset the capital costs of new treatment facilities, water distribution lines, water tanks, sewer capacity expansion improvements, etc. The Allocation Fee for Sewer / Water Service Connections is charged on an Equivalent Dwelling Unit (EDU) basis projected for the project.

Base for 6000 gal Per Account - All Washington County full-service sewer and/or drinking water customers are charged a base fee every quarter. The fee includes the cost of infrastructure to provide water and/or sewer services and the operating costs associated with providing that service. These are fixed costs to serve each customer no matter how much wastewater is produced or water drinking water is consumed. Customers are also charged a volume fee for every 1000 gallons over the 6000-gallon base.

Bay Restoration Fund / BRA Fee - Senate Bill 320 (Bay Restoration Fund) was signed into law on May 26, 2004. The Chesapeake Bay has experienced a decline in water quality due to over enrichment of nutrients (mainly phosphorus and nitrogen). Effluent from wastewater treatment plants is one of the top three major contributors of nutrients entering the Bay (urban and agricultural runoffs are the other two). The purpose of the bill is to create a dedicated fund, financed by wastewater treatment plant users, to upgrade Maryland's wastewater treatment plants with enhanced nutrient removal (ENR) technology so they are capable of achieving wastewater effluent quality of 3 mg/l total nitrogen and 0.3 mg/l total phosphorus. The signing of this bill initiated Maryland's efforts to further reduce nitrogen and phosphorus loading in the Bay by over 7.5 million pounds of nitrogen per year and over 260 thousand pounds of phosphorus per year, which represent over one-third of Maryland's commitment under the Chesapeake Bay 2000 Agreement.

Cedar Springs Infrastructure Development Fee - The Cedar Spring Pump station was funded by the general fund. This fee is applied directly to the general fund.

City / County Joint Service Sewer Area - Sewer service areas jointly served by the City of Hagerstown and the Wash. Co. Dept. of Water Quality. For Example, Maugansville, Fountainhead & Pangborn. Washington County is responsible for the sewer pipes / pumping stations and Hagerstown is responsible for the sewer treatment. The sewer flow goes to Hagerstown's treatment plant.

Commercial I - Commercial customers (2 EDU's)

Commercial II - Commercial customers (3 or more EDU's)

Deduct Meter Fee - Metered water that does not enter the sewer system and is not conveyed to the treatment plant. For example, fountain soda machines at a convenience stores. The meter is read quarterly and deducted from the sewer bill.

EDU - The Equivalent Dwelling Unit is a unit of measure used to equate flow demand to an equivalent of one single family home. An Equivalent Dwelling Unit is assumed to be equal to 200 gallons each per day of water use and sanitary sewage production.

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Residential/Commercial Collection Service - This flat rate charge from Washington County Dept. of Water Quality is to cover the cost of routine/emergency maintenance of sewer infrastructure in the City/County Joint Service Area. All other charges are billed by the City of Hagerstown.

Residential Full-Service Sewer - Washington County Dept. Water Quality provides sewer collections and treatment services.

Residential Full-Service Water - Washington County Dept of Water Quality provides drinking water treatment and distribution services.

Sewer Wholesale - Washington County Dept. of Water Quality bills the customer at a wholesale rate. For example, The Town of Smithsburg and Williamsport are wholesale sewer customers.

Volume per 1000 gal - All Washington County full-service sewer and/or drinking water customers are charged a volume rate per every 1000 gallons above the base of 6000 gallons. The volume charge covers the cost of sewer and/or drinking water treatment and supports the construction, operation and maintenance of the sewer and/or drinking water systems.

Volunteer Service - Water and/or sewer rates for volunteer fire dept., EMS, etc..

Wastewater Industrial Pretreatment Program Fees - Washington County. Dept. of Water Quality administers the Industrial Pretreatment permits for industrial wastewater dischargers in Washington County.

Wastewater Sludge Processing Fees - Washington County Dept. of Water Quality offers sludge dewatering services to local wastewater treatment plants. Sludge is a byproduct of the wastewater treatment process and to be safety disposed of the sludge is dewatered in a mechanical/chemical process and transported to the landfill.

RESOLUTION NO. RS-2024-__

**Establishment of Rates, Fees, & Charges
Department of Water Quality (FY 2025, FY 2026, FY 2027)**

RECITALS

In accordance with Section 6-301 et seq. of the Code of the Public Local Laws of Washington County, Maryland, the Board of County Commissioners of Washington County, Maryland (the "Board"), may, following a public hearing, establish or modify a fee, rate, charge, levy, or assessment for the treatment, collection, or distribution of water or sewage.

The staff of the Washington County Department of Water Quality has recommended that certain charges be modified.

A public hearing was held on May 7, 2024, following due notice by advertisement of the Board's intention to modify these charges.

Any public comment received was reviewed and carefully considered.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, MARYLAND, that the utility rates shall be as set forth in the attached Schedule of Utility Rates for FY 2025, FY 2026, and FY 2027, and other fees and charges shall be as set forth in the attached Schedule of Fees & Charges for FY 2025, FY 2026, and FY 2027; and

BE IT FURTHER RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, MARYLAND, that all previous resolutions adopted by the Board relating to water and sewer utility rates, fees, and charges, are hereby repealed.

Adopted this ____ day of May, 2024.
Effective the 1st day of July, 2024.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Mail to: Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

Zachary J. Kieffer, County Attorney



Open Session Item

SUBJECT: Approval of FY2025 Operating and Capital Budgets

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Kelcee Mace, Chief Financial Officer

RECOMMENDED MOTION: Move to adopt the proposed FY2025 Operating and Capital Budgets as presented.

REPORT-IN-BRIEF: The Board of County Commissioners conducted a public budget hearing on May 15 at 6:00 P.M and heard public testimony on the proposed FY2025 Operating and Capital Budgets.

DISCUSSION: The FY2025 budget process has been a collaborative effort where the Office of Budget & Finance worked alongside departments, the administration, and the BOCC. The FY2025 final proposed budget increased 8.97% over FY2024 and provides increased funding for education; to transition EMS services to County operations; to provide additional funding to outside organizations that provide additional services to our citizens as well as adding funds to our Capital plan to meet the County's infrastructure needs.

The final budget for adoption today includes an adjustment in the General Fund of \$955,910 from the transfer to capital reserve into the Detention Center budget to address the shortfall for the new inmate medical services contract. All other budgets remain unchanged from what was presented during the public hearing last week.

FISCAL IMPACT: Total budget for FY25: \$434,097,440

CONCURRENCES: N/A

ALTERNATIVES: Offer changes to the proposed budget.

ATTACHMENTS: Summary of All Funds, Updated General Fund Expense Summary

AUDIO/VISUAL NEEDS: N/A

**Washington County, Maryland
Summary for All Funds
FY25 Proposed**

	FY24	FY25	<u>FY24 vs. FY25</u>	
	Operating Budget Approved	Operating Budget Proposed	\$ Change	% Change
Operating Funds:				
Major Operating Funds:				
General Fund	\$281,060,350	\$300,648,730	\$19,588,380	6.97%
Highway Fund	\$13,042,150	\$13,914,110	\$871,960	6.69%
Solid Waste Fund	\$9,874,630	\$10,692,500	\$817,870	8.28%
Utility Administration Fund	\$5,937,750	\$6,283,910	\$346,160	5.83%
Water Fund	\$1,755,960	\$1,617,200	\$(138,760)	(7.90)%
Sewer Fund	\$13,863,400	\$14,511,550	\$648,150	4.68%
Pretreatment Fund	\$345,600	\$443,560	\$97,960	28.34%
Public Transit Fund	\$3,133,780	\$3,589,210	\$455,430	14.53%
Airport Fund	\$3,095,120	\$3,715,420	\$620,300	20.04%
Black Rock Golf Course Fund	\$1,356,720	\$1,500,380	\$143,660	10.59%
	\$333,465,460	\$356,916,570	\$23,451,110	7.03%
Restricted Funds:				
Hotel Rental Tax Fund	\$2,000,000	\$2,000,000	\$0	0.00%
Cascade Town Centre Fund	\$132,450	\$108,000	\$(24,450)	(18.46)%
Agricultural Education Center Fund	\$290,100	\$322,660	\$32,560	11.22%
Grant Management Fund	\$525,670	\$660,730	\$135,060	25.69%
Inmate Welfare Fund	\$564,090	\$630,310	\$66,220	11.74%
Gaming Fund	\$2,295,370	\$2,136,000	\$(159,370)	(6.94)%
Land Preservation Fund	\$2,519,700	\$3,869,530	\$1,349,830	53.57%
HEPMPO Fund	\$573,110	\$811,750	\$238,640	41.64%
Emergency Services Billing	\$0	\$816,890	\$816,890	100.00%
Foreign Trade Zone	\$0	\$40,000	\$40,000	100.00%
	\$8,900,490	\$11,395,870	\$2,495,380	28.04%
Total Operating Funds	\$342,365,950	\$368,312,440	\$25,946,490	7.58%
Capital Funds:				
Capital Improvement Plan	\$56,004,000	\$65,785,000	\$9,781,000	17.46%
Total Budgeted Funds	\$398,369,950	\$434,097,440	\$35,727,490	8.97%

Washington County, Maryland
General Fund Expenditures - Proposed
FY 2025

Page	Cost Center	Department/Agency	FY 2025 Requested Budget	Adjustment	FY 2025 Proposed Budget	\$ Change	% Change	FY 2024 Original Budget
<u>Education:</u>								
<u>Direct Primary:</u>								
3-1	90000	Board of Education	118,737,360	(8,564,520)	110,172,840	1,102,480	1.01%	109,070,360
			118,737,360	(8,564,520)	110,172,840	1,102,480	1.01%	109,070,360
<u>Secondary:</u>								
3-3	90040	Hagerstown Community College	10,236,290	0	10,236,290	0	0.00%	10,236,290
<u>Other:</u>								
3-5	93400	Free Library	4,959,250	(104,090)	4,855,160	1,384,450	39.89%	3,470,710
3-7	10990	Clear Spring Library Building	143,000	0	143,000	130,730	1065.44%	12,270
3-9	10991	Smithsburg Library Building	150,750	0	150,750	139,750	1270.45%	11,000
3-11	10992	Boonsboro Library Building	171,810	0	171,810	160,310	1394.00%	11,500
3-13	10993	Hancock Library Building	141,700	0	141,700	130,700	1188.18%	11,000
			5,566,510	(104,090)	5,462,420	1,945,940	55.34%	3,516,480
		Total Education	134,540,160	(8,668,610)	125,871,550	3,048,420	2.48%	122,823,130
<u>Law Enforcement:</u>								
3-15	11300	Sheriff - Judicial	4,221,310	(24,790)	4,196,520	183,960	4.58%	4,012,560
3-25	11305	Sheriff - Process Servers	168,260	6,690	174,950	16,590	10.48%	158,360
3-30	11310	Sheriff - Patrol	17,118,940	(207,180)	16,911,760	842,320	5.24%	16,069,440
3-51	11311	Sheriff Auxiliary	90,200	0	90,200	40,200	80.40%	50,000
3-53	11315	Sheriff - Central Booking	1,492,120	(20,520)	1,471,600	(23,120)	(1.55%)	1,494,720
3-61	11320	Sheriff - Detention Center	23,509,380	737,560	24,246,940	2,994,850	14.09%	21,252,090
3-81	11321	Sheriff - Day Reporting Center	538,530	(4,480)	534,050	27,650	5.46%	506,400
3-89	11330	Sheriff - Narcotics Task Force	647,500	(1,930)	645,570	(394,710)	(37.94%)	1,040,280
3-100	11335	Sheriff - Police Academy	59,830	0	59,830	(10)	(0.02%)	59,840
			47,846,070	485,350	48,331,420	3,687,730	8.26%	44,643,690
<u>Emergency Services:</u>								
3-106	11420	Air Unit	95,890	0	95,890	21,920	29.63%	73,970
3-115	11430	Special Operations	311,290	(126,970)	184,320	(29,790)	(13.91%)	214,110
3-126	11440	911 - Communications	6,747,820	307,720	7,055,540	369,590	5.53%	6,685,950
3-141	11520	EMS Operations	6,344,250	(164,360)	6,179,890	2,410,920	63.97%	3,768,970
3-158	11525	Fire Operations	8,435,110	(1,447,030)	6,988,080	417,790	6.36%	6,570,290
3-175	11535	Public Safety Training Center	1,366,210	(165,780)	1,200,430	240,080	25.00%	960,350
3-193	93110	Civil Air Patrol	4,000	0	4,000	0	0.00%	4,000
3-195	93130	Fire & Rescue Volunteer Services	12,059,880	(192,150)	11,867,730	1,230,260	11.57%	10,637,470
			35,364,450	(1,788,570)	33,575,880	4,660,770	16.12%	28,915,110
<u>Other:</u>								
3-214	11530	Emergency Management	378,930	(108,300)	270,630	(5,910)	(2.14%)	276,540
3-223	93100	Animal Control Services - Humane Society	2,350,000	0	2,350,000	818,470	53.44%	1,531,530
			2,728,930	(108,300)	2,620,630	812,560	44.94%	1,808,070
		Total Public Safety	85,939,450	(1,411,520)	84,527,930	9,161,060	12.16%	75,366,870

Washington County, Maryland
General Fund Expenditures - Proposed
FY 2025

Page	Cost Center	Department/Agency	FY 2025 Requested Budget	Adjustment	FY 2025 Proposed Budget	\$ Change	% Change	FY 2024 Original Budget
<u>Operating/Capital Transfer</u>								
<u>Operating:</u>								
3-225	91020	Highway	10,521,180	(115,590)	10,405,590	309,250	3.06%	10,096,340
3-227	91021	Solid Waste	651,180	(164,010)	487,170	37,170	8.26%	450,000
3-229	91023	Agricultural Education Center	255,760	0	255,760	17,560	7.37%	238,200
3-231	91024	Grant Management	537,170	(14,660)	522,510	134,870	34.79%	387,640
3-233	91028	Land Preservation	31,920	(8,820)	23,100	(30,430)	(56.85%)	53,530
3-235	91029	HEPMPO	5,130	1,640	6,770	1,640	31.97%	5,130
3-237	91040	Utility Administration	799,210	5,630	804,840	101,870	14.49%	702,970
3-239	91041	Water	490,590	(314,110)	176,480	(574,090)	(76.49%)	750,570
3-241	91044	Transit	1,213,230	(311,920)	901,310	(151,230)	(14.37%)	1,052,540
3-243	91046	Golf Course	267,150	(154,220)	112,930	(320,760)	(73.96%)	433,690
3-245	92010	Municipality in Lieu of Bank Shares	38,550	0	38,550	0	0.00%	38,550
			14,811,070	(1,076,060)	13,735,010	(474,150)	(3.34%)	14,209,160
<u>Capital:</u>								
3-247	91230	Capital Improvement Fund	7,750,000	45,320	7,795,320	1,545,320	24.73%	6,250,000
3-249	12700	Debt Service	16,210,080	0	16,210,080	430,840	2.73%	15,779,240
			23,960,080	45,320	24,005,400	1,976,160	8.97%	22,029,240
Total Operating/Capital Transfers			38,771,150	(1,030,740)	37,740,410	1,502,010	4.14%	36,238,400
<u>Other Government Programs:</u>								
<u>Courts:</u>								
3-251	10200	Circuit Court	2,720,970	1,990	2,722,960	336,120	14.08%	2,386,840
3-261	10210	Orphans Court	34,250	0	34,250	(1,900)	(5.26%)	36,150
3-264	10220	State's Attorney	5,282,090	116,050	5,398,140	448,440	9.06%	4,949,700
			8,037,310	118,040	8,155,350	782,660	10.62%	7,372,690
<u>State:</u>								
3-275	10400	Election Board	2,941,480	(300,490)	2,640,990	374,900	16.54%	2,266,090
3-287	12300	Soil Conservation	369,510	0	369,510	5,500	1.51%	364,010
3-289	12400	Weed Control	353,000	4,300	357,300	39,750	12.52%	317,550
3-295	12410	Environmental Pest Management	50,500	(5,000)	45,500	0	0.00%	45,500
3-297	94000	Health Department	3,183,620	0	3,183,620	844,350	36.09%	2,339,270
3-299	94010	Social Services	506,330	0	506,330	0	0.00%	506,330
3-301	94020	University of MD Extension	290,120	0	290,120	11,080	3.97%	279,040
3-303	94030	County Cooperative Extension	38,730	0	38,730	0	0.00%	38,730
			7,733,290	(301,190)	7,432,100	1,275,580	20.72%	6,156,520
<u>Community Funding:</u>								
3-305	93000	Community Funding	1,200,000	0	1,200,000	200,000	20.00%	1,000,000

Washington County, Maryland
General Fund Expenditures - Proposed
FY 2025

Page	Cost Center	Department/Agency	FY 2025 Requested Budget	Adjustment	FY 2025 Proposed Budget	\$ Change	% Change	FY 2024 Original Budget
<u>General Operations:</u>								
3-307	10300	County Administrator	458,030	3,630	461,660	34,690	8.12%	426,970
3-313	10310	Public Relations & Marketing	687,530	(34,280)	653,250	103,180	18.76%	550,070
3-322	12500	Business Development	1,023,760	19,520	1,043,280	205,720	24.56%	837,560
3-332	10100	County Commissioners	357,550	(4,670)	352,880	(3,260)	(0.92%)	356,140
3-336	10110	County Clerk	162,460	7,450	169,910	3,650	2.20%	166,260
3-342	10530	Treasurer	532,600	8,560	541,160	15,040	2.86%	526,120
3-349	10600	County Attorney	1,299,950	(38,170)	1,261,780	345,210	37.66%	916,570
3-357	10700	Human Resources	1,742,920	(177,040)	1,565,880	188,290	13.67%	1,377,590
3-366	11200	General Operations	5,851,230	(2,156,310)	3,694,920	92,080	2.56%	3,602,840
3-370	10500	Budget & Finance	3,065,030	(497,870)	2,567,160	593,000	30.04%	1,974,160
3-380	10510	Independent Accounting & Auditing	75,000	0	75,000	(5,000)	(6.25%)	80,000
3-382	10520	Purchasing	683,190	25,440	708,630	60,300	9.30%	648,330
3-389	11000	Information Technology	4,364,640	39,840	4,404,480	309,850	7.57%	4,094,630
3-400	11540	Wireless Communications	1,755,300	(56,770)	1,698,530	78,580	4.85%	1,619,950
			22,059,190	(2,860,670)	19,198,520	2,021,330	11.77%	17,177,190
<u>Other:</u>								
3-408	11100	Women's Commission	2,000	0	2,000	0	0.00%	2,000
3-410	11120	Veteran's Advisory Committee	2,000	0	2,000	2,000	100.00%	0
3-412	11140	Diversity and Inclusion Committee	2,000	0	2,000	0	0.00%	2,000
3-414	11150	Animal Control Board	7,200	0	7,200	7,200	100.00%	0
3-416	11550	Forensic Investigator	30,000	0	30,000	0	0.00%	30,000
3-418	93230	Commission on Aging	2,223,920	(619,340)	1,604,580	540,050	50.73%	1,064,530
3-420	93300	Museum of Fine Arts	140,000	0	140,000	3,380	2.47%	136,620
			2,407,120	(619,340)	1,787,780	552,630	44.74%	1,235,150
<u>Public Works:</u>								
3-422	11600	Public Works	354,530	3,000	357,530	18,170	5.35%	339,360
3-429	11910	Buildings Grounds and Facilities	2,625,210	4,810	2,630,020	238,070	9.95%	2,391,950
			2,979,740	7,810	2,987,550	256,240	9.38%	2,731,310
<u>Engineering & Permits & Inspections:</u>								
3-440	11620	Engineering	3,108,700	67,010	3,175,710	203,090	6.83%	2,972,620
3-452	11630	Permits & Inspections	3,266,170	83,530	3,349,700	266,030	8.63%	3,083,670
			6,374,870	150,540	6,525,410	469,120	7.75%	6,056,290
<u>Planning and Zoning:</u>								
3-462	10800	Planning and Zoning	1,476,150	54,430	1,530,580	64,000	4.36%	1,466,580
3-470	10810	Board of Zoning Appeals	67,240	0	67,240	7,950	13.41%	59,290
			1,543,390	54,430	1,597,820	71,950	4.72%	1,525,870

Washington County, Maryland
General Fund Expenditures - Proposed
FY 2025

Page	Cost Center	Department/Agency	FY 2025 Requested Budget	Adjustment	FY 2025 Proposed Budget	\$ Change	% Change	FY 2024 Original Budget
<u>Parks and Recreation:</u>								
3-472	12000	Martin L. Snook Pool	173,700	5,310	179,010	10,410	6.17%	168,600
3-475	12200	Parks and Recreation	1,854,130	(37,350)	1,816,780	104,710	6.12%	1,712,070
			2,027,830	(32,040)	1,995,790	115,120	6.12%	1,880,670
<u>Facilities:</u>								
3-483	10900	Martin Luther King Building	126,480	0	126,480	1,600	1.28%	124,880
3-486	10910	Administration Building	343,880	0	343,880	13,470	4.08%	330,410
3-489	10930	Court House	343,880	0	343,880	41,640	13.78%	302,240
3-492	10940	County Office Building	257,800	0	257,800	21,470	9.08%	236,330
3-495	10950	Administration Annex	150,600	0	150,600	25,970	20.84%	124,630
3-497	10960	Dwyer Center	34,390	0	34,390	2,080	6.44%	32,310
3-499	10965	Election Board Facility	123,040	(5,000)	118,040	11,690	10.99%	106,350
3-502	10970	Central Services	135,400	0	135,400	4,170	3.18%	131,230
3-506	10980	Rental Properties	1,730	0	1,730	(4,290)	(71.26%)	6,020
3-508	10985	Senior Center Building	12,210	0	12,210	160	1.33%	12,050
3-510	11325	Public Facilities Annex	104,110	0	104,110	14,300	15.92%	89,810
			1,633,520	(5,000)	1,628,520	132,260	8.84%	1,496,260
		Total Other Government Programs	55,996,260	(3,487,420)	52,508,840	5,876,890	12.60%	46,631,950
		Total Proposed Expenditures	315,247,020	(14,598,290)	300,648,730	19,588,380	6.97%	281,060,350
		Increase without In-Kind Expenses	310,966,920	(14,598,290)	296,368,630	15,308,280	5.45%	281,060,350



Open Session Item

SUBJECT: National Public Works Week

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Andrew Eshleman, Director, Public Works

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: May 19-25 is National Public Works Week, and the theme is “Advancing Quality of Life for All.” Washington County Public Works wants to recognize the community and quality of life contributions of retiring Transit Director Kevin Cerrone.

DISCUSSION: Kevin Cerrone is retiring on June 28th after 28 years of service to Washington County Transit. During that time Kevin has faithfully served the citizens of Washington County. Notable contributions include doubling the ridership, vehicle fleet, establishing new service programs, and spearheading the development and construction of the Transit Transfer Center.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: Proclamation and Photo



Agenda Report Form

Open Session Item

SUBJECT: Previously Authorized Runway 09-27 Lighting & Signage Project: – Approval of Purchase Order and Task Order for ADCI Construction Phase Services.

PRESENTATION DATE: 5/21/2024

PRESENTATION BY: Andrew Eshleman, Director, Public Works

RECOMMENDED MOTION(S):

- Authorize Airport Director’s approval of Purchase Order, Task Order, and related paperwork for ADCI Construction Phase Services in the amount of \$131,720 for the Runway 09-27 Lighting/Signage Project.

REPORT-IN-BRIEF:

Background: Purchasing department advises that at during the 11/28/2023 BOCC meeting, a motion should have included specific mention of \$131,720 in ADCI construction phase services. This information was included in the read-ahead packet for the BOCC’s 11/28/2023 meeting. Today’s request is a “housekeeping” matter allowing staff to attend to the Purchase Order and Task Order paperwork with proper authorizations. **No additional fiscal impact or changes to the previously approved grant totals or cost sharing percentages.**

DISCUSSION: The RWY 09-27 Lighting & Signage project is included in the Capital Improvement Plan – Airport Infrastructure Grant RUN020.

FISCAL IMPACT: No changes to the previously approved grant totals or the cost sharing percentages.

FAA	\$676,899.00	90%
Maryland Aviation Admin (State)	\$25,048.00 [^]	3.33%
Airport Capital Reserve Fund/BOCC	\$50,163.00	6.67%
Total	\$752,110.00	

[^]5% of the Construction Cost Only

CONCURRENCES: Airport Director.

ALTERNATIVES: N/A

ATTACHMENTS: ADCI task order/proposal.

AUDIO/VISUAL TO BE USED: N/A

PROJECT TITLE:	Runway 9-27 Lighting and Signage Replacement
AIRPORT:	Hagerstown Regional Airport – Richard A. Henson Field
PROJECT NO:	PUR-1450; TO #12; Purchase Order (PO) pending FAA Grant issuance
DATE OF ISSUANCE:	Pending FAA Grant Issuance
ATTACHMENTS:	
METHOD OF PAYMENT:	Design/Bidding - Lump Sum Construction - Cost-Plus-A-Fixed-Fee (Not-To-Exceed)
TASK ORDER AMOUNT:	Design/Bidding - \$ 107,180 Construction - \$ 131,720
PROJECT DESCRIPTION:	See the attached ADCI's Scope of Work and Price Proposal dated February 13, 2023.

The original Agreement for Professional Services between Board of County Commissioners of Washington County, Maryland (County) and Airport Design Consultants, Inc. (ADCI) for professional services at the Hagerstown Regional Airport – Richard A. Henson Field (HGR) dated January 27, 2020 and amended/restated agreement dated January 27, 2021 shall govern all task orders executed under this agreement unless modified in writing and agreed to by the County and ADCI.

ACCEPTED

by:

 Mahesh S. Kukata, P.E
 Vice President
 Airport Design Consultants, Inc
 6031 University Blvd, Suite 330
 Ellicott City, MD 21043

APPROVED

by:

 Neil Doran, C.M, ACE
 Airport Director
 Hagerstown Regional Airport
 18434 Showalter Road
 Hagerstown, MD 21742



Open Session Item

SUBJECT: Application for Zoning Text Amendment RZ-23-001

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Jill Baker, AICP, Director, Department of Planning and Zoning

RECOMMENDED MOTION: Consensus to approve or deny the proposed text amendment.

REPORT-IN-BRIEF: Application has been made by the Planning Commission of Washington County to amend several sections of the Zoning Ordinance to change the definition of a convenience store, provide districts in which said use shall be permitted, and to provide options for tractor trailer/heavy duty truck parking at these types of facilities.

This text amendment was heard as part of a public hearing held by the Board of County Commissioners (BoCC) on August 22, 2023. As part of that hearing the Commissioners had several questions relating to the potential location of convenience stores, specifically questioning whether they should be permitted in the BL and BG districts, whether the definition was clear in our intent, and how to mitigate impacts to neighboring residential properties. The case was remanded back to the Planning Commission to review the BoCC concerns.

The Planning Commission reviewed and discussed the concerns brought up by the BoCC at a regular meeting held on September 11, 2023. It was the consensus of the Planning Commission that they had done their due diligence in the drafting of the amendments and did not see a need to make any additional changes.

Another public hearing was held on April 9, 2024 to take comment on additional changes to the proposed amendment based on comments received during the first public hearing. As a result of comments received, the Commissioners recommended minor, non-substantive changes to the language addressing comments made during the second public hearing.

DISCUSSION:

According to the National Association of Convenience Stores (NACS) there are approximately 150,174 convenience stores operating in the US as of January 2023. After several years of stores closing due to the restrictions of COVID-19, C-Stores are again increasing in number. The necessity and demand for this industry is illustrated in its title, convenience.

The size of convenience stores has changed significantly over the last decade. According to the National Association of Convenience Stores (NACS), traditional C-stores averaged between 2500-3000 square feet in size. They provided very basic necessities to the traveling public including fueling stations, restrooms, household items, and some pre-packaged food item. Currently, the average size of a new C-Store is averaging about 5000-6000 square feet. The reason for the larger sized stores primarily results from new service models where food made fresh options and in-store dining areas are

offered. The increase in C-Store sizes can likely also be attributed to the overall increase of population and vehicular traffic across the country.

Acknowledging these new trends in the size and function of C-store operations, the Planning Commission finds that the current definition of a convenience store in the Zoning Ordinance is outdated and overly restrictive. Furthermore, the Planning Commission finds that there is a significant demand and corresponding need to allow for limited truck parking for C-Store uses. Increases in population, traffic, and freight demands have created an increased demand for expedient freight and goods movement that has proportionally impacted the amount of truck traffic nationwide.

FISCAL IMPACT: n/a

CONCURRENCES: n/a

ALTERNATIVES: n/a

ATTACHMENTS: Staff Report Revision 3, Summary of changes to text amendment RZ-23-001

AUDIO/VISUAL NEEDS: none



DEPARTMENT OF PLANNING & ZONING
COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

RZ-23-001

May, 2024

**WASHINGTON COUNTY ZONING ORDINANCE
STAFF REPORT AND ANALYSIS – Revision 3**

ARTICLES 7, 8, 9, 10, 11, 12, 22, 28A

Proposal: Application is being made to amend several sections of the Zoning Ordinance to change the definition of a convenience store (aka C-Store), provide districts in which said use shall be permitted and provide options for tractor trailer/heavy duty truck parking facilities at these types of facilities.

Staff Report: According to the National Association of Convenience Stores (NACS) there are approximately 150,174 convenience stores operating in the US as of January 2023. After several years of stores closing due to the restrictions of COVID-19, C-Stores are again increasing in number. The necessity and demand for this industry is illustrated in its title, convenience.

Convenience from these types of facilities can be present at both the local and regional level. Local patrons use convenience stores mostly for fueling purposes. There are few facilities that exist as merely a stand-alone fueling station at this time. In addition to being used for fueling facilities, many convenience stores carry minimal household supplies and basic food needs such as bread, eggs and milk.

Regional convenience is mostly provided to interstate highway users travelling to or through the area. C-stores provide the convenience of a fueling center as well as providing restrooms, pre-packaged foods, and drinks so that travelers can rest and refresh before continuing on their journey.

In addition to changes in the definition of these uses, the Planning Commission has recognized a growing need and demand for truck parking facilities at some of these C-store locations. Similar to automobile traveling, truck drivers also need fast on and off facilities to maintain their delivery times. Parking for trucks at these facilities provides opportunities for truck drivers to quickly fuel up, use a restroom, and possibly get some food before getting back on the highway.

Proposed Amendments:

Below are the proposed text amendments for this rezoning case.

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Key of changes:

Planning Commission Recommendations

BoCC additional changes

ARTICLE 7 “RT” RESIDENTIAL, RURAL DISTRICT

Section 7A.7 Parking Requirements

Parking shall be provided or prohibited according to the requirements of Article 22, Division I, and where applicable, in compliance with Washington County's adopted Road and Street Design Standards.

~~The parking of tractor trailers, either separately or in tandem, shall be prohibited on public or private streets in this District.~~

ARTICLE 8 “RS” RESIDENTIAL, SUBURBAN DISTRICT

Section 8.7 Parking Requirements

Parking shall be provided or prohibited according to the requirements of Article 22, Division I, and where applicable, in compliance with Washington County's adopted Road and Street Design Standards.

- (a) ~~The parking of tractor trailers, either separately or in tandem, shall be prohibited on public or private streets in this District.~~

ARTICLE 9 “RU” RESIDENTIAL, URBAN DISTRICT

Section 9.7 Parking Requirements

Parking shall be provided or prohibited according to the requirements of Article 22, Division I, and where applicable, in compliance with Washington County's adopted Road and Street Design Standards.

~~The parking of tractor trailers, either separately or in tandem, shall be prohibited on public or private streets in this District.~~

ARTICLE 10 “RM” RESIDENTIAL, MULTI-FAMILY DISTRICT

Section 10.7 Design Standards

(h) Parking requirements Parking shall be provided or prohibited according to the requirements of Article 22, Division I, and where applicable in compliance with Washington County's adopted Road and Street Design Standards.

~~The parking of tractor trailers, either separately or in tandem, shall be prohibited on public or private streets in this District.~~

ARTICLE 11 "BL" BUSINESS, LOCAL DISTRICT

Section 11.1 Principal Permitted Uses

- (a) Local retail goods and service shops, including:

Clothing stores

[Convenience Stores](#)

Dairy Products Stores

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ARTICLE 12 “BG” BUSINESS, GENERAL DISTRICT

Section 12.1 Principal Permitted Uses

(a) Retail trades, businesses and services, including but not limited to the following and any use permitted in the BL District, subject to the use regulations specified in that district.

Conference Centers
Convenience Stores
Department Stores

ARTICLE 22 SPECIAL PROVISIONS

DIVISION I OFF-STREET PARKING AND LOADING AREA REQUIREMENTS

Section 22.15 Truck Parking Requirements

- (a) Parking of tractor-trailers, either separately or in tandem, shall be prohibited on publicly owned County streets unless expressly approved as an on-street parking space for trucks.
- (b) Truck parking is permitted in association with a convenience store in accordance with the following:
1. The maximum allowable number of truck parking spaces cannot exceed 3.5 spaces per 500 sq. ft. of the gross leasable area of the convenience store. Truck parking in the BL and BG districts shall be limited to a maximum of 10 parking spaces. Truck parking in the RB district shall be limited to a maximum of 5 parking spaces.
 2. Truck parking facilities shall maintain an independent internal circulation pattern on the site apart from normal automobile traffic. This provision does not pertain to immediate access to the property which may be shared by both truck and automobile traffic.
 3. Long-term parking of trucks is prohibited in the BL, BG, and RB districts. For the purposes of this section, long-term parking shall be defined as a stay not to exceed 4 hours in a 24-hour period.
 4. ~~Truck parking facilities may not be permitted in association with a convenience store in a Rural Business district.~~

(c) Truck parking facilities that are located adjacent to any lands zoned for or containing dwellings, hospitals, nursing homes, schools, or other institutions for human care shall provide screening in accordance with Section 22.11.2(b).

ARTICLE 28A - DEFINITIONS

Convenience Store (aka C-Store): Any retail establishment offering for sale: prepackaged or pre-processed food products, household items, and other goods commonly associated with the same ~~and having a gross floor area of 5,000 square feet or less. Such establishments may also sell gasoline~~ petroleum products and/or alternative fueling products at retail prices and made to order food associated with the marketing of the proprietor. ~~Chain or branded restaurants shall be considered a separate use from the convenience store.~~ The area utilized for the sale of gasoline shall be considered as part of the gross floor area. Convenience stores may also include self-service auto-fuel (including gasoline, auto-diesel, flex-fuel and other petroleum products), electric vehicle charging stations, car washes and restaurants that

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provide indoor and/or outdoor seating. High-flow diesel fueling stations are permitted as part of the use but shall be limited to a maximum of 3 fueling stations in the BL, BG, and RB districts. Additional amenities delineated in the definition of a truck stop installed on a property shall be deemed a truck stop and not a convenience store (see definition of Truck Stop). Convenience stores are generally characterized by a rapid turnover of customers, unlimited hours of operations and high-traffic generation.

Analysis:

The size of convenience stores has changed significantly over the last decade. According to the National Association of Convenience Stores (NACS), traditional C-stores averaged between 2500-3000 square feet in size. They provided very basic necessities to the traveling public including fueling stations, restrooms, household items, and some pre-packaged food item. Currently, the average size of a new C-Store is averaging about 5000-6000 square feet. The reason for the larger sized stores primarily results from new service models where food made fresh options and in-store dining areas are offered. The increase in C-Store sizes can likely also be attributed to the overall increase of population and vehicular traffic across the country.

Acknowledging these new trends in the size and function of C-store operations, the current definition of a convenience store in the Zoning Ordinance is outdated and overly restrictive. Further, the use designation of a convenience store is only listed explicitly in the Rural Business Floating Zone. To correct the issue of an outdated definition, the Planning Commission is recommending changes to include eliminating a size limitation of such a structure. They are also recommending explicit inclusion of these types of uses in the Business Local and Business General zoning districts.

In addition, the Planning Commission believes that there is a significant demand and corresponding need to allow for limited truck parking for C-Store uses. Increases in population, traffic, and freight demands have created an increased demand for expedient freight and goods movement that has proportionally impacted the amount of truck traffic nationwide. These trends have impacted the demand for truck parking facilities as a consequence.

Finally, while the Comprehensive Plan is silent about specific design standards or locations of these types of uses, the importance of the interstate system to the economy of our County and the nation as a whole is discussed within the Transportation Element. It can be deduced from the discussion of the importance of maintaining our transportation facilities that we should also prepare for ancillary uses that provide support to that industry.

Staff Recommendation: Based upon the above analysis, previous public input, and Planning Commission discussions, Staff recommends approval of these amendments in order to provide consistent implementation of our land use policies and regulations.

Respectfully submitted,

Jill L. Baker, AICP
Director

Summary of Changes for RZ-23-001

Text Amendments related to Convenience Stores

- The statement that “Parking of tractor-trailers, either separately or in tandem, shall be prohibited on publicly owned County streets unless expressly approved as an on-street parking space for trucks.” is being moved from the RT, RS, RU, and RM districts into the parking division. There will be no impact on enforcement.
- Convenience stores are proposed to be included in the list of principal permitted uses in the BL and BG districts. This change will also allow these uses in the HI district due to cross references in the Ordinance.
- A new section is being added to the Ordinance to address truck parking requirements specifically related to convenience stores.
 - Creates a formula of 3.5 spaces per 500 sq. ft. of store space to calculate maximum allowance of truck parking spaces.
 - Changes propose to limit the maximum amount of truck parking spaces in the BL and BG districts to 10 spaces and a maximum of 5 truck parking spaces in the RB district.
 - Requires truck parking facilities to have a separate circulation pattern from automobile circulation.
 - Limits long-term parking of trucks in the BL, BG, and RB districts to 4 hours over a 24-hour period.
- Adds language to provide screening for convenience stores that are located adjacent to residential or health care facilities.
- Changes the definition of a convenience store.
 - Removes language to limit the size of a convenience store. Also removes the requirement that the area used for fueling be included in the 5,000 sq. ft. limitation.
 - Replaces existing language to clarify that different types of petroleum products can be sold on site.
 - Includes new language to allow accessory type uses such as electric vehicle charging stations, car washes, and restaurants.
 - Limits the number of high flow diesel fueling stations in the BL, BG, and RB districts to a maximum of 3 stations.
 - Adds language to clarify that any amenities provided above and beyond those explicitly listed in the definition would deem the use a truck stop and not a convenience store.

Current definition: Any retail establishment offering for sale: prepackaged or pre-processed food products, household items, and other goods commonly associated with the same and having a gross floor area of 5,000 square feet or less. Such establishments may also sell gasoline at retail prices. The area utilized for the sale of gasoline shall be considered as part of the gross floor area.

Proposed definition: Any retail establishment offering for sale: prepackaged or pre-processed food products, household items, and other goods commonly associated with the same. Such establishments may also sell petroleum products and/or alternative fueling products at retail prices and made to order food associated with the marketing of the proprietor. Chain or

branded restaurants shall be considered a separate use from the convenience store. Convenience stores may also include self-service auto-fuel (including gasoline, auto-diesel, flex-fuel and other petroleum products), electric vehicle charging stations, car washes and restaurants that provide indoor and/or outdoor seating. High-flow diesel fueling stations are permitted as part of the use but shall be limited to a maximum of 3 fueling stations in the BL, BG, and RB districts. Additional amenities delineated in the definition of a truck stop installed on a property shall be deemed a truck stop and not a convenience store (see definition of Truck Stop). Convenience stores are generally characterized by a rapid turnover of customers, unlimited hours of operations and high-traffic generation. Overnight parking of trucks is prohibited under this definition.



Open Session Item

SUBJECT: Application for Zoning Text Amendment RZ-23-003

PRESENTATION DATE: May 21, 2024

PRESENTATION BY: Jill Baker, AICP, Director, Department of Planning and Zoning

RECOMMENDED MOTION: Consensus to approve or deny the proposed text amendment.

REPORT-IN-BRIEF: Application has been made by Washington County Planning Commission to amend several sections of the Zoning Ordinance to change the definition of a truck stop and to provide districts in which said use shall be permitted.

This amendment was reviewed by the Planning Commission at a public information meeting held on June 5, 2023. At their August 7, 2023 regular meeting the Planning Commission voted unanimously to recommend approval of this text amendment.

Based on review of the public comments received at the Planning Commission public information meeting the Commissioners proposed minor changes to the definition of truck stop. A public hearing was held on April 9, 2024 to take comment on the proposed changes.

DISCUSSION: According to a grant application produced by the Maryland Department of Transportation (MDOT), the Maryland portion of Interstate 81(I-81) carries an average of 19,400 trucks per day while Interstate 70 (I-70) carries an average of 11,100 trucks per day. According to the report, I-81 alone carries approximately 10% of the gross domestic product of this country equating to about \$1.85 trillion making it one of the most critical freight corridors in the country. This amount of freight movement requires a substantial amount of logistical infrastructure to support the transfer and distribution of these materials.

Washington County's location at the crossroads of Interstate 81 and Interstate 70 provides strategic logistical locations for truck stop facilities. Coupled with a significant amount of truck traffic on these interstates as well as federal regulations regarding limits on how long a truck driver may be on the road, this creates a high demand for truck stop facilities.

FISCAL IMPACT: n/a

CONCURRENCES: n/a

ALTERNATIVES: n/a

ATTACHMENTS: Staff Report Revision 1

AUDIO/VISUAL NEEDS: none



DEPARTMENT OF PLANNING & ZONING
COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

RZ-23-003

APRIL, 2024

**WASHINGTON COUNTY ZONING ORDINANCE
STAFF REPORT AND ANALYSIS
REVISION 1**

ARTICLES 19 & 28A

Proposal: Application is being made to amend sections of the Zoning Ordinance related to the location and definition of truck stop uses.

Staff Report:

Electronic commerce (E-commerce) has rapidly expanded in recent years hastened by the social changes brought about by the COVID-19 pandemic. Two primary focus points of e-commerce is having a large supply inventory as well as fast delivery service. This has created increased demand for inventory warehousing, regional distribution facilities, and freight carriers. The focus of this amendment is related to support services necessary to accommodate the needs of truck freight carriers commonly referred to as truck stops or traveler plazas.

As truck freight traffic continues to increase on interstates nationwide, our local interstates are no exception. Increased traffic along with increased regulations on drivers to stop and rest, has developed the need for truck driver amenities and truck parking facilities. Many interstate ramps are currently overrun during peak periods of the day with trucks parked on the shoulders in order to meet their mandatory rest times. Additional opportunities for trucks to get off main routes and out of local residential neighborhoods are needed now and will continue to be in demand.

Proposed Amendments:

Key of Changes:

Planning Commission Recommendations

BoCC updated language

ARTICLE 19 "HI" HIGHWAY INTERCHANGE DISTRICT

Section 19.2. Principal Permitted Uses

- (a) All Principal Permitted Uses allowed in the BL, BG, PB, and ORT Districts. Also permitted are all Principal Permitted Uses in the IR District except heliports and Commercial Communications Towers.

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(b) Agriculture, as defined in Article 28A, including animal husbandry facilities, as defined in Article 28A, which shall be subject to the requirements set forth in Article 22, Division IX.

~~(c) Truck Stops~~

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Section 19.3. Special Exception Uses (Requiring Board Authorization after Public Hearing)

(g) Truck stops.

ARTICLE 28A – DEFINITIONS

~~**Truck Stop:** A structure or land used or intended to be used primarily for the sale of fuel for trucks and, usually long-term truck parking, incidental service or repair of trucks, overnight accommodations, or restaurant facilities open to serve the general public; or a group of facilities consisting of such a use and attendant eating, repair, sleeping or truck parking facilities. As used in this definition, the term “trucks” does not include any vehicle whose maximum gross weight is 10,000 pounds or less, as rated by the State Motor Vehicle Administration.~~

Truck Stop: A facility used to serve the trucking industry by providing a location for rest and refueling. The inherent and allowable uses of a truck stop include separate fuel islands with high flow pumps and areas for truck parking. In addition, truck stops may also include one or more of the following: service/repair facilities for trucks and/or trailers, on-site shower facilities, on-site laundry facilities, overnight stay accommodations, on-site truck wash, on-site truck scales, and/or truck parking in excess of the limitation in Section 22.15 for convenience stores. Convenience stores may not offer the additional amenities listed in this definition.

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As used in this definition, the term “trucks” does not include any vehicle with a maximum gross weight less than 10,000 pounds, as rated by the State Motor Vehicle Administration. Convenience stores with truck parking in accordance with Section 22.15 are not considered part of this definition.

Analysis:

According to a grant application produced by the Maryland Department of Transportation (MDOT)¹, the Maryland portion of Interstate 81 (I-81) carries an average of 19,400 trucks per day while Interstate 70 (I-70) carries an average of 11,100 trucks per day. According to the report, I-81 alone carries approximately 10% of the gross domestic product of this country equating to about \$1.85 trillion making it one of the most critical freight corridors in the country. This amount of freight movement requires a substantial amount of logistical infrastructure to support the transfer and distribution of these materials.

In addition to the volume of freight movement within our region, other logistical factors play a role in the need for support infrastructure for this industry. According to US Department of Transportation rules, a commercial truck driver may only drive 11 hours straight within a 14-hour period provided they have had 10 consecutive hours off. For long haul carriers, this creates a need for areas where commercial truck drivers can safely pull off the road and rest.

Geography plays a significant role in the heightened interest to locate truck stops within Washington County. There are numerous ports along the eastern seaboard that accept incoming

(Maryland Department of Transportation, 2018)

freight delivery with the bulk of the calls coming into mid-Atlantic ports including New York/New Jersey, Baltimore, Philadelphia, and the ports of Virginia (Norfolk and Newport News). Figure 1 below shows the importance of the interstate system in the commodity flow of freight throughout the country. This is also known as a Freight Analysis Framework. As shown in the Figure, Maryland and Pennsylvania have a significant amount of freight traffic coming from eastern seaports travelling through the area for inland distribution.

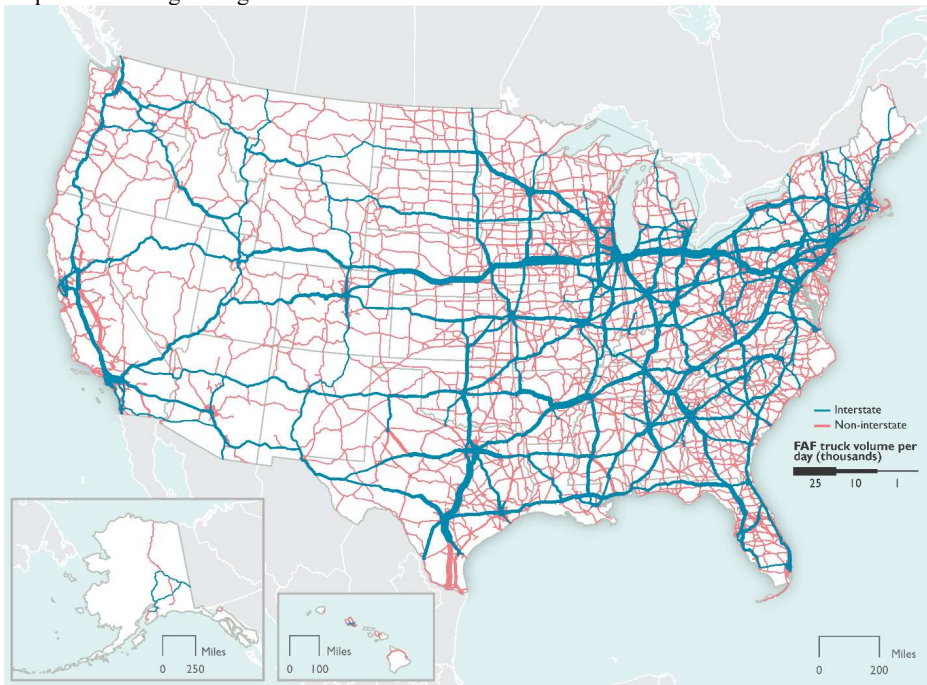


Figure 1: Average Daily Long-Haul Truck Traffic on the National Highway System: 2015 (Source: Bureau of Transportation Statistics, Freight Facts and Figures Figure 3-4)

Another significant factor in drawing this industry to our area is the highway infrastructure. Washington County contains three interstate systems within our small geographic area. As we have already established, I-81 provides a crucial north-south oriented highway that carries a significant amount of freight traffic. In addition, I-70 provides a significant east-west oriented travel route that is increasing in this average daily traffic flows as well. Interstate 68 (I-68) west of Hancock provides a key connection through the Appalachian region of the country and assists with inland distribution to the mid-west. Washington County also consists of several significant Federal non-interstate routes including US 11, 40, and 522. These provide alternate routes of travel throughout our region which are also seeing higher rates of truck traffic than in the past.

All these factors have created an area of high demand for logistical and support services in our area. As a consequence to our prime freight movement location, the demand for uses such as truck

stops has become more prevalent. This demand has in turn raised concerns about traffic congestion, pollution, and other safety concerns within the community.

When evaluating these concerns, the Planning Commission discussed appropriate locations for these types of uses as they relate to public concern and the goals and objectives of the Comprehensive Plan. After careful consideration it was determined that the Highway Interchange District (HI) would be the most appropriate location for allowing truck stops as permitted uses. The location of the HI zoning districts immediately adjacent (or within a reasonable distance) to the interstate system makes it a logical location to gain quick access to the highway without interrupting traffic within residential areas. Furthermore, the existing uses that are permitted within the HI district are consistent with the functionality of truck stops (i.e. gas stations and other retail sales). Finally, locating truck stops as a permitted use within the HI district would be consistent with the goals and objections of the transportation element of the Comprehensive Plan.

Also discussed by the Planning Commission was the definition of a truck stop. A previous court case known as *Bowman Spielman LLC v. Jane Hershey et. Al.* (Circuit Court for Washington County Case No. C-21-CV-18-000377) recently called into question the interpretation of the County definition of a truck stop. The judge found ambiguity within the definition as to what amenities associated with such a use would define it as a truck stop. In response to this judgement, the Planning Commission is proposing to amend the definition of a truck stop to better define what amenities are associated with this type of use.

The intent of the proposed definition is to clarify when such uses are intended to attract truck drivers for longer stays than those that are simply refueling facilities. As such, there is an expectation that truck stops will have separate fueling islands with high flow pumps accompanied by areas where trucks may park either individually or in tandem with a trailer. But there is also an expectation that these types of uses will have other amenities that give the clear indication that the use is intended to attract and provide services to truck drivers such as repair facilities and weigh stations, as opposed to simply having a refueling facility.

Staff Recommendation: Based upon feedback and comments from other government agencies, developers, property owners, and the general public, Staff recommends approval of these amendments in order to provide consistent implementation of our land use policies and regulations.

Respectfully submitted,

Jill L. Baker, AICP
Director



Open Session Item

SUBJECT: Agriculture – Faces of Farming Presentation

PRESENTATION DATE: Tuesday, May 21, 2024

PRESENTATION BY: Leslie Hart, Business Development Specialist, Department of Business and Economic Development

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: “Faces of Farming” is an agricultural-focused video marketing campaign that will showcase two local Washington County farms every month, for one year. The “Faces of Farming” marketing videos will be showcased on the County’s website, as well as Facebook and other social media platforms, and will target a new industry and highlight a local farmer from that specific agricultural industry. Additionally, the Faces of Farming marketing campaign will be utilized in Washington County Public Schools as an agricultural education element focused on kindergarten to Fifth grade students to connect Washington County youth directly with local farms.

DISCUSSION: Washington County’s agricultural business represents the backbone of the County’s landscape. With over 869 operating family farms and \$167,907,000 in market value of products sold, agriculture is the largest economic driver in Washington County. The “Faces of Farming” marketing campaign will aim to educate residents in Washington County, along with the surrounding States and Counties, about the economic impact of the Ag industry. Additionally, these videos will be used for agricultural education to numerous streams around Washington County, such as, 4-H and FFA (Future Farmers of America) meetings, Ag Expo and Fair, and they will be available on the Washington County Ag App and website.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: Yes – Faces of Farming for Shank Farm of Hagerstown and Brookside Farm of Fairplay, MD.