



100 West Washington Street, Suite 1101 | Hagerstown, MD 21740-4735 | P: 240.313.2200 | F: 240.313.2201
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BOARD OF COUNTY COMMISSIONERS

August 29, 2023

OPEN SESSION AGENDA

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President John F. Barr*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:15 AM STAFF COMMENTS
- 9:20 AM CITIZEN PARTICIPATION
- 9:30 AM PUBLIC HEARING – REQUESTS BY ORGANIZATIONS TO BE ADDED TO THE LIST OF NONPROFIT ORGANIZATIONS TO WHICH THE BOARD OF COUNTY COMMISSIONERS MAY CONTRIBUTE FUNDS, PURSUANT TO SECTION 1-108 OF THE CODE OF THE PUBLIC LAWS OF WASHINGTON COUNTY (“THE 1-108 LIST”)
Kirk C. Downey, County Attorney
- 9:50 AM PROCLAMATION RECOGNIZING SEPTEMBER, OCTOBER AND NOVEMBER AS “FORGET-ME-NOT” MONTHS
Board of County Commissioners to JR Arnold, Disabled Veterans Organization
- 10:00 AM PRESENTATION BY MERITUS HEALTH ON THEIR COMMUNITY HEALTH WORK
Maulik Joshi, President and CEO, Meritus Health; David Lehr, Chief Strategy Officer, Meritus Health and Chief Operating Officer, proposed Meritus School of Osteopathic Medicine
- 10:15 AM CONTRACT AWARD (PUR-1630) FOOD SERVICES AT THE WASHINGTON COUNTY DETENTION CENTER (WCDC)
Brandi Naugle, Buyer, Purchasing; Major Craig Rowe, Washington County Sheriff's Office
- 10:20 AM INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0126) – ONE (1) TIGER BOOM MOWER AND ONE (1) FLAIL MOWER
Rick Curry, Director, Purchasing; Zane Rowe, Deputy Director, Highway Department
- INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0125) FIVE (5) NEW 2023 FORD F-350 AWD SUPER CAB PICKUP TRUCKS
Rick Curry, Director, Purchasing; Zane Rowe, Deputy Director, Highway Department

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0127) ONE (1)
JOHN DEERE UTILITY TRACTOR FOR THE HIGHWAY DEPARTMENT
Rick Curry, Director, Purchasing; Zane Rowe, Deputy Director, Highway Department

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-23-0128) ONE (1)
MACK CHASSIS/CAB WITH A DUMP BODY FOR THE HIGHWAY
DEPARTMENT
Rick Curry, Director, Purchasing; Zane Rowe, Deputy Director, Highway Department

10:30 AM MACO ANNUAL VISIT TO WASHINGTON COUNTY
*Michael Sanderson, Executive Director, MACo; Calvin Ball, MACo President and
Howard County Executive*

11:00 AM KEEFER ROAD BRIDGE SUPERSTRUCTURE REPLACEMENT
Scott Hobbs, Director, Engineering

11:05 AM APPROVAL OF ADJUSTMENT FORM FROM AIRPORT'S FY24 BUDGET TO
ACCOUNT FOR WAGES/BENEFITS OF ARFF CHIEF AND FACILITIES
MANAGER GRADE INCREASE
*Neil Doran, Director, Hagerstown Regional Airport; Andrew Eshleman, Director,
Public Works*

APPROVAL/SIGNATURE OF UPDATED AND REISSUED BUSINESS PERMIT
FOR ALLEGIANT AIRLINES, INCLUDES INCREASES TO SEVERAL RATES
AND FEES PAID BY ALLEGIANT AIRLINES EFFECTIVE JULY 1, 2023
*Neil Doran, Director, Hagerstown Regional Airport; Andrew Eshleman, Director,
Public Works*

11:10 AM THE HOUSING AUTHORITY OF WASHINGTON COUNTY (HAWC) REQUEST
TO REVIEW THE EXPANSION OF TWELVE NEW COTTAGE APARTMENTS
AT THE BLUE MOUNTAIN ESTATES SENIOR HOUSING FOR AGING IN
PLACE LOW INCOME 55 AND OLDER ADULT LIFELONG RESIDENTS OF
WASHINGTON COUNTY. THIS PROPERTY CURRENTLY HAS 28
APARTMENTS AND A COMMUNITY CENTER
*Corinne Guglielmini, Executive Director, The Housing Authority of Washington
County*

11:20 AM AGRICULTURE – FACES OF FARMING
Leslie Hart, Business Development Specialist, Business and Economic Development

11:25 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 consult with counsel to obtain legal advice on a legal matter and To conduct collective bargaining negotiations or consider matters that relate to the negotiations)*

3:00 PM RECONVENE IN OPEN SESSION

ADJOURNMENT

EVENING MEETING AT THE TOWN OF KEEDYSVILLE

Location: 19 South Main Street, Keedysville, MD

6:00 PM INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President John F. Barr*

6:05 PM TOWN OF KEEDYSVILLE LEADERS' REPORTS AND COMMENTS

6:20 PM COMMISSIONERS' REPORTS AND COMMENTS

6:30 PM CITIZENS PARTICIPATION

7:00 PM ADJOURNMENT



Agenda Report Form

Open Session Item

SUBJECT: PUBLIC HEARING – Requests by organizations to be added to the list of nonprofit organizations to which the Board of County Commissioners may contribute funds, pursuant to § 1-108 of the Code of the Public Local Laws of Washington County, Maryland (the “1-108 List”).

PRESENTATION DATE: Tuesday, August 29, 2023; 9:30 a.m.

PRESENTATION BY: Kirk C. Downey, County Attorney

RECOMMENDED MOTION: None. The request for inclusion will be considered at an upcoming meeting following this public hearing.

REPORT-IN-BRIEF: The following organizations have submitted letters of request to be added to the 1-108 List:

HOSPICE of Washington County, Inc.
Douglas G. Bast Museum of History and Preservation, Inc.
Mason-Dixon Council, Boy Scouts of America
Education Foundation of WCPS, Inc.
Friends of Kc, Inc.
Jonathan Street Community Outreach Center
CASA of Western Maryland, Inc.
Liberation Inc.

DISCUSSION: The inclusion of a nonprofit organization on the § 1-108 list does not mean that the organization will receive funding from the Board. Funding determinations are made through the Community Organization Funding Committee process and the County’s budgetary process.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Letters of Request and Supplemental Information

AUDIO/VISUAL NEEDS: None.

Jacobson, Kimberly D.

From: Karen M. Giffin <kmgiffin@hospiceofwc.org>
Sent: Wednesday, August 2, 2023 8:43 AM
To: Jacobson, Kimberly D.
Cc: Stephanie N. Nalley; Maria D. Reed
Subject: Community Funding Grant List
Attachments: IRS letter with updated UNDERPASS WAY address 3.13.23.pdf

You don't often get email from kmgiffin@hospiceofwc.org. [Learn why this is important](#)

WARNING!! This message originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.
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Dear Kim, My name is Karen Giffin, and I am with Hospice of Washington County. I would like our organization to be added to the nonprofit list for this granting opportunity. I have attached our IRS letter for your information. Thank you for your consideration in advance and please let me know if you need anything else. Karen Giffin

Karen M. Giffin

Karen M. Giffin
Associate Vice President of Mission Advancement
Hospice of Washington County, Inc. and Franklin Hospice
1710 Underpass Way; Suite 300
Hagerstown, MD 21740
O: 301-791-6360

kmgiffin@hospiceofwc.org
www.hospiceofwc.org

Upcoming Events:

Holes for Hospice – August 25, 2023

Mason-Dixon Region AACA Car Show – August 26, 2023

Food Truck Event for Celebrity Waiter – September 7, 2023

Celebrity Waiter Gala – October 13, 2023

Lights for Love – December 3, 2023



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Jacobson, Kimberly D.

From: Boonsborough Museum of History <boonsboroughmoh@gmail.com>
Sent: Monday, October 3, 2022 9:33 AM
To: Jacobson, Kimberly D.
Cc: Boonsborough Museum of History; Doyle Vernell; Gibson Amy; Messner George; Pryor Harriet; Snook Carl
Subject: Fwd: Community Organization Funding
Attachments: IRS DGBDeterminationltr .pdf; FY23 COF Application Guidelines and Requirements.pdf

WARNING!! This message originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

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I am Interested in having the Douglas G. Bast Museum of History and Preservation Inc added to the 1-108 List of recognized non-profits. Our IRS determination letter is attached. Please let me know if you need any further information. Do I understand correctly that this will not be completed until August, 2023 and we will not be able to apply for support until sometime late next year? Thank you in advance for your assistance.

Charles Schwalbe
Boonsborough Museum of History
113 North Main Street
Boonsboro Maryland 21713
boonsboroughmoh@gmail.com
planthealth@myactv.net
(410) 570-6033

Begin forwarded message:

From: "Buchanan, Susan" <sbuchanan@washco-md.net>
Subject: Community Organization Funding
Date: September 29, 2022 at 2:54:07 PM EDT
To: "planthealth@myactv.net" <planthealth@myactv.net>

Mr. Schwalbe,
I have attached the guidelines for the Community Organization Funding grant. Please note these are last year's guidelines, this year's grant will be released in November. As I stated in our phone call, you must be on the county's list of recognized nonprofits (known as the 1-108 List) to be eligible for this grant. To be added to this list you may contact Kim Jacobson at kjacobson@washco-md.net or by calling 240-313-2234.

Regards,
Susan



Susan Buchanan
Director, Office of Grant Management
100 W. Washington Street, Room 2200
Hagerstown, MD
P: (240) 313-2092
www.washco-md.net

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Washington County Board of County Commissioners
100 West Washington Street
Room 1101
Hagerstown, MD 21740

Dear Commissioners:

Please accept the enclosed letter and documentation as our formal request to be included on the list of organizations eligible for funding by the Board of County Commissioners of Washington County, Maryland, pursuant to Section 1-108(b) of the Code of the Public Local Laws of Washington County, Maryland.

Since 1934, Mason-Dixon Council BSA has served youth in Washington County with a mission of preparing them to make ethical and moral choices by instilling in them the values of the Scout Oath and Law, and to become responsible, participating citizen and leaders. Mason-Dixon Council BSA has lived that ambitious yet achievable mission through engaging tens of thousands of Washington County youth and volunteers over the past 89 years in nationally vetted, time-tested, age-appropriate programming.

Scouting is open to all youth ages 5-20 and provides year-round programming at the incredibly low entry point of less than \$100 annually. Scholarships are available for dues, uniforms closets provide free uniforms, and meetings take place at locations across the county and on varying days to limit barriers to access.

In 2019, changes in the national BSA bylaws opened all BSA programs to girls and young women, who now make up the fastest growing member demographic in Washington County. So great is the enthusiasm for the program among girls and young women that last year we added a female counselor site at Camp Sinoquie, our year-round campsite. Scouters can choose from a plethora of programs including Cub Scouts, Scouting BSA, Venture, and Explorer programs.

Today, Mason-Dixon Council BSA serves upwards of 4,000 youth annually with the help of over 500 volunteers. Importantly, Mason-Dixon Council BSA participants log about 10,000 hours of community service every year.

We turn to the Washington County Commissioners to match the dedication of those youth and volunteers through including Mason-Dixon Council BSA in the list of fundable organizations.

Please find attached a copy of a determination letter from the Internal Revenue Service granting Mason-Dixon Council a tax-exempt status as a 501(c)(3) organization and certification of good standing with the Maryland State Department of Assessments and Taxation. We have also enclosed proof of current registration with the Secretary of State Charitable Organizations Division.

We look forward to continuing our legacy of nearly 90 years of serving Washington County youth and the community with your help,



Mason-Dixon Council, Inc.,

Boy Scouts of America



Office of the County Attorney
100 West Washington Street, Suite 1101
Hagerstown, MD 21740
Attention: Kimberly Jacobson

Dear Board of Washington County Commissioners,

The Education Foundation of WCPS is requesting to be included on the list of organizations eligible for funding through the Board of County Commissioners of Washington County, Maryland, pursuant to Section 1-108(b) of the Code of the Public Local Laws of Washington County, Maryland.

We are requesting support necessary to administer the growing reach of our four key initiatives: Innovative Grants, Financial Literacy, Super Readers, and the Equity in Education programs. The Education Foundation of WCSP is a 501(C)3 non-profit and is not funded by Washington County Public Schools. The Foundation is focused on expanding our reach and capacity in order to better serve the alarming 56% of the overall student population that are underserved as free or reduced lunch students. We are solely funded through donations and grants and currently do not receive funding from Washington County and we do not currently have an endowment. Since the Pandemic the demand for our services have grown considerably and this boost in funding will serve as the catalyst to grow the capacity of our organization to meet these demands, and stabilize our budget as we continue to grow in the future. Below is a list of our vital programs that serve students. We are growing and hope to secure increased funding. We are serving all students in Washington County.

Innovative Grants

Each year the Education Foundation of WCPS awards thousands of dollars in grants to Washington County Public Schools educators to implement their innovative project ideas.

Financial Literacy

Mentors and educators teach the Education Foundation's financial literacy curriculum in the classroom to students preparing to go to college. This program provides lessons in budgeting, FAFSA applications and real life financial skills.

Super Readers

Super Readers volunteers train with the Education Foundation of WCPS to support teachers in participating elementary schools. Volunteers work with identified students in a proven and structured literacy curriculum to build confidence in reading. We have increased our program from four schools to fifteen.

Equity in Education

This scholarship fund was established through a partnership between Rise Up Hagerstown, The Hagerstown Area Religious Council, and The Education Foundation of WCPS. The Foundation awards multiple scholarships annually ranging from \$1,500 to \$5,000 to racially minoritized students (with preference to African American students) who reside in Washington County, Maryland, and are pursuing a degree in education or a related field. This scholarship program was developed in an attempt to help close the gap between the 5% teachers of color, and the 40% of students of color in Washington County Public Schools.

We look forward to partnering with you to support quality education in Washington County. All of our programs are targeted to bolster underserved youth who are in need of support and interventions. If you have any questions, please do not hesitate to contact me.

Thank you for your consideration,

Sheila Evers
Executive Director
10435 Downsville Pike
Hagerstown, Maryland 21740
execdirector@educationfoundationofwcps.org
304-268-1029

To Washington County Commissioners

Friends of Kc Inc. is a 501c3 non-profit all volunteer NO-FEE, lost pet recovery group. We are incorporated in Maryland, based in Washington County.

When our founders dog Kc went missing in 2015, Russell Neff found very little help in trying to find and recover his dog. He then began to organize a group of compassionate volunteers, built special trapping equipment and began to help others missing pets in our community. Our group has advised other folks in most of the these United States. We provide trapping equipment to like minded orgs.

We have lost track of numbers but would easily advised thousands. We have established methods and carry a high success rate. Last year we were awarded a grant for more specialty trapping equipment and safety gear for volunteers.

We never ask for any fee or donation, we have sponsors and have fund raisers. We are small but growing. Our goal is to find a way to help anyone who asks. We are VERY frugal with our funds.

The fact is Animal Control cannot put in the man hours required to help all of these folks. Watching cameras 24/7 sometimes for weeks and going from one case to another. We have worked on five missing cases at once. We have caught animals at the request of animal control. We do everything we can to promote HSWC and local humane societies and rescues.

It is highly rewarding to help return someones missing dog and brings us great sadness when we can't.

From Russell Neff; "I have been very blessed to have so many folks step and help others in our endeavors. This caring spirit is contagious and I hope it carries over into the lives of all that we touch "

Please consider Friends of Kc Inc as worthy and place us on this list (108) for future opportunities. We have attached our IRS letter and a few other documents, we can provide whatever needed.

Russell Neff
President
7/11/23



Pamela Parson, CEO
Jonathan Street Community Outreach Center
18321 Wolfpack Way
Hagerstown, MD 21740
September 8, 2022

Kimberly Jacobson
Legal Assistant
100 W. Washington Street, Suite 1101
Hagerstown, Maryland 21740

Dear Kimberly Jacobson:

I was requested by you, to send a letter of request to be placed on your organizations eligible for funding by the Board of County Commissioners of Washington County, Maryland, pursuant to Section 1-108(b) of the Code of the Public Local Laws of Washington County, Maryland.

I have also attached a copy of our IRS determination letter which states that we are a 501C3 exempt status and we also attached a Maryland Good Standing status from the Maryland State Tax and Assessment office.

Should you need additional information, please contact me at the information above.

Sincerely,

Pamela Parson, CEO
Jonathan Street Community Outreach Center

Enclosure

August 1, 2023

Board of County Commissioners of Washington County
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

Board of County Commissioners,

CASA (Court Appointed Special Advocates) of Western MD is a non-profit organization whose mission is to recruit, train and support volunteers from the community to serve as advocates for area foster children. The volunteers get to know the children and are able to report to the court system on the child's experience in foster care. Ultimately, the goal is to ensure the child has a permanent and safe home, whether that is with their family or through an adoption.

This letter is provided to request CASA of Western Maryland be added to Washington County's non-profit list. It is the understanding that to apply for funding and participation in the county, the organization needs to be included on the list.

In August of 2021, CASA of Allegany County was asked to absorb CASA of Washington County, ultimately resulting in the renaming of the non-profit organization to CASA of Western Maryland. By November 2021, the name change occurred. This was exciting news in addition to a new challenge to raise additional funds to support both counties. The organization took on the challenge and has continued to grow.

Currently, CASA of Western Maryland is supporting 14 of the 15 children in Washington County assigned through the court system to have a volunteer. However, more foster children would benefit from the program with more volunteers. The program participates in community outreach events to recruit volunteers to attend the training program. Once a volunteer completes the training program, they are sworn in by the court system. CASA of Western Maryland completes background checks on all volunteers regularly. Employee volunteer supervisors oversee the interactions with the children and ensure that the court reports are prepared properly before presenting to the judge or magistrate.

As many are aware non-profit management and grant funding is extremely challenging and our organization is no different from others attempting to be granted funds. The one thing that helps us to stand out are the success stories of children that have benefited by having a CASA volunteer. There is no better feeling than a child telling a volunteer they are happy and succeeding.

As per requested, attached to this letter is the IRS letter stating that we are a 501 (c) (3) organization. Also included is the Maryland State Department of Assessments and Taxation report. Lastly, our brochure sharing some information about CASA of Western Maryland.

CASA of Western Maryland is very excited to continue to participate and grow in Washington County.

Sincerely,



Krista Barry
Executive Board Member / Treasurer



Frequently Asked Questions

Who can volunteer?

- Must be at least 21 years old.
- Must be able to pass a background check.
- Must complete online training. The training averages 30-35 hours but could be more.
- Must be able to commit to (at least) 1 year of service.
- Must be able to travel to and attend court hearings.

What do you do?

ASA volunteers are the eyes and ears for the court. Volunteer will meet with the child monthly and gather information through everyone in their lives. Volunteers will provide advocacy for the child's best interests through the court. A volunteer will write a court report with recommendations that will be considered by the judge. A CASA volunteer's goal is to advocate for a child until they are returned home or are put in a safe and permanent placement.

How much time does it involve?

Each case is different. A CASA volunteer usually spends several hours doing research and conducting interviews prior to the first court appearance. More complicated cases may take more time. Once initiated, volunteers work about 8-15 hours a month.

Will I have help?

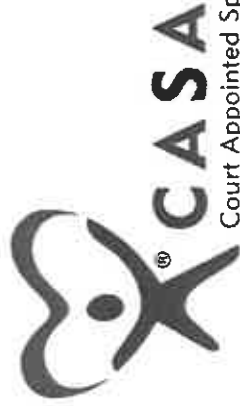
You are not in this alone! Each CASA volunteer is an advocate coordinator. Their job is to assist you in any way they can with your case. You will update them on a consistent basis about any concerns or questions you might have about your case. Feel free to reach out. That's what they are here for!

What are the next steps?

Visit us on our website, Facebook page, or call the office with any questions. Fill out the application via Facebook or through our website (make sure you hit submit). Wait for our training facilitator to reach out and get you set up for an interview!

"Unless someone like you cares a whole awful lot, nothing is going to get better. It's not."

~Dr. Suess



Court Appointed Special Advocates
FOR CHILDREN


CASA OF WESTERN MARYLAND




Learn More

 www.facebook.com/casaofwesternmaryland/

 240-513-5108

 www.casaofwesternmaryland.org

 33 West Franklin Street
Suite 220
Hagerstown, MD 21740



CASA

Court Appointed Special Advocates
FOR CHILDREN

CASA OF WESTERN MARYLAND

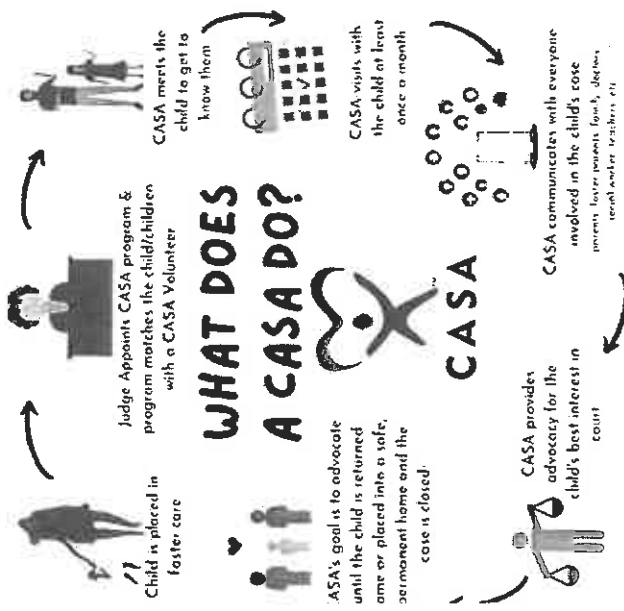
CHANGE A CHILD'S STORY.



Volunteer

A CASA Volunteer is a court appointed, trained, and committed adult who ensures every child has a voice and consistency in their life. They get to know the child while gathering information from those involved in their life in order to make recommendations to the judge based on the child's best interests.

Volunteers work with legal and child welfare professionals, educators and others to ensure that judges have all the information they need to make potentially life-changing decisions for each child. These stories have better endings because of people like YOU.



ASA of Western Maryland proudly serves and accepts volunteers for the following three counties:

- Allegany County



"I always wondered why somebody doesn't do something about that. Then I realized I was somebody." ~Lily Tomlin

WE NEED YOU!

To be engaged in the community, you should feel included and valued. CASA of Western Maryland strives to build an environment where inclusiveness is a reflex, not an initiative. We value the visible and invisible qualities that make you who you are.

As an organization, our strength is in our promise to be inclusive with intentional strategies to welcome and embrace everyone. It is in our differences that we will find the power to keep revolutionizing the way the world listens. Here, at CASA of Western Maryland, there is no special background or knowledge required.

If you have a passion for helping abused or neglected youth, you are a perfect fit.

Children with a CASA:



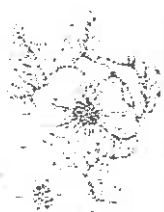
ARE more likely to find a safe, permanent home.



ARE more likely to succeed in school.



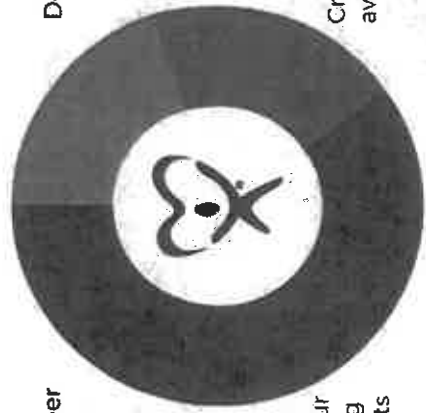
ARE half as likely to re-enter the foster care system.



OTHER WAYS TO GET INVOLVED

Volunteer

Donate



Support our fundraising efforts

Create awareness



BOARD OF COMMISSIONERS, WASHINGTON COUNTY

I am requesting my nonprofit organization, Liberation Inc, be added to Washington County's Recognized Nonprofit List. We are in Good Standing in the State of Maryland and continue the majority of our work with youth, here in Washington County.

We focus on exposing youth, ages 6-18 to opportunities that extend beyond their local community, through field trips, mentorship, education, enrichment activities, etc., to foster well-rounded, successful youth and adults. We work with families to ensure that their basic necessities are met and a large focus on healthcare is pursued.

To bridge the youth to opportunities that inspire long-term success and happiness. To liberate families in all forms through education, economic support, healthcare, and mental well-being. Our vision is Prevention, not Reaction.

We look forward to continuing our work in Washington County and holding more future events.

Fredrick Chavis

FRED CHAVIS
CHAIRMAN
LIBERATION INC



Agenda Report Form

Open Session Item

SUBJECT: Forget-Me-Not Months (September, October, November 2023) Proclamation

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Board of County Commissioner to James Arnold, Disabled American Veterans Organization

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: Proclamation Presentation

WHEREAS, the Disabled American Veterans Organization offers free services to disabled veterans and their families in filing claims for government benefits as well as the resolution of problems regarding employment, health care and counseling, and

WHEREAS, the Disabled American Veterans Organization strives to respond to emergency needs arising in the family of any disabled veteran, and

WHEREAS, the community wishes to express a deep and continuing sense of gratitude to those disabled veterans who gave so much to protect and preserve our way of life, and

WHEREAS, the Disabled American Veterans Organization has chosen September, October, and November 2023 for its annual *Forget-Me-Not* Drive in Washington County and pledges that all contributions will be utilized for disabled veterans and their families in our community.

NOW THEREFORE, We the Board of County Commissioner of Washington County, Maryland, hereby recognize September, October, and November 2023 as “*Forget-Me-Not*” Months and encourage all citizens to join in and support those who have given so freely to protect and defend the rights and freedom of us all.



Agenda Report Form

Open Session Item

SUBJECT: Presentation by Meritus Health on their Community Health work

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Maulik Joshi, President and CEO, Meritus Health and Dave Lehr, Chief Strategy Officer, Meritus Health and Chief Operating Officer, proposed Meritus School of Osteopathic Medicine

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: Meritus Health will share the work they are doing in the community that is increasing access to primary and specialty care and addressing loneliness and social isolation in the community. Meritus Health will also share their work in providing transportation to community members for healthcare needs and their efforts in sustainability and renewable energy. This investment in the community through medical and non medical services has placed Meritus in the top 1% of not for profit hospitals in the nation in terms of their financial investment in community health programs and services.

DISCUSSION: See above

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ATTACHMENTS: Powerpoint slide attached

Meritus Health - Community Health

1. In the community

1. Cascade/Fort Ritchie
2. Hancock
3. Mobile Clinic
4. Transportation

2. Care Caller program to call lonely people in our community

1. Over 325 people called almost weekly
2. 94% say they are less lonely after being in the program for 4 months
3. <https://www.meritushealth.com/about/Care-Callers>

3. Financial Investment

1. Sustainability and Renewable Energy
2. Over \$50 million a year in community benefit
3. Over \$10 million a year in Free/Uncompensated care
4. Top 1% in the country in community investment (From among 1,800 not for profit hospitals - Lown Institute)



Agenda Report Form

Publics' Packets – no attachment

Open Session Item

SUBJECT: Contract Award (PUR-1630) - Food Services at the Washington County Detention Center (WCDC)

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Brandi Naugle, CPPB – Buyer; Major Craig Rowe – Washington County Sheriff's Office

RECOMMENDED MOTION: Move to award the contract for the Food Services at the Washington County Detention Center based on the estimated quantities of meals.

REPORT-IN-BRIEF: On Monday, July 31, 2023, the Coordinating Committee met for a final review of the Qualifications & Experience/Technical Proposals for the subject services. The Committee determined that both submitting firms were responsive to the County's Request for Proposal to perform the subject services at the WCDC. The contract term is for one (1) year tentatively beginning September 1, 2023, 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 on the Producer Price Index.

Advantages of contracted food services include: (1) County funds will not be encumbered in inventory; (2) guaranteed meal prices that will also assist in annual budgeting; (3) cost savings in services; and (4) the County will not be responsible for recruitment/retention of food service staff. The present contract with Aramark was awarded on June 12, 2018.

The Coordinating Committee was comprised of the following members: County Sheriff (Committee Chairman), County Purchasing Director, WCDC's Warden, WCDC's Assistant Warden, and the County Buyer.

DISCUSSION: The Request for Proposals (RFP) was advertised in the local newspaper, on the State's "e-Maryland Marketplace Advantage" (eMMA) web site, and on the County's web site. The RFP document was accessed from the web site by twenty (20) firms/individuals. Three (3) firms were represented at the pre-proposal conference and two (2) proposals were received.

FISCAL IMPACT: An amount of \$808,090 was approved for FY'24 in Line-Item No. 505070-10-11320 for the Detention Center's Food and Supplies and \$170,840 will be transferred from General Operations Account 500130-10-11200.

CONCURRENCES: As recommended by the Coordinating Committee

ALTERNATIVES: N/A

ATTACHMENTS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-23-0126) – One (1) Tiger Boom Mower and One (1) Flail Mower

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Rick Curry, CPPO, Director, Purchasing Department; Zane Rowe, Deputy Director, Highway Department

RECOMMENDED MOTION: Move to authorize by Resolution, for the Highway Department to purchase one (1) Tiger Boom Mower and one (1) Flail Mower for the purchase in the amount of \$95,438.86 and to utilize another jurisdiction's contract that was awarded by Soucewell, (Contract 070821-TRG) to Tiger Mowers, LLC, of Seguin, TX.

REPORT-IN-BRIEF: The Code of Public Laws of Washington County, Maryland (the Public Local Laws) 1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a part to the original contract. Sourcewell solicited the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the procurement of the equipment in accordance with the Public Local Laws referenced above that participation would result in cost benefits or in administrative efficiencies.

The County will benefit with the direct cost savings in the purchase of this equipment because of economies of scale this contract has leveraged. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting and evaluating a bid. Acquisition of the equipment by utilizing the Sourcewell contract and eliminating our County's bid process would result in an administrative and cost savings for the Highway Department and Purchasing Department in preparing specifications.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's account EQP042.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Sourcewell Tiger Quote dated 3/1/20232

AUDIO/VISUAL NEEDS: N/A

PRICE LIST A

SOURCEWELL TIGER QUOTE SHEET

1-Mar-2023

Bill To:	Washington County, MD		
Ship to:	Gladhill Tractor		
End User	Washington County, MD		
End User Contact	Jack Reynard	PO#	
Quote#	PRH081523	Order Date:	
Dealer Contact	Will Fogelsanger	Quote Date:	08/15/23
DLR Phone / Fax		Requested ship date:	
Dealer Email		Sourcewell Contract #	070821-TGR
		Sourcewell Member #	



Please direct questions to:

Ph: 800-843-6849 EXT 3
email all quotes in excel format
to:orders@tigermowers.com

Shipping Instruction

BENGAL SERIES

SIDE SHIFT - Rotary or Flail

(Boom Reach from 17.5' to 26.3')

HOW TO ORDER: You must select one item from Sections 1, 2, & 3 for a complete Boom Mower.

Qty	Order Code	Description	Approx. (lbs)	List Price	Disc	Sourcewell Price
SECTION 1 - Choose a Base Unit						
1	BB-18	Mid-mount Boom Mower (1300 lb wheel weight)	3950	\$ 39,606	18%	\$ 32,476.92
1	3OS-BB-EXT	3OS Boomrest Extension Bracket	22	\$ 597	18%	\$ 489.54
SECTION 2 - Choose a Cutter Head						
MULCHER						
1	ML36-BNGCHN	36" Mulcher Head with Quad Cut Teeth - Rear Chain	925	\$ 26,274	18%	\$ 21,544.68
SECTION 3 - Choose a Hydraulic Controls Options						
1	JSTK	Joystick, Electro-hydraulic and Valve Kit	80	\$ 18,304	18%	\$ 15,009.28
SECTION 4 - Installation Charge						
1	Field Mnt	Installation of complete boom mower system		\$ 8,446	18%	\$ 6,925.72
SECTION 5 - BOOM MOWER OPTIONS						
1	P/G GUARD	Pump/Grille Guard	39	\$ 657	18%	\$ 538.74
ADDITIONAL OPTIONS FROM PRICE LIST						
1		Wheel Weight - 500 lb.	500	\$ 2,150	18%	\$ 1,763.00
1	RF-90SD	Flail, Rear Mount 90", STANDARD CUT	1159	\$ 16,766	18%	\$ 13,748.12
1	Mounting	Installation of complete mower system		\$ 223	18%	\$ 182.86
12		Dealer PDI (prep,delivery,installation) Hourly Rate	Net Per Hour	\$ 230		\$ 2,760.00

Totals**\$ 95,438.86****TRACTOR INFORMATION REQUIRED:**

Make/Model:	John Deere 5105M	Transmission	
Tire size		Cab Type	
	Front	2WD or MFWD	MFWD
	Rear		

All prices are FOB Destination.

Prices are subject to change without notice.

RESOLUTION NO. RS-2023-

(Intergovernmental Cooperative Purchase [INTG-23-0126] One [1] Tiger Boom Mower and One [1] Flail Mower)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), §1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of §1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase one (1) Tiger Boom Mower and one (1) Flail Mower for a total cost of \$95,438.86, and to utilize another jurisdiction's contract that was awarded by Sourcewell (Contract 070821-TRG) to Tiger Mowers, LLC, of Seguin, Texas.

Eliminating the County's bid process will result in administrative and cost savings for the Highway Department. The County will benefit with direct cost savings because of the economy of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to §1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to one (1) Tiger Boom Mower and one (1) Flail Mower for a total cost of \$95,438.86, and to utilize another jurisdiction's contract that was awarded by Sourcewell (Contract 070821-TRG) to Tiger Mowers, LLC, of Seguin, Texas.

Adopted and effective this 29th day of August, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Kirk C. Downey
County Attorney

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



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-23-0125) Five (5) New 2023 Ford F350 AWD Super Cab Pickup Trucks

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Rick Curry, CPPO, Director, Purchasing Department; Zane Rowe, Deputy Director, Highway Department

RECOMMENDED MOTION: Move to authorize by Resolution, for the Highway Department to purchase five (5) New 2023 Ford F350 AWD Super Cab Trucks from Hertrich Fleet Services, Inc. of Milford, DE for the purchase price of \$61,400 each; for the total sum of \$307,000 and to utilize another jurisdiction's contract that was awarded by the State of MD Department of General Services (Contract #001B3600198) to Hertrich Fleet Services, Inc.

REPORT-IN-BRIEF: The Highway Department is requesting to purchase five (5) pickups that are 10 years old and exceeds the County's Vehicle and Equipment Types and Usage Guidelines. The County's replacement guidelines for vehicles is recommended at a ten (10) year economic life cycle. The replaced pickups will be advertised on GovDeals.com for auctioning.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) 1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a part to the original contract. The State of M Department of General Services I solicited the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the procurement of the equipment in accordance with the Public Local Laws referenced above that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from the direct cost savings in the purchase of this equipment because of the economies of scale this contract has leveraged. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting and evaluating a bid. Acquisition of the vehicle by utilizing the State of MD's contract and eliminating our county's bid process would result in administrative and cost savings for the Highway Department and Purchasing Department in preparing specifications.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Capital Improvement Plan (CIP) budget account EQP042.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Hertrich Fleet Services, Inc., Quote dated August 14, 2023

HERTRICH FLEET SERVICES, INC

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep
Lincoln - Honda - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

August 14, 2023

Jack Reynard
Manager Fleet Administration
Hagerstown, MD 21742

We are pleased to provide a quote, priced per MD BPO 001B3600198 1 Ton Truck 8-XX and equipped as follows:

2023 FORD F350 4WD, Super Cab W/ 7.3L V8 GAS ENGINE, 10 SPD AUTO TRANS, VINYL SEAT & FLOOR, A/C, AM/FM RADIO, TRAILER TOW PKG, BLUETOOTH, E-LOCKING AXLE, POWER WINDOWS, LOCKS & MIRRORS, DRIVER CONFIGURABLE DAY TIME RUNNING LIGHTS

✓	Code	Description	Amount
	X3B	2023 F350 - Super Cab (4 Doors) 4WD	\$51,930
		8' BED	\$225
	Z1/1S	Oxford White Exterior & Earth Gray Cloth 40/20/40 Seat and Vinyl Floor	
	473	Plow Prep PKG	\$250
	X3E	3.73	N/C
	17S	STX Appearance Pkg	\$5,115
	17X	FX4 Off Road Pkg Skid Plates	\$495
	18A	Upfitter Interface System	\$400
	18B	Running Boards	\$445
	19J	Cross Bed Tool Box Matte	\$950
	61S	Splash Guard Front	\$130
	62S	Splash Guard Rear	N/C
	66S	Upfitter switches	\$165
	67B	410 Amp Alternator	\$115
	85G	Tailgate Step	\$375
	85S	Tough Bed Spray in Bed liner	\$595
	86M	Dual Battery	\$210
		MSRP \$64,290	
		Total for Vehicle	\$61,400
		Total x 5 Trucks	\$307,000

Please get in touch with any questions, changes, or to submit an order. I look forward to hearing from you.

John Worrall - jworrall@hertrichfleet.com or 800-698-9825

RESOLUTION NO. RS-2023-

(Intergovernmental Cooperative Purchase [INTG-23-0125] Five [5] New 2023 Ford F350 AWD Super Cab Pickup Trucks)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), §1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of §1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase five (5) new 2023 Ford F350 AWD Super Cab Pickup Trucks at the purchase price of \$61,400 each, for a total cost of \$307,000, and to utilize another jurisdiction's contract that was awarded by the State of Maryland Department of General Services (Contract #001B3600198) to Hertrich Fleet Services, Inc., of Milford, Delaware.

Eliminating the County's bid process will result in administrative and cost savings for the Highway Department. The County will benefit with direct cost savings because of the economy of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to §1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to purchase five (5) new 2023 Ford F350 AWD Super Cab Pickup Trucks at the purchase price of \$61,400 each, for a total cost of \$307,000, and to utilize another jurisdiction's contract that was awarded by the State of Maryland Department of General Services (Contract #001B3600198) to Hertrich Fleet Services, Inc., of Milford, Delaware.

Adopted and effective this 29th day of August, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Kirk C. Downey
County Attorney

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



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-23-0127) – One (1) John Deere Utility Tractor for the Highway Department.

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Rick Curry, CPPO, Director of Purchasing Department; Zane Rowe, Deputy Director, Highway Department

RECOMMENDED MOTION: Move to authorize by Resolution, the Highway Department to purchase one (1) John Deere 5105M Utility Tractor for the purchase in the amount of \$76,373.32 and to utilize another jurisdiction's contract that was awarded by Sourcewell, (contract #110719-JDC) to John Deere of Cary, NC.

REPORT-IN-BRIEF: The Highway Department is requesting to purchase one (1) tractor to replace a tractor that is 16 years old and exceeds the County's Vehicle and Equipment Types and Usage Guidelines. The County's replacement guidelines for utility tractor are recommended at a ten (10) year economic life cycle. The replaced utility tractors will be advertised on GovDeals.com for auctioning.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) 1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a part to the original contract. Sourcewell solicited the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the procurement of the equipment in accordance with the Public Local Laws referenced above that participation would result in cost benefits or in administrative efficiencies.

The County will benefit with the direct cost savings in the purchase of this equipment because of economies of scale this contract has leveraged. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting and evaluating a bid. Acquisition of the equipment by utilizing the Sourcewell contract and eliminating our County's bid process would result in an administrative and cost savings for the Highway Department and Purchasing Department in preparing specifications.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the Capital Improvement Program (CIP) budget account EQP042.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Smith Implements Inc. Quote dated 6/22/2020

AUDIO/VISUAL NEEDS: N/A

Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

Vendor: Deere & Company

- ☐ 2000 John Deere Run
Cary, NC 27513
- ☐ Signature on all LOIs and POs with a signature line
- ☐ Contract name or number; or JD Quote ID
- ☐ Sold to street address
- ☐ Ship to street address (no PO box)
- ☐ Bill to contact name and phone number
- ☐ Bill to address
- ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
- ☐ Membership number if required by the contract

For any questions, please contact:**William Fogelsanger**

Gladhill Tractor Mart, Inc.
5509 Mt. Zion Road
Frederick, MD 21703

Tel: 301-663-6060

Fax: 301-663-1658

Email: will@gladhilltractor.com

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.


ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Gladhill Tractor Mart, Inc.
5509 Mt. Zion Road
Frederick, MD 21703
301-663-6060
jacksmail@gladhilltractor.com

Quote Summary

Prepared For:

WASHINGTON COUNTY HIGHWAY DEPT
601 NORTHERN AVE
HAGERSTOWN, MD 21742
Business: 240-313-2720
Mobile: 240-675-6013
sbowders@washco-md.net

Delivering Dealer:

Gladhill Tractor Mart, Inc.
William Fogelsanger
5509 Mt. Zion Road
Frederick, MD 21703
Phone: 301-663-6060
will@gladhilltractor.com

Quote ID: 29418675
Created On: 14 August 2023
Last Modified On: 17 August 2023
Expiration Date: 31 December 2023

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 5105M Utility Tractor	\$ 76,373.32 X	1 =	\$ 76,373.32
Contract: Sourcewell Ag Tractors 110719-JDC (PG 1P CG 70)			
Price Effective Date: August 1, 2023			
Equipment Total			\$ 76,373.32

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 76,373.32
Trade In	
SubTotal	\$ 76,373.32
Est. Service Agreement Tax	\$ 0.00
Total	\$ 76,373.32
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 76,373.32

Salesperson : X _____

Accepted By : X _____

Selling Equipment


Quote Id: 29418675

Customer Name: WASHINGTON COUNTY HIGHWAY DEPT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Gladhill Tractor Mart, Inc.
5509 Mt. Zion Road
Frederick, MD 21703
301-663-6060
jacksmail@gladhilltractor.com

JOHN DEERE 5105M Utility Tractor

Hours:
Stock Number:
Contract: Sourcewell Ag Tractors 110719-JDC (PG 1P CG 70)

Selling Price *
\$ 76,373.32

Price Effective Date: August 1, 2023

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
19BGPY	5105M Utility Tractor	1	\$ 79,345.00	22.00	\$ 17,455.90	\$ 61,889.10	\$ 61,889.10
Standard Options - Per Unit							
182A	Less AutoTrac™/Less ISOBUS	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
183N	JDLink™ Modem	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
0202	United States	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English Operators Manual	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
0500	Less Package	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
1380	PowrReverser™ 16F/16R 40 km/h	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
1799	Less Loader Prep Package	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
1950	Less Application	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
2055	Standard Cab	1	\$ 14,681.00	22.00	\$ 3,229.82	\$ 11,451.18	\$ 11,451.18
2120	Air Suspension seat	1	\$ 1,037.00	22.00	\$ 228.14	\$ 808.86	\$ 808.86
2410	Instructional Seat with Seat-belt	1	\$ 684.00	22.00	\$ 150.48	\$ 533.52	\$ 533.52
2511	Mirror Telescopic LH & RH	1	\$ 373.00	22.00	\$ 82.06	\$ 290.94	\$ 290.94
3025	Corner Post Deluxe Exhaust	1	\$ 737.00	22.00	\$ 162.14	\$ 574.86	\$ 574.86
3325	2 Mechanical Stackable Rear SCV	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
3400	Less Mid SCVs	1	\$ -1,147.00	22.00	\$ -252.34	\$ -894.66	\$ -894.66
3820	Two Speed PTO - 540/540E	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
4000	Less Front Hitch	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
4010	Mechanical Rear Hitch Control	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
4110	Telescoping Draft Links with Ball End - Category 2	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
4160	LH Only Adjustment Lift Link	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00

Selling Equipment


Quote Id: 29418675

Customer Name: WASHINGTON COUNTY HIGHWAY DEPT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Gladhill Tractor Mart, Inc.
5509 Mt. Zion Road
Frederick, MD 21703
301-663-6060
jacksmail@gladhilltractor.com

4210	Mechanical Center Link with Ball Ends - Category 2	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
4310	Basic Drawbar	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
4420	LH & RH Stabilizer Bar	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
5010	Flange Axle	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
5090	Steel Rear Wheels	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
5133	460/85R30 (18.4R30) R1W Radial	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
5999	No Tire Brand Preference	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
6040	MFWD Front Axle	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
6203	320/85R24 (12.4R24) R1W Radial	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
8731	Full LED Lighting Package with Headlights	1	\$ 669.00	22.00	\$ 147.18	\$ 521.82	\$ 521.82
Standard Options Total			\$ 17,034.00		\$ 3,747.48	\$ 13,286.52	\$ 13,286.52
Technology Options/Non-Contract/Open Market							
1900	Less Display	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
1880	Less Receiver	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
Technology Options Total			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Dealer Attachments/Non-Contract/Open Market							
SJ23950	Auxiliary front drive coupler Kit	1	\$ 997.70	0.00	\$ 0.00	\$ 997.70	\$ 997.70
Setup	Setup	1	\$ 200.00	0.00	\$ 0.00	\$ 200.00	\$ 200.00
Dealer Attachments Total			\$ 1,197.70		\$ 0.00	\$ 1,197.70	\$ 1,197.70
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Total Selling Price			\$ 97,576.70		\$ 21,203.38	\$ 76,373.32	\$ 76,373.32

RESOLUTION NO. RS-2023-

(Intergovernmental Cooperative Purchase [INTG-23-0127] One [1] John Deere Utility Tractor for the Highway Department)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), §1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of §1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase one (1) John Deere 5105M Utility Tractor at a cost of \$76,373.32, and to utilize another jurisdiction's contract that was awarded by Sourcewell (contract #110719-JDC) to John Deere of Cary, North Carolina.

Eliminating the County's bid process will result in administrative and cost savings for the Highway Department. The County will benefit with direct cost savings because of the economy of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to §1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to one (1) John Deere Utility Tractor at a cost of \$76,373.32, and to utilize another jurisdiction's contract that was awarded by Sourcewell (contract #110719-JDC) to John Deere of Cary, North Carolina.

Adopted and effective this 29th day of August, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Kirk C. Downey
County Attorney

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



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-23-0128) One (1) Mack Chassis/Cab with a Dump Body for the Highway Department

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Rick Curry, CPPO, Director, Purchasing Department; Zane Rowe, Deputy Director, Highway Department

RECOMMENDED MOTION: Move to authorize by Resolution, the Highway Department to purchase one (1) Mack chassis/cab with a dump body from Baltimore Potomac Truck Centers. of Bladensburg, MD. The cost of each truck is \$277,810 and to utilize another jurisdiction's contract (#060920-MAK) that was awarded by Sourcewell to Baltimore Potomac Truck Centers.

REPORT-IN-BRIEF: The Highway Department is requesting to purchase one (1) dump truck to replace a vehicle that is fourteen (14) years old and exceed the County's Vehicle and Equipment Types and Usage Guidelines. The County's replacement guidelines for vehicles greater than 33,000 lbs. GVWR is recommended at a ten (10) year economic life cycle. The replaced vehicles will be advertised on GovDeals.com for auctioning.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. Sourcewell took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of this service in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit with direct cost savings in the purchase of this service because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Sourcewell solicitation provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the Highway Department's Capital Improvement Plan (CIP) account (EQP042).

CONCURRENCES: N/A

ALTERNATIVES:

1. Process a formal bid and the County could possibly incur a higher cost for the purchase, or
2. Do not award the purchase of the dump trucks.

ATTACHMENTS: Baltimore Potomac Truck Centers quote.

AUDIO/VISUAL NEEDS: N/A



7/27/23

CUSTOMER PURCHASE ORDER

Washington County Maryland (Member ID #18599)

100 W. Washington St.

Hagerstown, MD 21740

Baltimore Potomac Truck Centers provides the following vehicle(s) for your consideration.

One (1) New/Unused Mack Granite 42FR, MP7 375 HP Engine, Allison 4500RDS Transmission with 10' J&J Dump Body, Plow and Accessories provided by J&J Truck Bodies:

	Per One Unit (1)
Sourcewell Discount Factor	62.82% of List
Chassis Price	\$ 140,680
Sourced Goods	\$ 135,420
Added Protection Plans <i>Engine Plan 2 60/250</i> <i>EATS 60/250</i> <i>Starter/Alternator 60/300</i>	\$ 1,710
Total	\$ 277,810

This vehicle(s) is available under the Sourcewell (Formerly known as NJPA) Contract Number 060920-MAK. Please reference this Contract Number on all Purchase Number.

Sincerely,

Scott Parker

Dir. Of Government Sales – Baltimore Potomac Truck Centers

RESOLUTION NO. RS-2023-

(Intergovernmental Cooperative Purchase [INTG-23-0128] One [1] Mack Chassis/Cab with a Dump Body for the Highway Department)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), §1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of §1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase one (1) Mack chassis/cab with a dump body at a total cost of \$277,810, and to utilize another jurisdiction's contract (#060920-MAK) that was awarded by Sourcewell to Baltimore Potomac Truck Centers.

Eliminating the County's bid process will result in administrative and cost savings for the Highway Department. The County will benefit with direct cost savings because of the economy of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to §1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to purchase one (1) Mack chassis/cab with a dump body at a total cost of \$277,810, and to utilize another jurisdiction's contract (#060920-MAK) that was awarded by Sourcewell to Baltimore Potomac Truck Centers.

Adopted and effective this 29th day of August, 2023.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Kirk C. Downey
County Attorney

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



Agenda Report Form

Open Session Item

SUBJECT: MACo Annual Visit to Washington County

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Michael Sanderson, Executive Director, MACo; Calvin Ball, MACo President and Howard County Executive

RECOMMENDED MOTION: N/A

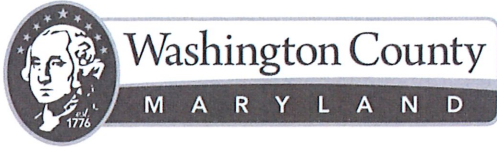
REPORT-IN-BRIEF: During this visit, MACo takes the opportunity to hear about issues and concerns that the Members may have on state policy issues, MACo's conferences and events, and so forth. They usually give a state legislative and budget update, and a look forward to the next session of the General Assembly, but they are glad to focus on topics that are of specific local interest, as needed. Updates are given on MACo's legislative activities, and we look to hear from elected officials about their needs and interests for the coming year. These visits help inform MACo's work and are valuable updates and exchanges for our members.

DISCUSSION: N/A

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ATTACHMENTS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Keefer Road Bridge Superstructure Replacement

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Scott Hobbs, Director, Division of Engineering

RECOMMENDED MOTION: Move to award the supply of precast prestressed concrete box beams for Keefer Road Bridge to the lowest responsive, responsible bidder, PennStress – a division of MacInnis Group, LLC. of Roaring Spring, Pennsylvania in the amount of \$62,700.00.

REPORT-IN-BRIEF: The project was advertised on the County's website, and on the State of Maryland's website, e-Maryland Marketplace Advantage. One quotation was received on Friday, August 18, 2023.

DISCUSSION: Keefer Road Bridge needs a superstructure replacement due to the condition of the existing steel beams and timber deck. The precast prestressed concrete adjacent box beams would be scheduled for delivery this fall, and the work is anticipated to be completed in three weeks by the Highway Department. Road/detour signs will be posted prior to the start of work.

FISCAL IMPACT: This is a budgeted Capital Improvement Plan (CIP) project (BRG085).

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Map

AUDIO/VISUAL TO BE USED: Map

Keefer Road Bridge





Agenda Report Form

Open Session Item

SUBJECT: Approval of Adjustment Form for Airport's FY24 Budget to Account for Wages/Benefits of ARFF Chief and Facilities Manager Grade Increase.

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Neil Doran, Airport Director, Andrew Eshleman, Director of Public Works.

RECOMMENDED MOTION(S):

- Move to authorize the Budget & Finance Director, County Administrator and County Commission President to sign the Airport's FY24 Budget Adjustment Form.

REPORT-IN-BRIEF: BOCC previously approved the hire of the ARFF Manager (Fire Chief) and the increase in Grade for the Facilities Manager.

DISCUSSION: Now there is a need to add wages and benefits for the new Airport Rescue and Firefighter Manager position along with the upgrade to the Airport Facilities Manager position. When the FY24 budget was being developed the decision to internally hire the ARFF Chief had not yet been determined, as the arrangement with DES was still being discussed/evaluated. Accordingly, these two changes were not budgeted in the FY24 budget so the Airport needs to take this adjustment before the BOCC to get approval for the adjustment can be completed by Budget & Finance.

FISCAL IMPACT:

Total – Up to \$73,820 + benefits

- \$64,314 (Grade 13, 5) ARFF Manager (Fire Chief) + benefits New Position
- \$9,506 to increase Facility Manager/Firefighter's Grade 10 to 12 (step 7 \$62,733) Existing Position
- The fiscal impact would be absorbed by the Airport's operating budget.

CONCURRENCES: Budget & Finance.

ALTERNATIVES: N/A

ATTACHMENTS: Budget Adjustment Form.

AUDIO/VISUAL TO BE USED: N/A.



Washington County, Maryland Budget Adjustment Form

Print Form

- ☐ Budget Amendment - Increases or decrease the total spending authority of an accounting fund or department
- ☒ Budget Transfer - Moves revenues or expenditures from one account to another or between budgets or funds.

Department Head Authorization

Neil R. Doran
Digitally signed by Neil R. Doran
Date: 2023.08.17 12:24:45 -04'00'

Division Director / Elected Official Authorization

Andrew Eshleman
Digitally signed by Andrew Eshleman
Date: 2023.08.14 09:21:40 -04'00'

Budget & Finance Director Approval

County Administrator Approval

County Commissioners Approval

Transaction/Post -Finance

Deputy Director - Finance

Preparer, if applicable

Debra Dickey
Digitally signed by Debra Dickey
Date: 2023.08.10 10:46:14 -04'00'

Required approval with date

If applicable with date

Required approval with date

Required approval with date

Required > \$ 25,000 with date

Expenditure / Account Number	Fund Number	Department Number	Project Number	Grant Number	Activity Code	Department and Account Description	Increase (Decrease) + / -
490090	45	45010				Fund Balance Reserve (Airport)	128,299
500000	45	45010				Full-Time Wages	73,820
500100	45	45010				FICA	5,647
500120	45	45010				Health Insurance	24,900
500125	45	45010				Other Insurance	450
500130	45	45010				Pension	19,192
500140	45	45010				Workers Compensation	4,290

Explain
Budget Adjustment

On 5/9/23 the BOCC approved the creation of an Airport Rescue and Firefighter Manager Position (Fire Chief) along with the upgrade to the Facilities Manager/Firefighter position. The changes require an adjustment to the departments budget for the increase to wages.

Required Action by
County Commissioners

☐ No Approval Required

☒ Approval Required

Approval Date if
Known



Agenda Report Form

Open Session Item

SUBJECT: Approval/Signature of updated and re-issued Business Permit for Allegiant Airlines, includes increases to several rates and fees paid by Allegiant Airlines effective 7/1/2023.

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Neil Doran, Airport Director, Andrew Eshleman, Director of Public Works

RECOMMENDED MOTION(S):

- Move to authorize the BOCC President, County Attorney and Airport Director to sign the updated Airport Business Permit document.

REPORT-IN-BRIEF: The Business Permit had not been updated nor had the rates been increased since original signing in 2012. Issue was first raised by Rick Johnson in Spring 2022. Later in Spring 2023, Neil Doran and Andrew Eshleman and assisted by Michael Mooney of Volaire Aviation Consulting, continued negotiations on this subject with Allegiant Airlines.

DISCUSSION: Staff recommends approval. Rates are consistent with negotiations with Allegiant at the April 2023 conference and over subsequent weeks. Allegiant recognizes our increased costs in providing ground support services for their airline and is willing to pay these increased fees. They also continue to strongly encourage the County to implement paid parking at the terminal as this would assist with these expenses and keep their Cost per Enplanement (CPE) competitively low. Agreed-upon rates are competitively low while also comparable to what is being charged by other similarly situated airports. Allegiant has signed their portion of the document. With BOCC concurrence, signatures by President Barr, Mr. Downey and Mr. Doran would complete the documents.

FISCAL IMPACT:

- Based upon current activity levels, these new rates should generate an estimated \$63,669 in additional annual revenue for the airport. The Business Permit had not been updated nor had the rates been increased since original signing in 2012.

CONCURRENCES: Airport Advisory Commission.

ALTERNATIVES: Alternative actions would be to keep rates at the same level for Allegiant or to try to circle back to the airline to negotiate for even higher rates, a course of action which is not recommended by staff and Air Service Development consultant at this time.

ATTACHMENTS: Business Permit document. Airport Cost Analysis Slide.

AUDIO/VISUAL TO BE USED: N/A.

HAGERSTOWN REGIONAL AIRPORT

Hagerstown, Maryland

BUSINESS PERMIT AGREEMENT

OWNER: **Board of County Commissioners of Washington County, Maryland**

RECIPIENT: **Allegiant Air, LLC**

PURPOSE: **Commercial Passenger Service**

This Agreement (the "*Agreement*") is made this ____ day of ____ 2023, by and between Allegiant Air, LLC, a Nevada limited liability company, (the "*Airline*") and the Board of County Commissioners of Washington County, Maryland, a body corporate and politic and a political subdivision of the State of Maryland (the "*County*").

NOW THEREFORE, in consideration of the authorization and issuance of a Business Permit by the County, the owner and operator of the Hagerstown Regional Airport (the "*Airport*") permitting the Airline to operate and do business at the Airport and the mutual covenants, conditions and agreements contained herein, the parties agree as follows:

1. Airline covenants and agrees to the following throughout the original term of the Business Permit, beginning July 1, 2023, and ending June 30, 2024 (the "*Original Term*"). Should both parties desire to renew this Business Permit at the end of the Original Term, and should the Airline be in full compliance with all terms and conditions of this Agreement, then approval of such optional one-year renewal for the period of July 1, 2024 – June 30, 2025 (the "*Renewal Term*") shall not be unreasonably withheld by the County.

2. It is understood and agreed that upon the full execution of this Agreement the Business Permit shall be issued by the County and shall be effective through June 30, 2024, and, if renewed by the County in accordance with the terms of Section 1, through June 30, 2025. Should either the County or the Airline desire to terminate this Agreement prior to June 30, 2025, written notice of said intention shall be mailed by certified mail, return receipt requested, postage prepaid, to the other party at its address as listed in Paragraph 10(b) of this Agreement not less than ninety (90) days before the desired termination date.

3. The Airline acknowledges that it is an independent contractor, and the Airline agrees

to fully indemnify and hold harmless the County from all claims whatsoever, including reasonable attorney's fees, arising out of its business operations at the Airport for which this Agreement relates, except for the willful negligence or willful misconduct of the County.

4. The Airline hereby agrees to pay a non-refundable Business Permit fee of One Dollar (\$1.00) to the County.

5. Airline agrees that the Business Permit issued pursuant to this Agreement is only for the operation of the business commercial passenger service as stated above as the "*Purpose*." The Airline agrees that any stated commercial service business operation other than the stated operation is expressly prohibited on Airport premises. The Airline shall operate its business only in the specific areas designated by the County and the Airline agrees that these designated areas may be changed and/or modified from time to time by the County. The Airline also acknowledges and agrees that the Business Permit contemplated herein does not constitute a lease of any property, real or personal, from the County to the Airline. This Business Permit does however permit the Airline exclusive and non-exclusive use of certain areas of the Airport and the Passenger Terminal Building, located on Showalter Road in Hagerstown, Maryland (as is more particularly described on **Exhibit "A"** which is attached hereto and incorporated herein).

6. In the event of non-payment by the Airline of any charges due to the County (as listed on **Exhibit "B"** which is attached hereto and incorporated herein), the County shall notify the Airline of said non-payment by certified mail, return receipt requested, postage prepaid, to the Airline at the address listed in Paragraph 10(b) of this Agreement. The Airline shall have twenty (20) days from the date said notice was received to tender said fee to the County. In the event the Airline does not tender said fee to the County within the said twenty (20) days, the Airline shall be in default of this Agreement.

7. It is understood and agreed by the Airline that it shall fully observe and comply with all laws, ordinances, and rules and regulations of the United States, the State of Maryland, Washington County, Maryland, and all agencies of said federal, State and local governments which may be applicable to Airline's operation or to the operation, management, maintenance or administration of the Airport now in effect or hereafter adopted; and further, the Airline shall provide to the County copies of any and all permits, licenses or other evidences of compliance with all laws and rules and regulations upon request by the County. The Airline, by executing this Agreement, specifically acknowledges the understanding of the applicable Airport Rules and Regulations known as the Airport's Primary Guiding

Documents, adopted October 31, 2006, and as may be amended from time to time, and further agrees to observe and fully comply with said Primary Guiding Documents and any changes and/or amendments thereto made by the County throughout the term of this Agreement. The execution of this Agreement by the Airline shall constitute acknowledgment by the Airline of receipt of a copy of the aforesaid Primary Guiding Documents, adopted October 31, 2006, and as may be amended from time to time. In the event of a violation of this paragraph, the County shall provide written notice of the violation to the Airline at the address contained herein. Failure of the Airline to remedy such violation within ten (10) days of the receipt of notice by the County shall constitute default of this Agreement by the Airline.

8. The Airline shall fully comply with and shall ensure that its employees, agents, suppliers, licensees, guests and invitees, and any other person over whom it has control, comply with all other rules, regulations, policies, and ordinances governing the use of the Airport as are established from time to time. In addition, the Airline shall also ensure that all such persons comply with this Agreement. Airline shall further comply with all security directives issued by the FAA, TSA and/or the Airport Director, or his/her agent, as they may pertain to the Airline's use of the Airport or its operations.

9. The Airline shall park its aircraft, vehicles, and equipment only in the parking areas designated for its use and the use of its employees and agents, and will abide by all applicable standards, regulations and resolutions published or adopted by the County. Failure to comply with this paragraph shall constitute a default of this Agreement by the Airline. A copy of the Aircraft Parking Plan is attached as Exhibit "C."

10. The Airline also submits the following information and verifies its completeness and accuracy:

(a) Legal Business Name: Allegiant Air, LLC

Address: 1201 N. Town Center Drive

City/State/Zip: Las Vegas, NV 89144

C.E.O.: John Redmond

President: Gregory Anderson

State of Incorporation: Nevada

(b) Official Notices Shall Be Sent to:

Name: Allegiant Airlines

Title: Airport Affairs Manager

Address: 1201 N. Town Center Drive

City/State/Zip: Las Vegas, NV 89144

Telephone: _____

Fax: _____

11. The Airline covenants and agrees to report to the County any and all changes of any of the information stated in this Agreement within twenty-four (24) hours of said changes.

12. The Airline shall maintain at its sole cost and expense and obtain, keep, procure, and continuously maintain during the term of this Agreement all insurance, including comprehensive general liability insurance in the minimum amounts required by the County in accordance with Section 2.11 - Insurance, of the Airport's Primary Guiding Documents, as may be amended from time to time, and the County's P-4 Policy which is incorporated herein by reference, covering all business operations, employees, and customers. The Airline further agrees to fully indemnify and hold harmless the County, its officers, elected officials, directors, employees and agents from any and all claims whatsoever, including reasonable attorney's fees, arising out of its operation to, from or at the Airport, as authorized by this Agreement, except for the willful negligence or willful misconduct of the County (including the willful negligence or willful misconduct of an Airport employee conducting ground handling activity at the Airport for the benefit of the Airline). The required insurance shall be in a form and with such companies as shall be acceptable to the County, shall provide at least (30) days advance written notice to the County of any cancellation, change or modification. Written proof of insurance in the form of an original Certificate of Insurance shall be submitted by the Airline to the County with the fully executed Agreement. The Airline further agrees that the County shall be named as an additional insured on all Airport related policies and the Certificate of Insurance shall so state.

13. It is understood and agreed that the County has the right at any time to amend the insurance requirements stated in the Airport's Primary Guiding Documents and in the County's P-4 Policy to reflect new minimum insurance standards for the Airline and other similar businesses operating at the

Airport after written notice to the Airline and the Airline agrees to adjust its coverage accordingly by the compliance date, which date shall be no less than sixty (60) days after the date such amendment is adopted. The County agrees it will not require the Airline to carry insurance which the County does not require of similar Airport businesses without cause. Failure of the Airline to be in full compliance with the insurance requirements herein shall constitute default of the Agreement by the Airline.

14. In addition to the Business Permit Fee required herein, the Airline agrees to pay to the County such other fees as may be required of another permittee or tenant providing the same service. The fees required to be paid by the Airline to the County are specifically described and provided for in **Exhibit "B"** attached hereto and incorporated herein. The Airline shall pay all said fees and charges on or before the twentieth (20th) day of each month for the preceding month's activity.

15. In the event of a default of any term or provision of this Agreement by the Airline, County shall have the right to exercise any one or more of the following remedies: (1) declare all fees owed to the County immediately due and payable; (2) require the Airline to immediately cease all business operations at the Airport; (3) revoke the Airline's Business Permit; (4) require the Airline to immediately vacate the Airport; and/or (5) pursue any other remedy at law or in equity.

16. It is understood and agreed by the Airline that in the event the County uses the services of an attorney or attorneys to enforce the provisions of this Agreement, the Airline shall be liable to the County for all reasonable attorney's fees in addition to any other costs, expenses and damages sustained by the County.

17. It is understood and agreed by the County that in the event the Airline uses the services of an attorney or attorneys to enforce the provisions of this Agreement, the County shall be liable to the Airline for all reasonable attorney's fees in addition to any other costs, expenses and damages sustained by the Airline.

18. This Agreement shall be construed, interpreted, and governed in accordance with the laws of the State of Maryland.

19. This Agreement shall be binding upon and inure to the parties hereto and their respective successors and assigns.

20. The failure of the County to insist upon the compliance with any term of the Agreement shall not be deemed a waiver of any right to enforce such term or provision.

21. The headings used herein are used for convenience or reference only and do not in any way define, limit, or describe the scope or intent of this Agreement.

(The remainder of this page was intentionally left blank.)

IN WITNESS WHEREOF, the parties have executed or caused to be executed this Agreement, the day and year first above written.

ATTEST/WITNESS:

Print Name:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

By: _____
John F. Barr, President

ATTEST/WITNESS:


Sarah A. Richardson

Print Name:

Sarah Richardson

sarah.richardson@allegiantair.com

ALLEGIANT AIR, LLC

By:  _____
Thayne Klingler

thayne.klingler@allegiantair.com

Reviewed and approved by:

Neil R. Doran, Airport Director

Approved as to Legal Sufficiency:

Kirk Downey, County Attorney

OPERATING PERMIT

On May 25, 2012, the Board of County Commissioners of Washington County, Maryland initially approved the issuance of an Airport Operating Permit to Allegiant Air, LLC. Subject to the terms and conditions set forth herein, that Airport Operating Permit is hereby reissued and updated as of the date used above within the first introductory paragraph of page one of this attached agreement.

Neil R. Doran, Airport Director,
an authorized representative of the Board of County
Commissioners of Washington County, Maryland

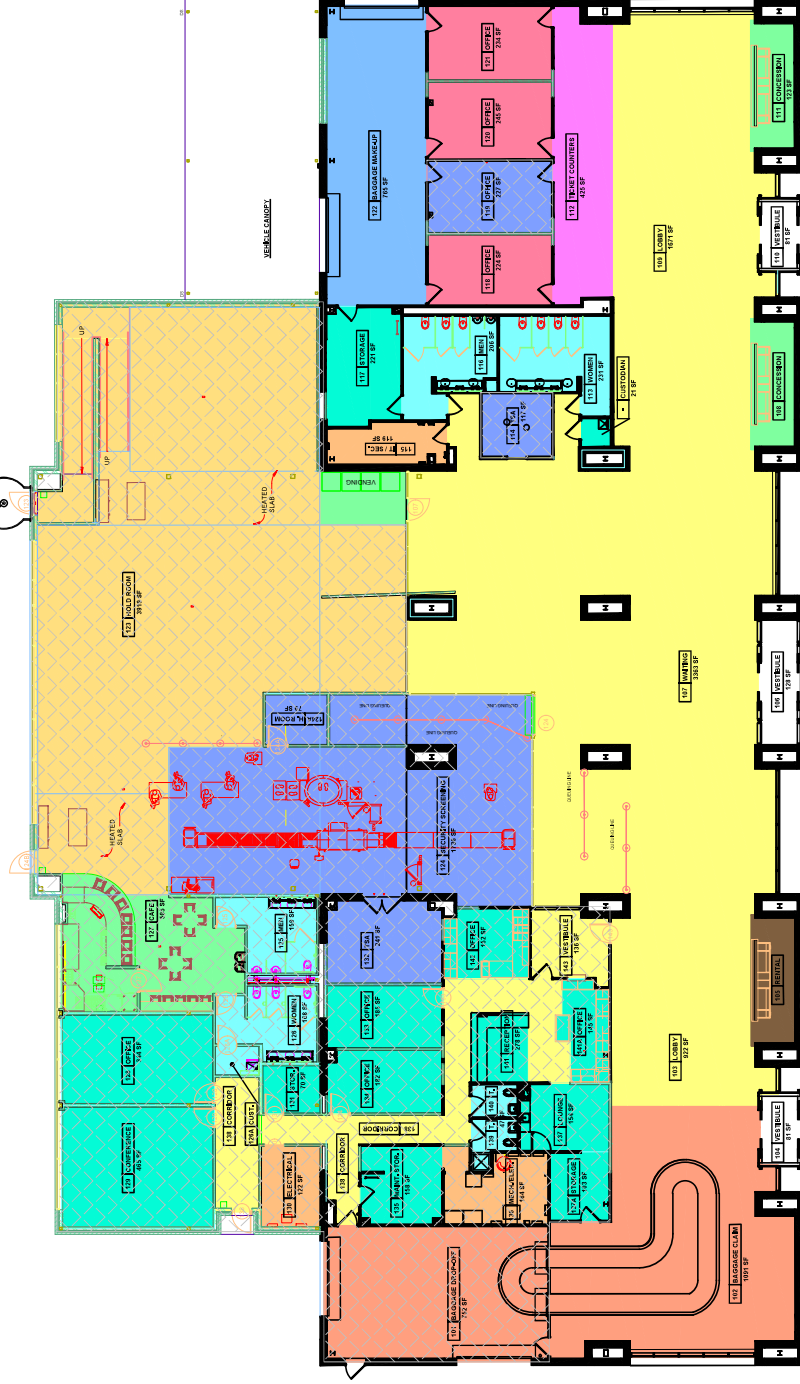
Hagerstown Regional Airport

BUSINESS PERMIT AGREEMENT

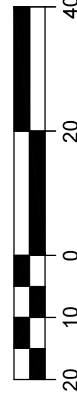
LIST OF ATTACHMENTS

1. EXHIBIT A – Approved Passenger Terminal Usage
2. EXHIBIT B – Rents, Fees and Charges
3. EXHIBIT C - Aircraft Parking Plan

Exhibit A



SCALE: 1" = 20'



<div><p>AIRCRAFT DESIGN CONSULTANTS 8921 UNIVERSITY BLVD SUITE 200 ELICOTT CITY, MD 21043 PHONE/FAX: 410.465.6006/6801</p></div>	DESIGNED: J.W.V.	<table><thead><tr><th>REVISION</th><th>REVISION DATE</th><th>DESCRIPTION</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></tbody></table>	REVISION	REVISION DATE	DESCRIPTION																												<div><p>Washington County, MD HAGERSTOWN REGIONAL AIRPORT</p></div>		PROJECT TITLE: TERMINAL SPACE ALLOCATION DRAWING HAGERSTOWN REGIONAL AIRPORT	FAX REF No.:
	REVISION		REVISION DATE	DESCRIPTION																																
DRAWN: J.W.V.	CHECKED: K.M.F.	AS SHOWN	SHEET TITLE: TERMINAL LAYOUT	EXHIBIT No.:																																
APPROVED: M.S.K.			SCALE:	DATE: OCTOBER 2021																																
				EX-01																																

FILE NAME: O:\HSP\General\ARCH\SPACE ALLOCATION\C-EB-TERM.dwg PLOTTED: Monday, October 25, 2021 - 4:19pm USER: Debuamgordhar

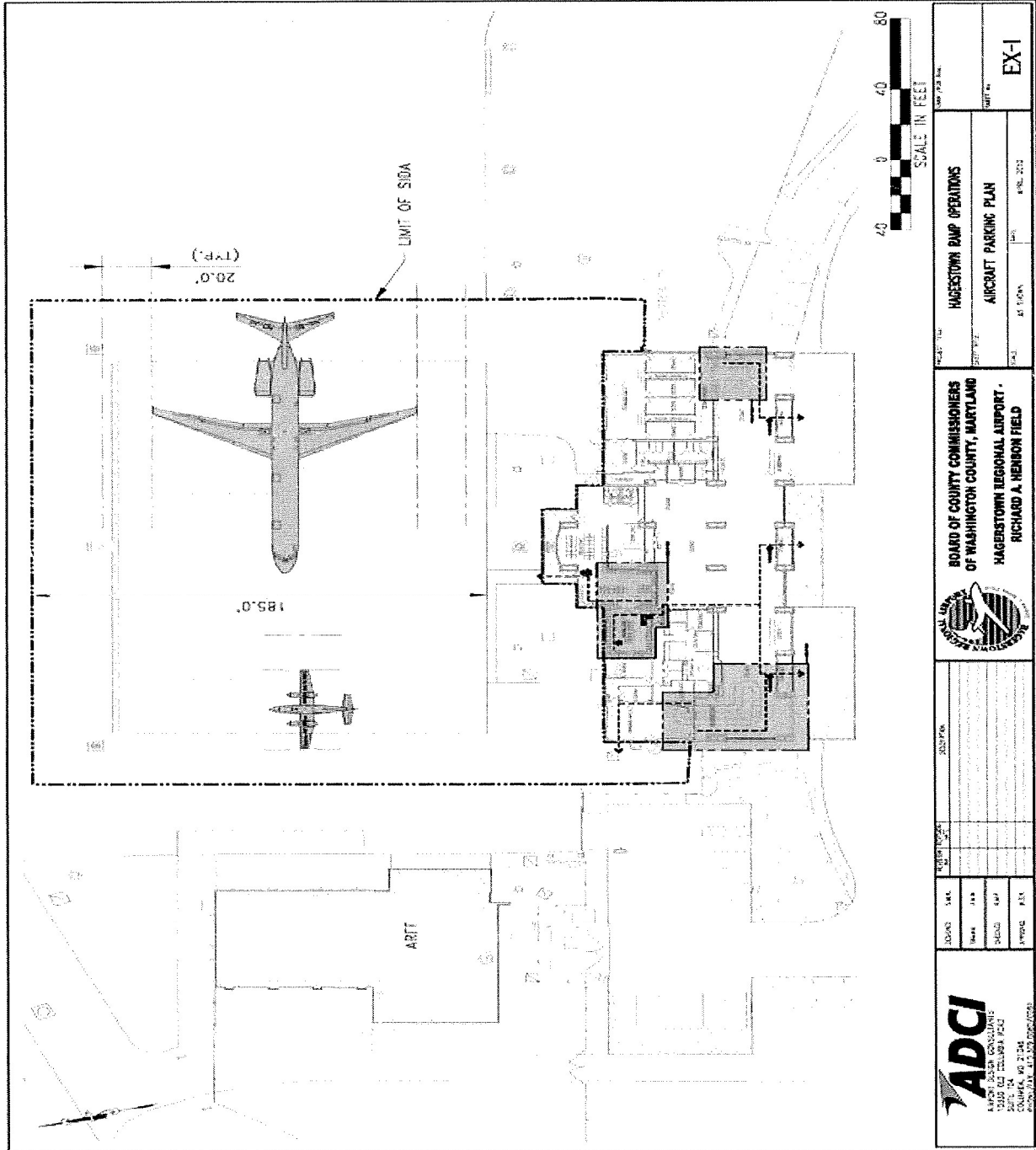
EXHIBIT “B”

RENT, FEES AND CHARGES

<u>ALLEGIANT AIR SERVICE</u>			
ELEMENT	Jul 2023 - Jun 2024 Initial Term	Jul 2023 -Jun 2024 Option Year 2	Jul 2024 – June 2025 Future Agreement
Turn Cost (Above & Below Wing per occasion)	\$300.00	\$300.00	TBD
Landing Fee (per occasion)	\$200.00	\$200.00	TBD
Fuel Flowage Fee (@ \$.03/gallon)	\$0.03 per gallon (No change)	\$0.03 per gallon (No change)	TBD
Into-Plane (Fueling Fee per occasion)	\$100.00 (No change)	\$100.00 (No change)	TBD
Terminal Rent \$6,600.00/YR	\$550.00/mo.	\$550.00/mo.	TBD

EXHIBIT "C"

AIRCRAFT PARKING PLAN











Allegiant_Business_Permit_Update_2023_HGR

Final Audit Report

2023-08-17

Created:	2023-08-11
By:	Neil Doran (ndoran@washco-md.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAA4bWNVjCWnflxca12kSQkHtVfOXzfjFF

"Allegiant_Business_Permit_Update_2023_HGR" History

-  Document created by Neil Doran (ndoran@washco-md.net)
2023-08-11 - 4:59:45 PM GMT
-  Document emailed to Sarah Richardson (sarah.richardson@allegiantair.com) for signature
2023-08-11 - 5:02:28 PM GMT
-  Email viewed by Sarah Richardson (sarah.richardson@allegiantair.com)
2023-08-17 - 8:03:36 PM GMT
-  Document e-signed by Sarah Richardson (sarah.richardson@allegiantair.com)
Signature Date: 2023-08-17 - 8:03:56 PM GMT - Time Source: server
-  Document emailed to Thayne Klingler (thayne.klingler@allegiantair.com) for signature
2023-08-17 - 8:03:57 PM GMT
-  Email viewed by Thayne Klingler (thayne.klingler@allegiantair.com)
2023-08-17 - 10:54:47 PM GMT
-  Document e-signed by Thayne Klingler (thayne.klingler@allegiantair.com)
Signature Date: 2023-08-17 - 10:59:43 PM GMT - Time Source: server
-  Agreement completed.
2023-08-17 - 10:59:43 PM GMT

Hagerstown Airport Services Cost Matrix

HAGERSTOWN REGIONAL AIRPORT ALLEGIANT AIRPORT COST STRUCTURE												
Element	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Variable Bias	2024 Fixed Bias
CSA/GOA Per Flight or Annual	\$0	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$300	\$22,800
Terminal Costs Annual	\$0	\$1,670	\$1,670	\$3,340	\$3,340	\$5,010	\$5,010	\$5,010	\$5,010	\$5,010	\$6,600	\$48,000
Turns	88	159	161	163	138	182	164	179	211	214	214	214
Terminal Cost Per Turn	\$0	\$11	\$10	\$20	\$24	\$28	\$31	\$28	\$24	\$23	\$31	\$224
Landing Fee Per Landing	\$0	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$200	\$200
Fuel-Into-Plane Per Fueling	\$0	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100
Fuel Flowage per Gallon	\$0	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03
Fuel per Turn 1,769 gal	\$0	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07	\$53.07
Cost Per Turn	\$0	\$374	\$373	\$384	\$387	\$391	\$394	\$391	\$387	\$386	\$684	\$684
Pax per Departure	153	148	145	144	152	145	87	130	152	150	150	150
CPE	\$0	\$2.52	\$2.58	\$2.66	\$2.55	\$2.69	\$4.52	\$3.01	\$2.54	\$2.58	\$4.56	\$4.56
										Estimated	Estimated	Estimated

- First two routes (SFB 2013 and PIE 2015) began with two years of free operations. Seasonal MYR service began in 2019.
- We propose the following rate increases for 2024:

(increase from estimated \$82,707 to \$146,376 on 214 flights. YoY change is considering no material increases have occurred in past 10 years. In support of our partnership, this would be a 16.7 % contribution towards our estimated \$875,000 operational budget expenses.)

Option A (variable pricing):

- Annual terminal rent from \$5,010 to \$6,600 (a CPI-only adjustment to \$2,200 per flight destination).
- Landing Fee increases from \$60 to \$200. (Airport needs to adjust landing fee structure for all users. \$200 coincides with that charged other similar weight aircraft. Millions recently invested on airfield projects). Remains a relatively low fee per thousand pounds of MGTOW **\$1.17 (Airbus 320 – 172,000 lbs.)**.
- CSA/GOA rate increased from \$150 to \$300 per turn.
- Fuel-into-plane remains at \$100, the FBO is charging us \$175. No change to Fuel flowage fee rate.

Option B (fixed pricing for terminal and CAS/GOA costs to incentivize increased flights/service):

- Annual CSA/GOA charge is fixed at \$22,800 no matter how many flights are added.
- Annual terminal rent fixed at \$48,000 no matter how many flights are added.
- Landing Fee increases from \$60 to \$200.
- Fuel-into-plane remains at \$100, the FBO is charging us \$175. No change to Fuel flowage fee rate.



Agenda Report Form

Open Session Item

SUBJECT: The Housing Authority of Washington County (HAWC) request to review the expansion of twelve new cottage apartments at the Blue Mountain Estates Senior Housing for aging in place low income 55 and older adult life long residents of Washington County. This property currently has 28 apartments and a community center.

PRESENTATION DATE: August 29, 2023

PRESENTATION BY: Corinne Guglielmini, The Housing Authority of Washington County Executive Director

RECOMMENDED MOTION:

REPORT-IN-BRIEF: HAWC has designed the expansion of the twelve new units to match the current apartments in style and size. The apartments are one story, 700 square foot cottage style apartments located off of Bishop Lane in Smithsburg, Maryland. With this expansion the property zoning density will be maximized and no further new development can occur on the site. There are currently 238 applicants on the waitlist at this location and the average age of the seniors on the waitlist is 73.

The HAWC has secured a loan for the property without the assistance of HUD. The project funding does not include any federal money. The agency has saved money for this project since 2015 and will provide a substantial payment toward the project. The Community Development Funding agency HAC has provided a construction loan at 5% to cover \$2,000,000 in costs.

DISCUSSION:

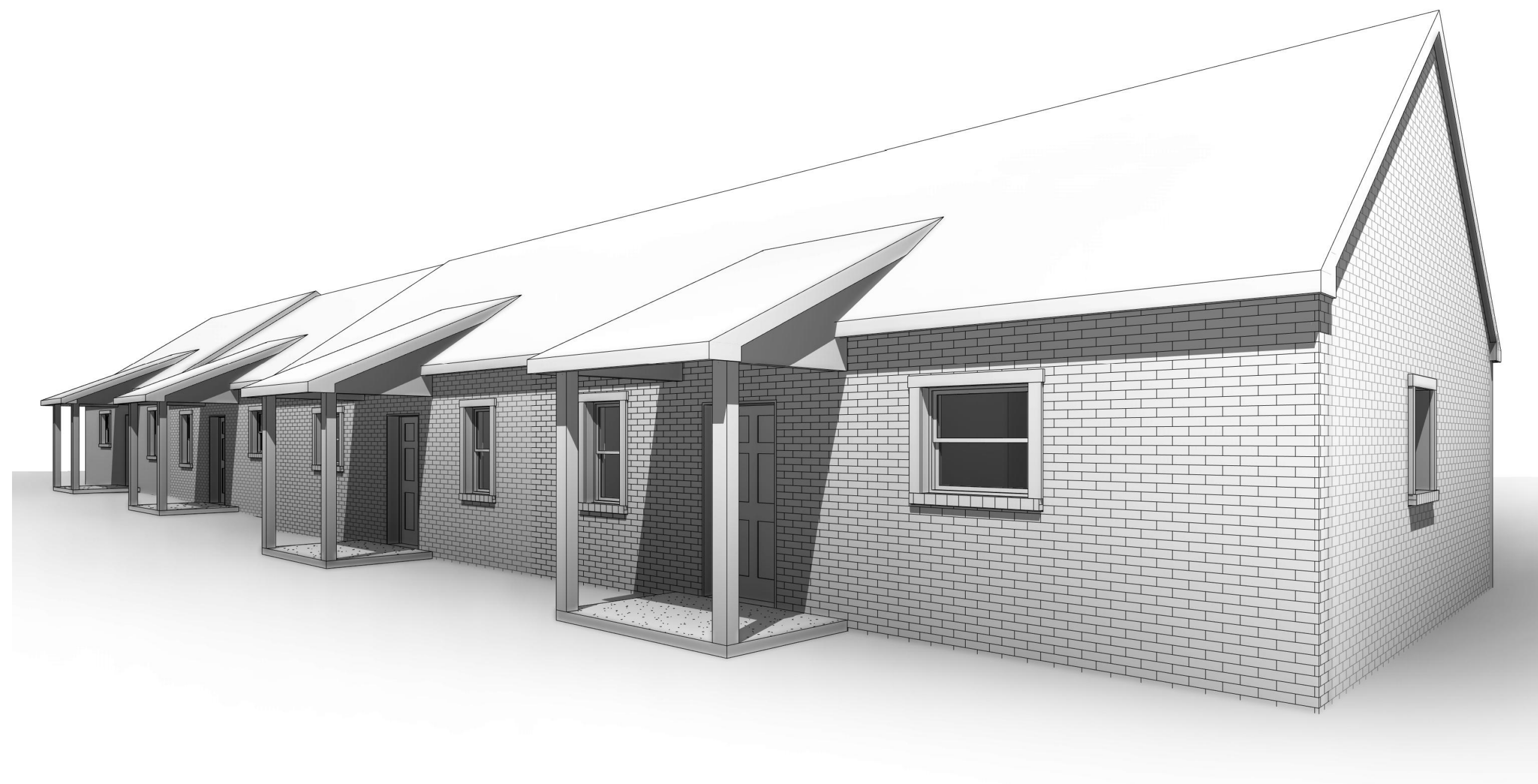
FISCAL IMPACT: None to the County

CONCURRENCES:

ALTERNATIVES:

ATTACHMENTS: Civil and Architectural Drawings

AUDIO/VISUAL NEEDS: See attached drawings



BLUE MOUNTAIN ESTATES
SAMPLE FOUR UNIT BUILDING
3D SKETCHES



SITE DATA

ZONING
FUNCTIONAL USE
SETBACKS

PARCEL
DISTURBED AREA
PARKING DATA
REQUIRED SPACES

PROVIDED SPACES

TR (TOWN RESIDENTIAL)
SINGLE FAMILY ATTACHED (TOWNHOUSE)

FRONT- 15'
SIDE- 15'
REAR- 15'
5.19 ACRES
1.50 ACRES

RESIDENTIAL- 2 SPACES PER DWELLING UNIT
=80 SPACES
EXISTING COMMUNITY CENTER- 1 SPACE PER 250
SF + 1 SPACE PER EMPLOYEE
=8 SPACES

88 SPACES REQUIRED
83 SPACES (PLUS 17 ON-STREET SPACES PROVIDED)



Agenda Report Form

Open Session Item

SUBJECT: Agriculture – Faces of Farming Presentation

PRESENTATION DATE: Tuesday, August 29, 2023

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 900 operating family farms and \$153,725,000 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 Videos: Price and Price Farm of Keedysville and Frog Eye Farm Blueberries of Knoxville, Maryland.