



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

December 17, 2024

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

A moment of silence was observed, followed by the Pledge of Allegiance to the Flag by the full assemblage.

CALL TO ORDER

President John F. Barr called the regular meeting of the Board of County Commissioners of Washington County, Maryland, to order at 8:01 a.m. with the following members present: Commissioner Derek Harvey and Commissioner Wayne K. Keefer. Vice-President Jeffrey A. Cline and Commissioner Randall E. Wagner were absent.

APPROVAL OF MINUTES

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the minutes of November 26, 2024. The motion passed unanimously (3-0).

FIRST CLOSED SESSION

Commissioner Harvey, seconded by Commissioner Keefer, moved to convene in first closed session at 8:03 a.m. The motion passed unanimously (3-0).

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

- Update on County-involved litigation.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Keefer, moved to reconvene in open session at 8:58 a.m. The motion passed unanimously (3-0).

INVOCATION: Reverend Dionne Hall presented the invocation.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Keefer shared holiday wishes to the citizens and staff of Washington County.

Commissioner Harvey thanked staff, road crews and public safety staff for keeping the community safe. He shared his wishes for a Merry Christmas to staff and citizens. Commissioner Harvey offered get-well wishes to Patricia Wagner for a speedy recovery.

Commissioner Barr shared his wishes for a Merry Christmas to staff and the citizens of Washington County. He offered prayers of healing to Patricia Wagner and Commissioner Cline. Commissioner Barr attended the Winter MACo Conference in Cambridge, Maryland. He commented on Governor Moore's speech. He attended the meeting for the Governor's Task Force for Service and Volunteerism. Commissioner Barr attended the Christmas Recital for the students of Kendra McDonnell. He shared upcoming events.

STAFF COMMENTS

Chip Rose, Director of Human Resources, presented the request to approve the hire of Haleigh Resetar for the position of Public Relations Coordinator, at a Grade 15, Step 1, at an hourly rate of \$33.90.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the hire of Haleigh Resetar as presented. The motion passed unanimously (3-0).

Eric Jacobs, Assistant Director of Field Operations, Emergency Services presented a change order request for an omitted cost, in the amount of \$1,104.00, for the reserve engine fleet.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the change order request as presented. The motion passed unanimously (3-0).

Michelle Gordon, County Administrator, congratulated President Barr on his installation as a member of the MACo Board. She attended the evening Board of County Commissioners meeting in Sharpsburg, Maryland. She thanked Mayor Russ Weaver for hosting the meeting. Ms. Gordon attended several departmental holiday luncheons. She met with the members of the Washington County Delegation regarding the 2025 Legislation season. Ms. Gordon attended the Jamison Door Grand Opening and recognized her father-in-law for his employment at the Jamison Door Company. She thanked Highway's, Emergency Services and Water Quality staff who worked over the weekend to battle the weather and on the water main break, she sent out a special thank-you to the directors for ensuring that County operations run smoothly.

Ms. Gordon requested a letter of support to Helene Grady, the Secretary of Budget and Management, on behalf of the Town of Boonsboro, supporting their request for funding from the 2025 Capital Budget for infrastructure needs related to water and sewer and a public works facility.

The Commissioners reached a consensus (3-0) for the letter of support.

CITIZEN PARTICIPATION

Stephanie Phillips - Hagerstown
Chris Comer and Alex Hodjatzadeh
Billy Woods – Washington County
Allison Palmer – Washington County

HOPE FOR HOME PROGRAM

Dr. Mark Sewell, Washington County Local Homeless Coalition (LHC) Lead; and Jeannie Asbury, Executive Director, REACH of Washington County, shared a presentation to the Board of County Commissioners regarding a new initiative to address homelessness for families and children.

CONVENE AS THE WASHINGTON COUNTY BOARD OF HEALTH

Commissioner Harvey, seconded by Commissioner Keefer, moved to convene as the Board of Health at 9:47 a.m. The motion passed unanimously (3-0).

SOR IV (STATE OPIOID RESPONSE) ADOLESCENT CLUBHOUSE

Earl Stoner, Health Officer, Washington County Health Department, presented the request to approve the Board of Health, to award the contract to Horizon Goodwill Industries of Washington County in the amount of \$193,425.00 for the contract period of September 30th, 2024, through June 30th, 2025.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the Board of Health award the contract to Horizon Goodwill Industries of Washington County in the amount of \$193,425.00 as presented. The motion passed unanimously (3-0).

RECONVENE AS BOARD OF COUNTY COMMISSIONERS, WAHSINGTON COUNTY

Commissioner Harvey, seconded by Commissioner Keefer, moved to reconvene as the Board of County Commissioners, Washington County, Maryland at 9:49 a.m. The motion passed unanimously (3-0).

CONTRACT AWARD (PUR-1714) – AVIATION ENGINEERING SERVICES FOR THE HAGERSTOWN REGIONAL AIRPORT

Brandi Kentner, Director, Purchasing; and Neil Doran, Director, Hagerstown Regional Airport presented the request to award the contract for on-call Aviation Engineering Services at the Hagerstown Regional Airport to Airport Design Consultants, Inc. (ADCI) of Ellicott City, MD , with the contract Agreement being contingent upon FAA approval.

Commissioner Harvey, seconded by Commissioner Keefer, moved to award the contract for on-call Aviation Engineering Services at the Hagerstown Regional Airport to Airport Design Consultants, Inc. (ADCI) as presented. The motion passed unanimously (3-0).

SOLE SOURCE PROCUREMENT (PUR-1723) – ESRI CLOUD MODEL OF GEOGRAPHIC INFORMATION SOFTWARE ENTERPRISE LICENSE AGREEMENT

Brandi Kentner, Director, Purchasing; and David Elliott, Director, Information Technology, presented the request to authorize a sole source procurement of an Esri Enterprise License Agreement for use by the Washington County Department of Information Technologies for the third and final year beginning January 4, 2025, ending January 3, 2026 for a total sum of \$113,300.00 from Environmental Systems Research Institute, Inc. of Redlands, CA.

This item was not voted on as a sole source procurement requires a vote of at least four (4) commissioners. This item will be brought back on the January 14, 2025 Agenda.

INTERGOVERNMENTAL COOPERATIVE PURCHASE (INGT-24-0174) PURCHASE FOR EIGHTEEN (18) IRONHORSE 4000 SERIES CHAIRS FOR THE DEPARTMENT OF EMERGENCY MANAGEMENT & COMMUNICATIONS

Brandi Kentner, Director, Purchasing; and Alan Matheny, Director, Emergency Management, presented the request to authorize by resolution, for the Department of Emergency Management & Communications to purchase eighteen (18) Ironhorse 4000 series chairs from Evans Consoles Inc., of Grapevine, TX for the total sum of \$56,992.68 and to utilize another jurisdiction's contract (#EC07-23) that was awarded by Houston-Galveston Area Council (H-GAC) to Evans Consoles Inc.

Commissioner Harvey, seconded by Commissioner Keefer, moved to authorize by resolution to purchase eighteen (18) Ironhorse 4000 series chairs from Evans Consoles Inc., as presented. The motion passed unanimously (3-0).

MARYLAND AGRICULTURAL LAND PRESERVATION FOUNDATION (MALPF) RE-CERTIFICATION REPORT APPROVAL

Chris Boggs, Rural Preservation Administrator, Planning and Zoning, presented the request to approve the enclosed final certification application of the Washington County Agricultural Land Preservation Program to present to the Maryland Departments of Planning (MDP) and Agriculture (MDA) for approval. The certification process allows the county to retain an additional 42% of state agricultural transfer tax.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the final certification application of the Washington County Agricultural Land Preservation Program as presented. The motion passed unanimously (3-0).

HAYS CONSERVATION RESERVE ENHANCEMENT PROGRAM (CREP) EASEMENT PROPOSAL

Chris Boggs, Rural Preservation Administrator, Planning and Zoning, presented the request to approve the David Allen and Samantha Lynne Hays CREP easement project, paid for 100% by the State, in the amount of \$615,347.62 for 130.21 easement acres, to adopt an ordinance approving the purchase of the easement, and to authorize the execution of the necessary documentation to finalize the easement purchase.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the David Allen and Samantha Lynne Hays CREP easement project as presented. The motion passed unanimously (3-0).

VOLUNTARY BENEFITS

Chip Rose, Director, Human Resources, and Dominic Turano, Deputy Director, Human Resources presented the request for approval to offer the additional option of a ROTH savings plan to employees starting in 2025.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the additional option of a ROTH savings plan as presented. The motion passed unanimously (3-0).

DRUG & ALCOHOL-FREE WORKPLACE, PR-5

Chip Rose, Director, Human Resources, and Dominic Turano, Deputy Director, Human Resources, presented the request to approve the updating of the Drug & Alcohol-Free Workplace policy PR-5. This revised policy provides a range for positive test results (.02-.039) that would require the temporary removal of safety-sensitive responsibilities vs. a positive test result (.04 and above) that would require the permanent removal of safety-sensitive responsibilities (.04 is the legal DUI limit for CDL drivers). The Directors would be responsible for reviewing requirements to restore safety-sensitive responsibilities in line with their DOT affiliation. This revision also removes non-safety sensitive employees from random testing and sets their positive test threshold at .07 for pre-employment and reasonable suspicion testing.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve the revised Drug and Alcohol-Free Workplace policy PR-5 as presented. The motion passed unanimously (3-0).

AGRICULTURE EDUCATION CENTER POLE BARN BUILDING DONATION

Andrew Eshleman, Director, Public Works, presented the request for a consensus on the County's acceptance of a pole barn building to be constructed at the Agriculture Education Center via donated funds from Ad and Janet Fulton.

Commissioner Harvey, seconded by Commissioner Keefer, moved to prepare an agreement for the acceptance of the funds for a pole barn building to be constructed at the Agriculture Education Center unless there are major changes in the framework of the agreement. The motion passed unanimously (3-0).

INSURANCE RENEWAL FOR WASHINGTON COUNTY VOLUNTEER FIRE & RESCUE ASSOCIATION BEGINNING JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

Tracy McCammon, Risk Management Coordinator, Human Resources; Patrick Buck, CBIZ Insurance Services; David Hays, Director, Emergency Services, Rick Hemphill, Washington County Volunteer Fire and Rescue Association, presented the request to approve to renew the commercial property, auto and casualty package with VFIS Insurance Company at the estimated Premium of \$537,570.00 worker's compensation insurance with Chesapeake Employers Insurance Company at the estimate premium of \$350,164.00 and cyber liability with BCS Insurance Company at the estimate premium of \$13,651.00. The AD&D insurance remains with Provident Insurance with no increase in premium due to a 3-year rate lock that expires in 2027.

Commissioner Harvey, seconded by Commissioner Keefer, moved to approve to renew the commercial property, auto and casualty package with VFIS Insurance Company as presented. The motion passed unanimously (3-0).

AGRICULTURE – FACES OF FARMING PRESENTATION

Kelsey Keadle, Business Specialist, Agriculture, Business and Economic Development, shared "Faces of Farming" an agricultural-focused video marketing campaign that showcases two local Washington County farms every month, for one year. The local farms that were showcased today were the Waltz Family Farm and Misty Meadow Farm.

SECOND CLOSED SESSION

Commissioner Harvey, seconded by Commissioner Keefer, moved to convene in second closed session at 10:30 a.m. The motion passed unanimously (3-0).

To discuss personnel matters affecting certain individuals (1).

- Discussion of implementation of personnel program and discussion of health benefits. Open session discussion would likely lead to disclosure of personnel matters and/or put County in disadvantageous bargaining position for forthcoming contract negotiations;

To consult with counsel to obtain legal advice on a legal matter. (7)

- Update from County Attorney on County involved litigation and legal matters;

To conduct collective bargaining negotiations or consider matters that relate to the negotiations.

- Update and discuss with Board status of ongoing union negotiations; and

To discuss the development and implementation of emergency plans.

- County's Facility Emergency Plan.

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

- For the County Facility's Emergency Plan;
- Discussion of personnel programs and health benefit programs;
- Status update on Union negotiations; and
- Update on County involved litigation and legal matters.

Present during second closed session at various times were Commissioners John F. Barr, Derek Harvey, and Wayne K. Keefer; Michelle L. Priebe, Executive Assistant; Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Victor Scarpelli, Assistant County Attorney, Alan Matheny, Director, Emergency Management; Brian Overcash, Safety & Training Coordinator, Human Resources; Todd Moser, Real Property Administrator, Engineering; Andrew Eshleman, Director, Public Works; Chip Rose, Director, Human Resources; Kelcee Mace, Chief Financial Officer; Brittany Price, Retirement Coordinator, Human Resources; Eric Paltell, Labor Counsel; Dave Hays, Director, Emergency Services; Dave Chisholm, Deputy Director, Emergency Services; and Dominick Turano, Deputy Director, Human Resources.

RECONVENE IN OPEN SESSION

Commissioner Harvey, seconded by Commissioner Keefer, moved to reconvene in open session at 12:39 p.m. The motion passed unanimously (3-0).

ADJOURNMENT

Commissioner Harvey, seconded by Commissioner Keefer, moved to adjourn at 12:39 p.m. The motion passed unanimously (3-0).



Dawn L. Marcus, *County Clerk*