



Board of County Commissioners of Washington County, Maryland

Open Session Minutes

March 4, 2025

STATE OF THE CITY PRESENTATION

The Commissioners attended the State of the City presentation at the Maryland Theatre, 21 South Potomac Street, Hagerstown, Maryland 21740, hosted by the Hagerstown Washington County Chamber of Commerce.

The Commissioners departed for 100 West Washington Street, Hagerstown, Maryland, at 9:00 a.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation presented by Reverend Christopher Serufusa, 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 9:30 a.m. with the following members present: Vice-President Jeffrey A. Cline, Commissioner Derek Harvey, and Commissioner Randall E. Wagner.

APPROVAL OF MINUTES

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

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Wagner commented on the recent fires. He thanked the first responders in the community and the County.

Commissioner Harvey thanked the firefighters and public safety personnel. He attended the State of the City. Commissioner Harvey shared his thoughts on daylight savings time and spring sports. He commented on conversations with former Congressman Dave Brat. Commissioner Harvey encouraged citizen participation in multiple formats. He thanked the citizens who volunteer in the community. Commissioner Harvey shared the passing of Tuskegee Airman Combat Pilot Harry Stewart Jr.

Commissioner Cline attended the State of the City. He congratulated the Town of Williamsport elected officers. Commissioner Cline attended the Washington County Homebuilders Home Show. He attended the Chamber of Commerce Business Awards. Commissioner Cline thanked the first responders from all agencies who responded to the numerous fires last weekend. He watched fire operations from the Burnside Bridge Road, Walnut Point and the Crystal Falls fire staging areas and commented on the operations and equipment used for extinguishing the fires. He shared the passing of Richard Haines and honored his 70 years of membership in the Rohrsersville Band of South County.

Commissioner Barr attended the State of the City. He thanked the firefighters for their responses to the fire calls this weekend. Commissioner Barr shared information on the burn ban enacted on Monday. He shared the passing of Mary Margaret Poffenberger a legacy member of the farming and agriculture community. Commissioner Barr shared upcoming events.

STAFF COMMENTS

Chip Rose, Director of Human Resources, presented the request to approve to extend an offer of promotion to Keith Hose for the position of Lieutenant-Field Operations at a Grade DES6, Step 6, \$28.39/hourly with an effective date of March 15, 2025 and to backfill the vacant FAO position.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve to extend an offer of promotion to Keith Hose and backfill the position as presented. The motion passed unanimously (4-0).

Chip Rose, Director of Human Resources, presented the request to approve to extend an offer of employment to Carissa Steele for the position of GIS Database Administrator at a Grade 14, Step 1, \$31.98/hourly with an effective date of March 31, 2025.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve to extend an offer of employment to Carissa Steele as presented. The motion passed unanimously (4-0).

Chip Rose, Director of Human Resources, presented the request to approve to extend an offer of employment to Erick Youngerman for the position of Transit Fleet & Facility Manager at a Grade 13, Step 10, \$37.66/hourly with an effective date of March 17, 2025.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve to extend an offer of employment to Erick Youngerman as presented. The motion passed unanimously (4-0).

Dawn Marcus, County Clerk, presented the request to approve the appointment of George Meyer to serve a first full, three-year term from March 1, 2025, through February 29, 2028, on the Hagerstown Regional Airport Advisory Commission. This is not a paid board.

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

Dawn Marcus, County Clerk, presented the request to approve the reappointment of Curtis Berry to serve a second, three-year term from January 1, 2025, through December 31, 2027, on the Hagerstown Regional Airport Advisory Commission.

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

Dawn Marcus, County Clerk, presented the request to approve the reappointment of Laurence Gross to serve a second, three-year term from February 1, 2025, through January 31, 2028, on the Hagerstown Regional Airport Advisory Commission.

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

Dawn Marcus, County Clerk, presented the request to approve the reappointment of Ronnie Brezler to serve a third, five-year term from August 1, 2024, through July 31, 2029, on the Housing Authority of Washington County.

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

Dawn Marcus, County Clerk presented the request to approve the reappointment of David Pool to serve a third, five-year term from August 1, 2024, through July 31, 2029, on the Housing Authority of Washington County.

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

Dawn Marcus, County Clerk, presented the request to approve the appointment of Luis Flores to serve an unfulfilled term through June 30, 2026, on the Washington County Board of Social Services. This is not a paid board.

Commissioner Harvey, seconded by Commissioner Cline, moved to approve the appointment of Luis Flores as presented. The motion passed unanimously (4-0).

Zachary J. Kieffer, County Attorney, shared information regarding the citizens' participation part of the agenda and presented the request for a consensus for a new format for the Board of County Commissioners meetings. The new format is as follows:

- Regular meetings of the Board of County Commissioners will start **at 8:00am** with an invocation and Pledge of Allegiance.
- Following the Pledge will be an un-broadcasted citizens' participation portion of the meeting until **8:30am**.
- Individuals wishing to speak during citizen's participation must sign up, with their name and address, by the start of the meeting at 8:00am. The sign-up sheet is located near the door to the Board Meeting Room.
- The Board President will call the names of the persons wishing to speak in the order in which they are signed up.
- Each speaker will be given 3 minutes to speak, with the time kept by the Board President and County Clerk.
- In the event a speaker begins his or her comments prior to 8:30am, he or she will be permitted their fully allotted 3 minutes.
- If everyone who has signed up on the sign-in sheet has spoken prior to 8:30am, the Board President may allow anyone who has not signed up an opportunity to come forward and speak for 3 minutes.
- No speaker shall be given more than 3 minutes to speak.
- There shall be no donating or pooling of time to allow any one person to speak longer than 3 minutes.
- At 8:30am, the Board President will announce a recess until the announced start time of the Board's regular business meeting.

The Commissioners reached a consensus (4-0) to accept the new format of the meetings effective March 18, 2025.

CITIZEN PARTICIPATION

Jeremy Tindal - Hagerstown
Taj Smith - Hagerstown
Patricia Clegg - Hagerstown
Christina Parkman - Hagerstown
Shaun Porter - Hagerstown
Dave Williams - Smithsburg
Mark Kopp and Tim Almany Fairplay Community Volunteer Fire
Curtis Reigh - Hagerstown
Citizen - Tacoma Park Maryland
David Monroig - Barbara Ingram School for the Arts
Pastor Les MacIntosh - Hagerstown
Joyce Shoal - Hagerstown

1. SPRING MUSICAL BLITZ FROM THE BARBARA INGRAM SCHOOL FOR THE ARTS

Ally Sirbaugh, Executive Director; Rachel Thomas, Development Associate and Students of the Barbara Ingram School for the Arts, performed a mini performance to promote the schools' production of "Once Upon a Mattress".

2. SOLE SOURCE PROCUREMENT - (PUR-1729) BODY WORN CAMERAS, LICENSING, EVIDENCE STORAGE AND TASERS

Brandi Kentner, Director, Purchasing; Sheriff Brian Albert, Washington County Sheriff's Office; and Colonel Pete Lazich, Washington County Sheriff's Office, presented the request to authorize by a sole source procurement for the approval of the Axon Management System subscription that includes body-worn cameras, licensing, evidence storage and tasers for the Patrol Division at the Sheriff's Office from Axon Enterprise, Inc. of Scottsdale, AZ totaling \$272,479.03 for a one (1) year period beginning July 1, 2025, through June 30, 2026; this portion is contingent on the approval of the FY2026 budget. We are also requesting approval to continue the utilization of the existing software on current equipment until the new hardware and software are put into place in July of this year, totaling \$68,397.65; this portion is budgeted in the current FY2025 budget.

Commissioner Wagner, seconded by Commissioner Cline, moved to authorize by a sole source procurement the approval of the Axon Management System subscription as presented. The motion passed unanimously (4-0).

3. SOLE SOURCE CONTRACT (PUR-1640) – COMMUNICATIONS SYSTEM AND SERVICES AGREEMENT – PURCHASE OF AVIGILON UNITY VMS

Brandi Kentner, Director, Purchasing; and Sheriff Brian Albert, Washington County Sheriff's Office, presented the request to award, the purchase and installation of Avigilon Unity Video Management Software (VMS) cameras to Motorola Solutions of Chicago, IL who submitted the total lump sum quote under the existing contract in the amount of \$198,319.40.

Commissioner Harvey, seconded by Commissioner Cline, moved to award, the purchase and installation of Avigilon Unity Video Management Software (VMS) cameras to Motorola Solutions as presented. The motion passed unanimously (4-0).

4. FY26 COMMUNITY ORGANIZATION FUNDING RECOMMENDATIONS

Maria Kramer, Director, Grant Management; and Carsten Ahrens, Senior Grant Manager; Grant Management, presented the funding recommendations of the Community Organization Funding Committee for informational purposes.

5. FY2026 PERSONNEL REQUESTS

Chip Rose, Director, Human Resources; and Kelcee Mace, Chief Financial Officer, presented for informational purposes, the personnel requests for FY2026.

6. FY2026 GENERAL FUND BUDGET - PROPOSED

Kelcee Mace, Chief Financial Officer; and Kim Edlund, Director, Budget and Finance, presented for informational purposes the proposed first round of adjustments to the FY2026 General Fund Budget.

7. PRESENTATION OF THE 2026-2035 CAPITAL BUDGET – DRAFT 1

Kelcee Mace, Chief Financial Officer; and Zane Garrett, Deputy Director, Budget and Finance, presented for information purposes, the proposed FY2026 – FY2035 Capital Budget. Staff is requesting a motion to approve an FY25 CIP budget adjustment to reassign previously approved local Ag Center funds to other projects in separate budget adjustments and State POS funding was reallocated in the FY26 CIP budget.

Commissioner Wagner, seconded by Commissioner Cline, move to approve the budget adjustments as presented. The motion passed unanimously (4-0).

CLOSED SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to convene in closed session at 11:51 a.m. The motion passed unanimously (4-0).

To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individual.

- (1) Confidential personnel matters to be discussed:
- Update from Director of Permits and Inspections on personnel matter.

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the County.

- (4) Discussion in open session would lead to disclosure of proprietary or confidential company information or business plans not yet finalized or available to the public.
- Discussion of financial incentives and overview of proposed project for business looking to locate in Washington County.
 - Overview of strategic plan to attract business to locate or expand in the County.
 - Discussion of terms of financial incentive agreement issues relating to contract.
 - Discussion of financial incentive and business plans for project to locate in Washington County.
 - Discussion of financial incentive and business plans for project to remain in Washington County.

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

- (7) Discussion in open session would violate attorney-client privilege.

- Update from County Attorney on effect of certain legislation and County involved litigation.

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

- Financial incentives and overview of proposed project for businesses looking to locate in Washington County;
- Strategic plan to attract business to locate or expand in the County;
- Terms of financial incentive agreement issues relating to contract;
- Discussion of financial incentive and business plans for project to remain in Washington County; and,
- Received legal advice and updates on pending litigation matters for which the County is a party.

Present during closed session at various times were Commissioners John F. Barr, Jeffrey A. Cline, Derek Harvey, and Randall E Wagner; Dawn Marcus, County Clerk and Zachary J. Kieffer, County Attorney; Michelle Gordon, County Administrator; Rosalinda Pascual, Deputy County Attorney; Aaron Weiss, Assistant County Attorney; Victor Scarpelli, Assistant County Attorney; Jonathan Horowitz, Director, Business and Economic Development; Andrew Serafini; Linda Spence, Financial Programs Administrator, Business and Economic Development; and Greg Cartrette, Director/Code Official, Permits and Inspections.

RECONVENE IN OPEN SESSION

Commissioner Wagner, seconded by Commissioner Cline, moved to reconvene in open session at 1:36 p.m. The motion passed unanimously (4-0).

ADJOURNMENT

Commissioner Cline, seconded by Commissioner Harvey, moved to adjourn at 1:36 p.m. The motion passed unanimously (4-0).



Dawn L. Marcus, *County Clerk*