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BOARD OF COUNTY COMMISSIONERS

August 26, 2025

OPEN SESSION AGENDA

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
 CALL TO ORDER, *President John F. Barr*
 APPROVAL OF MINUTES: *July 15, 2025*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:20 AM STAFF COMMENTS
- 9:30 AM 1. 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 LOCAL LAWS OF
 WASHINGTON COUNTY, MARYLAND (THE "1-108 LIST")
 Zachary J. Kieffer, County Attorney
- 10:00 AM 2. PUBLIC HEARING: APPLICATION FOR ZONING TEXT AMENDMENT RZ-
 25-005, ACCESSORY DWELLING UNITS
 Travis Allen, Senior Planner, Planning and Zoning
- 10:30 AM 3. FORGET-ME-NOT MONTHS (SEPTEMBER, OCTOBER, NOVEMBER 2025)
 PROCLAMATION
 *Board of County Commissioners to Dennis Reeder and James Arnold, Disabled
 American Veterans Organization*

Convene as the Board of Health

- 10:35 AM 4. SOR IV (STATE OPIOID RESPONSE) ADOLESCENT CLUBHOUSE
 Earl Stoner, Health Officer, Washington County Health Department

Reconvene as the Board of County Commissioners of Washington County

- 10:40 AM 5. ADOPTION OF THE 2040 COMPREHENSIVE PLAN FOR WASHINGTON
 COUNTY
 Jill Baker, Director, Planning and Zoning

- 11:00 AM 6. AMENDMENTS TO THE ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO) AND THE BUILDING EXCISE TAX ORDINANCE (BETO) CONTINUED FROM JUNE 3, 2025
Jill Baker, Director, Planning and Zoning
- 11:20 AM 7. ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO) MITIGATION PROPOSAL – ELMWOOD FARM SECTION 5D
Jill Baker, Director, Planning and Zoning; William C. Wantz, Attorney, representing developers of Elmwood Farm Section 5D
- 11:40 AM 8. SOLE SOURCE AWARD (PUR-1767) – VESTA 9-1-1 HARDWARE REFRESH UPGRADE FOR THE DEPARTMENT OF EMERGENCY COMMUNICATIONS
Brandi Kentner, Director, Purchasing; Alan Matheny, Director, Emergency Management and Communications
9. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0202) AUTOMATED SPEED ENFORCEMENT SYSTEM – WASHINGTON COUNTY SHERIFF’S OFFICE
Brandi Kentner, Director, Purchasing; Colonel Pete Lazich, Washington County Sheriff’s Office
10. CONTRACT AWARD (PUR-1640) EIGHT (8) PORTABLE LAW ENFORCEMENT RADIOS AND ACCESSORIES FOR THE WASHINGTON COUNTY SHERIFF’S DEPARTMENT
Brandi Kentner, Director, Purchasing; Major Todd Kerns, Patrol Commander, Washington County Sheriff’s Office; Tom Weber, Deputy Director, Wireless Communications
11. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-203) – PURCHASE OF FOUR (4) NEW 2025 TRAIL KING TRAILERS FOR THE WASHINGTON COUNTY HIGHWAYS DEPARTMENT
Brandi Kentner, Director, Purchasing; Zane Rowe, Deputy Director, Highways Department
12. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-25-0204) LINE STRIPING OF COUNTY ROADS
Brandi Kentner, Director, Purchasing; Zane Rowe, Deputy Director, Highways Department; Doug Levine, Traffic Supervisor, Highways Department
- 11:50 AM 13. CONTRACT AWARD (PUR-1751) – EAST SIDE TERMINAL EXPANSION/REHABILITATION AT THE HAGERSTOWN REGIONAL AIRPORT
Andrew Eshleman, Director, Public Works; Neil Doran, Director, Hagerstown Regional Airport

- 11:55 AM 14. POTOMAC EDISON EASEMENT REQUEST
Todd Moser, Real Property Administrator, Engineering; Andrew Eshleman, Director, Public Works
- 12:00 PM 15. FY26 SENIOR CITIZEN ACTIVITIES CENTER OPERATING FUND GRANT – APPROVAL TO ACCEPT AWARDED FUNDING
Richard Lesh, Grant Manager, Grant Management; Sandy Wood, COO, Washington County Commission on Aging
16. 2025 EMERGENCY MANAGEMENT PERFORMANCE GRANT – APPROVAL TO RATIFY THE SUBMISSION OF THE GRANT APPLICATION AND ACCEPT AWARDED FUNDING
Cody Swope, Emergency Management Specialist, Emergency Management; Richard Lesh, Grant Manager, Grant Management
17. STATE HOMELAND SECURITY GRANT PROGRAM – APPROVAL TO RATIFY THE SUBMISSION OF THE GRANT APPLICATION AND ACCEPT AWARDED FUNDING
Cody Swope, Emergency Management Specialist, Emergency Management; Richard Lesh, Grant Manager, Grant Management
- 12:10 PM 18. USTA GRANT FUNDING TO RESURFACE WCPS TENNIS COURTS
Timothy Alexander, Assistant Parks Supervisor, Public Works – Parks & Facilities; Maria Kramer, Director, Grant Management
- 12:15 PM 19. MOU BETWEEN THE TOWN OF SMITHSBURG AND THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY
Greg Cartrette, Director/Code Official, Permits and Inspections; Rosalinda Pascual, Deputy County Attorney
- 12:20 PM 20. PARTNERSHIP AGREEMENT: PARAMEDIC PROGRAM
R. David Hays, Director, Emergency Services; Kevin Lewis, Deputy Director, Emergency Services; Dr. James Klauber, President, Hagerstown Community College; Teresa Shank, Dean of Workforce Solutions, Hagerstown, Community College
- 12:25 PM 21. EMS STAFFING TRANSITION DISCUSSION, VOLUNTEER FIRE COMPANY OF HALFWAY
Chip Rose, Director, Human Resources; R. David Hays, Director, Emergency Services
- 12:30 PM 22. AMENDMENT TO COUNTY REAL TAX CREDIT ORDINANCE FOR FALLEN HEROES
Aaron Weiss, Assistant County Attorney

- 12:35 PM 23. SHERIFF'S OFFICE: TOWN OF FUNKSTOWN COMMUNITY DEPUTY AGREEMENT AND WCPS SCHOOL RESOURCE OFFICER MOU
Zachary Kieffer, County Attorney
- 12:40 PM 24. INTERFAITH SERVICE COALITION, MARTHA'S HOUSE, COMMISSIONER CONTINGENCY FUNDING REQUEST
Michelle Gordon, County Administrator
- 12:50 PM 25. HAGERSTOWN REGIONAL AIRPORT ADVISORY COMMISSION – APPOINTMENT
Dawn Marcus, County Clerk
26. WASHINGTON COUNTY BOARD OF SOCIAL SERVICES – APPOINTMENT
Dawn Marcus, County Clerk
- 12:55 PM 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 (1). Personnel matters are confidential, precluding discussion in open session.*
- *Discussion related to reclassification of position in Sheriff's Office*
 - *Hiring Recommendation for open County position*
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 - *Discussion of discipline of County employee*
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 - *Discussion of reclassification or repurpose of County position*
- To consider the acquisition of real property for a public purpose (3).*
- *Open session discussion would disadvantage and weaken County bargaining position.*
- To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State. Open session discussion would deter business from active engagement in discussion (4).*
- *Discussion of retention of national chain*
- To consult with counsel to obtain legal advice on a legal matter (7). Open session discussion would breach attorney/client privilege.*
- *Status update and legal advice from County Attorney on County-involved legal matter*
 - *Legal advice from outside council pertaining to settlement of litigation.*
- To consult with staff about pending litigation (8). Open session discussion would divulge confidential litigation strategies and case theories and settlement discussions.*
- *Discussion of upcoming arbitration hearing.*

To discuss public security. Public Body has determined open session discussion would constitute risk to public safety. (10)

- *Discussion of security of County facilities)*

3:10 PM RECONVENE IN OPEN SESSION

RECESS

EVENING MEETING WITH THE TOWN OF KEEDYSVILLE
Location: 100 West Washington Street, Hagerstown, Maryland 21740

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' AND COUNTY ADMINISTRATOR'S REPORTS AND
COMMENTS

6:30 PM ADJOURNMENT

Citizens' comments regarding the items on this Agenda or any other item of County business may be directed to: contactcommissioners@washco-md.net.

You may also contact each Commissioner individually at:

John F. Barr, President: jbarr@washco-md.net or (240) 313-2205;

Jeffrey A. Cline, Vice President: jcline@washco-md.net or (240) 313-2208;

Derek Harvey, Commissioner: dharvey@washco-md.net or (240) 313-2206;

Randal A. Leatherman, Commissioner: rleatherman@washco-md.net or (240) 313-2209;

Randall E. Wagner, Commissioner: rwagner@washco-md.net or (240) 313-2207.

Additionally, you may contact Michelle Gordon, County Administrator at mgordon@washco-md.net or (240) 313-2202.