

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**ADMINISTRATIVE SESSION**  
**January 29, 2013**

**IN ATTENDANCE**

*Chairman Robert G. Gatto*  
*Commissioner Gregan T. Crawford*  
*Commissioner James M. Raley*

*County Administrator R. Lamont Pagenhardt*

1. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, moved into Executive Session under section 10-508 of the Maryland Open Meetings Law on this date discuss personnel matters. The same motion ended the Executive Session and moved into Administrative Session.
2. The Board of County Commissioners met with Sheriff Robert Corley; Wendy Yoder, Director, Department of Financial Services; and Scott Weeks, Assistant Director, Department of Financial Services to discuss the issue of placement of School Resource Officers in the Garrett County Public Schools. The Board had previously discussed this issue on January 22, 2013 in administrative session with Sheriff Corley and Superintendent of Schools Janet Wilson. On this date, the Board agreed to appropriate funding for 2 school resources officers for the 2013 – 2014 school year. Funding will be directed to officer compensation, employee fringe benefits, training, and vehicle purchase. Estimated cost is \$265,000 and will be appropriated to the Sheriff's Department budget for Fiscal Year 2014.
3. The Board met with Ms. Yoder and Mr. Weeks to discuss budgetary matters for Deep Creek 2014. A capital budget report was presented and reviewed. Commissioner Crawford reviewed other operational and planning matters related to Deep Creek 2014 to include a timeline and event sponsorship.
4. Brian Bowers, Purchasing Agent presented the Board of County Commissioners with the following recommendation by the Energy Conservation Team. The Energy Conservation Team is working towards the goal of reducing energy consumption by 15% by year 2015. The process is almost complete for collecting electrical usage for all accounts for the past 2 years. This data will help establish benchmarks to measure the effectiveness of energy conservation efforts in the future. The Energy Conservation Team met with Johnson Controls to get a better understanding of the services offered under the State of Maryland Energy Performance Contract. A Memorandum of Understanding (MOU) was drafted that establishes the completion of an energy audit. The County is not obligated to enter into an agreement following the completion of the energy audit, regardless of the outcome or results of the audit, unless the County determines that it is in its best interest to do so, which shall be at the sole discretion of the County. The consensus of the team to enter into an MOU with Johnson Controls for an energy audit of a the larger County facilities. The audit(s) will help identify some long-term conservation measures in addition to the immediate and short-term conservation measures the team is currently implementing

The Board, on a motion by Commissioner Crawford which was seconded and carried by Chairman Gatto agreed with the recommendation by the Energy Conservation Team. Commissioner Raley voted in opposition to the recommendation and motion.

5. The Board of County Commissioners discussed Garrett County Marcellus Shale Natural Gas Advisory Committee and the recent survey results completed by members of the Committee that requested opinions on the continuation of the advisory Committee. Rodney Glotfelty, County Health Officer; and Chair of the Committee and John Nelson, Director, Department of Planning and Land Development; and members of the Committee were in attendance for this session. The Board determined to schedule time in a forthcoming public meeting and place this matter on the agenda for public commentary.
6. Mr. Pagenhardt reviewed recommendations approved by the Salary Study Commission. These recommendations will be officially presented to the Board of County Commissioners during the February 5, 2013 Public Meeting.
7. The Board of County Commissioners was presented with the Garrett County Transit Development Plan by the Maryland Transportation Authority. Members of the Garrett County Community Action Committee Board were also in attendance. The review was informational the plan was presented to provide a vision of the future of the public transportation system in Garrett County.
8. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, moved into Executive Session under section 10-508 of the Maryland Open Meetings Law on this date discuss personnel and legal matters. The same motion ended the Executive Session and moved into Administrative Session.
9. Mr. Pagenhardt reviewed a number of administrative and managerial issues under his jurisdiction and responsibility.

**Attest:**

**By Order of the Board,**

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R. Lamont Pagenhardt,  
County Administrator

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Robert G. Gatto, Chairman  
Board of County Commissioners

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Date