

BOARD OF GARRETT COUNTY COMMISSIONERS
ADMINISTRATIVE SESSION
July 28, 2014

IN ATTENDANCE

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

County Administrator R. Lamont Pagenhardt

LEGAL

1. As a continuation of the *Public Hearing* on July 15, 2014 whereby an Amendment to the Garrett County Water and Sewer Master Plan Service Area Boundaries was presented, the Board of County Commissioners discussed this matter with the following persons:

- County Attorney Gorman Getty
- Patrick Hudnall, Division Chief, Department of Public Works – Utilities Division
- Jeffrey Broadwater, Assistant Director, Department of Financial Services
- Jay Moyer, Director, Department of Public Works
- Frank Shap, Assistant Director, Department of Planning and Community Development

The Board will take official action on August 5, 2014 on this Amendment. The Board, Mr. Getty, and Mr. Pagenhardt commended Department of Public Works staff for their diligent and comprehensive work on this project.

2. The Board of County Commissioners discussed the abandonment of Overlook Pass and questions on the maintenance and ownership. Mr. Getty and Mr. Moyer were in attendance for this subject discussion.
3. The Board of County Commissioners discussed the transfer of ownership of Wisp Mountain Road. Mr. Getty and Mr. Moyer were in attendance for this subject discussion. A Quick Claim Deed will be executed by D.C. Development, LLC conveying this road to the Board.
4. Mr. Pagenhardt presented questions and comments on County operations to provide snow removal service to Wisp Mountain Road and Overlook Pass for 2013 – 2014. Mr. Getty and Mr. Moyer were in attendance for this subject discussion. The County maintained these 2 roads for the 2013 – 2014 winter operations months. As noted in these Administrative Meeting Minutes under #3 the Board will receive a transfer of ownership of Wisp Mountain Road; however, the Board will not assume any future maintenance of Overlook Pass. The Board requested that Mr. Getty draft a letter to be addressed to all property owners within the Wisp Mountain Home Owner Associations explaining the justification for this action.
5. Mr. Shap presented to the Board of County Commissioners a review and summary of a Loan Agreement between the County and American Woodmark. Mr. Getty was in attendance for this session. The Board will take official action on August 5, 2014 to approve this Agreement.

6. Mr. Shap presented a review and summary of the Fourmile Ridge Energy/Keyser's Ridge Sale and Jobs Agreement to the Board of County Commissioners. Mr. Getty was in attendance for this session. The Board will take official action on August 5, 2014 to approve this Agreement.
7. Mr. Pagenhardt requested clarification of Chairman Gatto's request that the County become involved with Crellin United Community Services, Inc. Mr. Getty was in attendance for this subject discussion.

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8. The Board of County Commissioners, in furtherance of a prior discussion on July 15, 2014, reviewed a proposed sale of property to Colin Miller. Brian Bowers, Purchasing Agent, was in attendance for this session. The Board agreed to sell Mr. Miller a .92 acre parcel for \$3,500. Mr. Miller will be responsible for the survey and title requirements and preparation of the deed of transfer.
9. Mr. Pagenhardt requested that the Board of County Commissioners review current and continuing maintenance and operational costs for the Kitzmiller School. Scott Weeks, Director, Department of Financial Services and Edgar Uphold, Manager, Department of Facilities and Maintenance were in attendance for this subject discussion. For Fiscal Year 2014 the County spent \$25,000 on maintenance, utilities, and repair. Currently the facility is occupied and used by the Town of Kitzmiller, Ruth Enlow Library of Garrett County, and Garrett County Community Action Committee – Head Start. A meeting to review the long-term operations and maintenance of the facility will be scheduled.
10. The Board of County Commissioners reviewed a request for funding from the Grantsville Community Museum. Mr. Weeks was in attendance for this subject discussion. Consistent with the approved Fiscal Year 2015 Budget, \$3,000 was approved for funding. Also consistent with the approved Fiscal Year 2015 Budget, the Board will appropriate \$1,000 to the Oakland Train Station Museum.
11. Mr. Pagenhardt reviewed a number of administrative and personnel matters under his level of authority. Included in this review was a schedule for public meetings for the months of August and September.

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Robert G. Gatto, Chairman
Board of County Commissioners

Date