

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
November 6, 2017

IN ATTENDANCE

Chairman Paul C. Edwards
Commissioner James C. Hinebaugh, Jr.
Commissioner S. Larry Tichnell

County Administrator Kevin G. Null

ADMINISTRATIVE SESSION

The Administrative Session was opened at 3:05 P.M.

1. Garrett County Commission for Women – Appointment. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, appointed the following individuals to the Garrett County Commission for Women:

Rachel Friend-Lantz, Board of County Commissioners Appointee
Cheryl DeBerry, Commission for Women Appointee
Lisa Thayer-Welch, Commission for Women Appointee

An official letter will be sent to each individual under the signature of Chairman Edwards outlining the terms of appointment.

2. Property Tax Assessment Appeal Board - Vacancy on Board. Appeal Board members are appointed by the Governor from recommendations made by the Board of County Commissioners. The Board will need to submit to the Governor three (3) names for a full member vacancy and three (3) names for an alternative member vacancy. These vacancy announcements will be placed on County's website for interested individuals.
3. Mr. Null reviewed a number of administrative, non-privileged personnel, and managerial matters under his authority and jurisdiction with the Board of County Commissioners.

The Administrative Session was closed at 3:55 P.M.

CALL TO ORDER OF PUBLIC SESSION at 4:00 PM

PRAYER & PLEDGE OF ALLEGIANCE - Invocation by Commissioner Tichnell

PUBLIC SESSION

1. Mr. Null indicated there was one addition to the Public Meeting Agenda. Adoption of Resolution Authorizing the Designation of a Resident Agent for the Garrett County Sanitary District, Inc. The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved the Public Meeting Agenda for November 6, 2017.

2. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved the Public Meeting Minutes of October 17, 2017.
3. The Garrett County Purchasing Department presented the following recommendations:

RFP Awards: 1. **Engineering Services Hoyes Run Water Treatment Plant Project RFP # 17-1003HR**

Seven (7) bids received. Top three (3) firms: Rummel, Klepper & Kahl, LLP (RK&K); Gwin, Dobson & Forman; and Buchart Horn, Inc. The Selection Committee recommended awarding the bid, in the amount of \$102,000, to RK&K.

Commissioner Hinebaugh questioned the County's exposure if contract was awarded and the permit for the project was not issued. Purchasing stated that financial exposure would be limited. The Garrett County Public Works - Utilities Division does not anticipate any issues with the permit and expects the permit to be issued within the next 30 days and recommended that the contract be awarded.

2. **Engineering Services McHenry/Thayerville Water System Connection Project RFP #17-1003MT**

Four (4) bids received. Top three (3) firms: A. Morton Thomas & Associates, Inc.; Dewberry; and Rummel, Klepper & Kahl, LLP (RK&K). The Selection Committee recommended awarding the bid, in the amount of \$130,860, to A. Morton Thomas & Associates, Inc.

The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved both Bid Awards as recommended for both projects.

Bid Rejection: Contractual Snow Removal Services - **Bid # 17-1019SR-**

This is a rebid of snow removal services - original request was NO-BID. One (1) response was received. The Bid received was almost double the previous year's proposal. The Garrett County Purchasing Department recommended rejecting the bid. Snow removal at the six (6) sites will be done in-house.

The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved the Bid Rejection as recommended.

4. Resolution # 2017-10-Resolution Authorizing the Designation of a Resident Agent for the Garrett County Sanitary District, Inc.

Article 24, Title 1, Section 110 of the Annotated Code of Maryland requires that a local entity of the State of Maryland, including a political subdivision, designate a Resident Agent for the purpose of service of process on the local entity in any action, suit, or proceeding that is pending, filed, or instituted against the local entity.

Therefore, the Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, designated by Resolution 2017-10, that County Administrator Kevin G. Null fulfill this position.

5. Garrett County Chamber of Commerce - 2017 Marketing Update. Nicole Christian, CEO, and Sarah Duck, Marketing Director, Garrett County Chamber of Commerce, provided an update on the 2017 marketing efforts.
6. Culture of Health Award Presentation. Robert Stephens, Garrett County Health Officer, and Kimi Scott McGreevy, Garrett Regional Medical Center, provided an update on the Robert Wood Johnson Foundation Culture of Health Prize and introduced the Garrett County video. A community celebration is scheduled for January 18, 2018 at the Community Aquatic Recreation Complex (CARC).
7. Public Commentary - None
8. The Board of Garrett County Commissioners next scheduled Public Meeting will be Tuesday, November 21, 2017 at 4:00 PM at the Garrett County Courthouse.

ADJOURNMENT: The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, adjourned the Public Meeting at 4:47 P.M.

Attest:

Kevin G. Null,
County Administrator

By Order of the Board,

Paul C. Edwards, Chairman
Board of County Commissioners