

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**PUBLIC MEETING**  
**October 2, 2012**

**IN ATTENDANCE**

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

*County Administrator R. Lamont Pagenhardt*

**PUBLIC SESSION**

**CALL TO ORDER OF PUBLIC SESSION**

**PRAYER & PLEDGE OF ALLEGIANCE**

1. Additions/deletions to public meeting agenda. Mr. Pagenhardt indicated there were no additions or deletions to the Public Meeting Agenda for October 2, 2012. The Board of County Commissioners, on a motion by Commissioner Gatto, which was seconded by Commissioner Crawford, and made unanimous by Chairman Raley, approved the Public Meeting Agenda for October 2, 2012.
2. The Board of County Commissioners, on a motion by Commissioner Gatto, which was seconded by Chairman Raley, and made unanimous by Commissioner Crawford, approved the Public Meeting Minutes for September 4, 2012, Executive Session of September 4, 2012, Administrative Session of September 11, 2012, Executive Session of September 11, 2012, Administrative Session of September 18, 2012, Executive Session of September 18, 2012, Administrative Session of September 25, 2012, and Executive Session of September 25, 2012.
3. The Board of County Commissioners provided an update on boards, commissions, and committees dates.
4. The Board of County Commissioners recognized and executed a Proclamation noting the service of K9 Bach who passed away with nearly 10 years of loyal service to the Garrett County Sheriff's Department.
5. The Board of County Commissioners executed a Proclamation noting October 2012 as "Breast Cancer Awareness Month". A number of persons spoke about the awareness of this disease.
6. The Board of County Commissioners executed a Proclamation noting October 2012 as "I Can Swim Month" Program at the Community Athletic and Recreation Complex.
7. Frank Shap, Assistant Director, Department of Economic Development briefed the Board of County Commissioners on the following matters:
  - a) Update on broadband construction and installation.
  - b) Notification that the County and Department of Economic Development received grant funds from State of Maryland Department of Agriculture for Specialty Crops Selected

Projects to include farmers markets, wineries, and heritage marketing. Garrett County's funds will be targeted to develop a series of culinary heritage events.

- c) Presentation and reading of Proclamation noting the week of October 15 to 19, 2012 as "Economic Development Week".
  - d) The Board of County Commissioners announced the process for the executive search for the Director of the Department of Economic Development.
  - e) Other departmental matters.
8. Dwight Emory, County Engineer briefed the Board of County Commissioners on the following matters:
- a) Status of a number of projects that are in process, completed, and planned.
  - b) Audit of bridge compliance program will begin and the Department will assign staff to work on this.
  - c) Status of permitting process for Cherry Glade Road that will connect Third and Fourth Streets in Oakland.
  - d) Bayard Corona Bridge is under construction.
  - e) Other departmental matters.
9. Jerome Moyer, General Superintendent, County Roads Department
- a) Update on paving noting that 26 miles have been completed, 87 miles of line stripping, completion of paving at the County Fairgrounds, King's Run Collection Site, Garrett College Community Athletic and Recreation Complex parking area, Broad Ford Elementary/Southern Middle School traffic lane. Total paving expenditures of \$1.3 million year-to-date with a total budget of \$2.3 million.
  - b) Briefing on notification from the Maryland Department of the Environment related to mandate to cover storage of road abrasives.
  - c) Other departmental matters.
10. Nathaniel Watkins and Department of Technology and Communications (DotCom) staff presented a demonstration on the new County Government Website. The objective of the initiative is to increase government transparency, make more information available to the public, and make finding information easier.
11. The Board of County Commissioners recognized the 26<sup>th</sup> Garrett County Most Beautiful Person 2012 and each of the nominees. Each nominee was introduced and a brief biography was read. The 2012 Most Beautiful Person was Sandy Bell. Senator George Edwards and Delegate Wendell Beitzel were in attendance and presented Resolutions to Ms. Bell on behalf of the Maryland State Senate and Maryland House of Delegates.
12. The Board of County Commissioners met with Sheriff Robert Corley to discuss a continuation of financial planning for a proposed new County Detention Center. Sheriff Corley noted that the current Detention Center is in compliance in all areas of review by the Department of Public Safety and Correctional Standards and he does not foresee a requirement to reserve any appropriate funding for this capital expenditure.
13. Donald Battista, President of Garrett County Memorial Hospital presented the Board of County Commissioners with an overview of the New Wing Expansion and Renovation Project. The Hospital Board of Trustees will ask that the County provide the full faith and credit obligation

and bond \$15,000,000 towards the total cost of the project of \$23,359,000. The Board of County Commissioners has the debt capacity to secure the loan and will ask for legislative authority from the Maryland General Assembly during the 2013 Session. The Hospital will be responsible for the total repayment of the debt obligation.

14. The Purchasing Department presented the following recommendations of award to the Board of County Commissioners:

- a) CBIZ (the County's employee health care consultant) reviewed a Power Point presentation including the recommendation for contract award for Request for Proposals - CBIZ Contract Award Recommendation – Medicare Supplement and Prescription Drug Coverage (RFP #12-0816). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the recommendation as presented on this date to United Healthcare.
- b) Standing Timber (bid #12-0920). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the recommendation of bid award to Red Rock Enterprises, LLC for \$12,177.89 with a contract period of 120 days.
- c) Winter Abrasives (bid #12-0920WA). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the recommendation of bid award to a number of vendors based on certain product and County Roads Department garage and location which are on file with the Purchasing Department.
- d) Recommendation of Contract Extension - Fire Prevention Systems Services (bid #11-1027FP). The Board, on a motion by Commissioner Gatto, which was seconded by Commissioner Crawford, and made unanimous by Chairman Raley, approved the recommendation to ARK Systems for Section 1 Fire Sprinkler Systems, Fire Pumps, Back Flow Preventers, Fire Alarms, and Hood Suppression Systems for 6 locations and Section 2 – Monitoring. Ashby/FPP was awarded the bid award for Section 3 – Fire Extinguisher Inspection and Services. Specific annual costs and hourly rates for all 3 locations are on file with the Purchasing Department.

15. Public Commentary. None on this date.

16. Carol Riley-Alexander, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the meeting and committee schedule for the forthcoming weeks.

17. In compliance with the Maryland Open Meetings Act under section 10-509, a record of the Executive Sessions for September 4, 2012, September 11, 2012, September 18, 2012, and September 25, 2012 is hereby documented on this date, the next open/public meeting of the Board of County Commissioners. The Board of County Commissioners, on a motion by Commissioner Gatto, which was seconded by Commissioner Crawford, and made unanimous by Chairman Raley, moved into Executive Session under section 10-508 of the Maryland Open Meetings Law on this date to discuss personnel, financial, and economic matters on all dates. The same motion ended the Executive Session.

The Board addressed, reviewed, and concluded final determinations on a number of personnel matters that will not be made available for public disclosure. What can be documented is

notation on the executive search process for the vacant position of Director of the Department of Economic Development; consideration and restriction and designation of funding for specific purposes contingent on final audited financial reports for Fiscal Year 2012; legal matters relative to the bankruptcy and sale of Wisp Resort as it pertained to the County; and final approval of a 2% cost of living adjustment and 1 time \$500 performance incentive for all eligible non-union employees.

**ADMINISTRATIVE SESSION**

1. The Board of County Commissioners, on a motion by Commissioner Gatto, which was seconded by Commissioner Crawford, and made unanimous by Chairman Raley, appointed Autumn Ramsey and Larry Walbrown to the Local Management Board. Official letters of appointment will be sent to each appointee under the signature of Chairman Raley.
2. The Board of County Commissioners met with John Nelson, Director, Department of Planning and Land Development and James Torrington, Division Chief, Division of Permits and Inspections, Department of Planning and Land Development to discuss implementation of County approved stipends/incentives for the addition of sprinklers to single family homes and the installation of erosion controls for Deep Creek Lake. Mr. Nelson and Mr. Torrington will draft a policy for the implementation of these proposals.
3. Mr. Pagenhardt reviewed a number of administrative and managerial matters under his authority and jurisdiction with the Board of County Commissioners.
4. The Board of County Commissioners finalized a plan of action to begin the executive search for a director of the Department of Economic Development.
5. The Board of County Commissioners met with Department of Financial Services staff to review financial matters to include assigned fund allocation from Fiscal Year 2012 to 2013.

**Attest:**

**By Order of the Board,**

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R. Lamont Pagenhardt,  
County Administrator

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James M. Raley, Chairman  
Board of County Commissioners

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Date