

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
April 1, 2014

IN ATTENDANCE

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

County Administrator R. Lamont Pagenhardt

ADMINISTRATIVE SESSION

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 to discuss legal matters. The same motion ended the Executive Session.
2. Mr. Pagenhardt briefed the Board of County Commissioners on a meeting he and Scott Weeks, Director, Department of Financial Services had on March 31, 2014 with the Superintendent and Finance Director of the Garrett County Public School System. Issues discussed were:
 - a) Maintenance of Effort – Nonrecurring Cost Exclusion – Fiscal Year 2015
 - b) Status of the County’s request for an up-to-date financial historical analysis of student enrollment
 - c) Board of Education capital expenditures
 - d) Status of Dennett Road Lease Agreement
 - e) Projected Board of Education carryover funds for Fiscal Year 2014
 - f) Board of Education transfer of funds between major categories that require Board of County Commissioners approval
 - g) Discussion and decision on continuing the County Department of Technology and Communication and Board of Education Informational Technology shared staff agreement
 - h) Request (by Mr. Pagenhardt) to reconvene monthly meetings with the Count Administrator, Superintendent of Schools, and staff from both organizations
3. Garrett College President Richard MacLennan and College senior staff met with the Board of County Commissioners to review financial and budgetary matters related to the Garrett College Facilities Master Plan, Garrett Information Enterprise Center (GIEC), and Community Athletic and Recreation Center (CARC). Department of Financial Services Director Scott Weeks was in attendance for the session. Dr. MacLennan requested that the Board approve a letter of funding commitment for the design, construction, and FF&E for a STEM Building by May 1, 2014. Total cost of this project is \$6,092,000 and the County share would be 50%. Other long term capital operating expense requirements were discussed. The Board will take this matter under advisement.
4. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, appointed Robin McGill and Cherie Krug to the Garrett County Commission for Women. Official letters of appointment under the signature of Chairman Gatto will be sent to each appointee outlining the term of appointment.

5. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, appointed Cynthia Sharon to the Local Management Board. An Official letter of appointment under the signature of Chairman Gatto will be sent to Ms. Sharon outlining her term of appointment.
6. Mr. Pagenhardt reviewed a number of administrative, personnel, and managerial matters under his authority and jurisdiction with the Board of County Commissioners. No official action was taken by the Board at this time.

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 April 1, 2014. The Board, on a motion by Commissioner Raley, which was seconded by Chairman Gatto, and made unanimous by Commissioner Crawford, approved the Public Meeting Agenda for April 1, 2014.
2. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved the Public Meeting Minutes for March 11, 2014, Executive Session of March 11, 2014, Executive Session of March 18, 2014, and Administrative Session for March 25, 2014
3. The Board of County Commissioners provided an update of the boards, committees, and commission meetings they have attended and participated in since the last public meeting.
4. The Board of County Commissioners recognized and executed Proclamations for:
 - a) Austin Shaffer, Southern Garrett County High School 2014 Maryland Class 2A/1A State Wrestling Champion
 - b) Designation by Governor O'Malley of April 2, 2014 as "Arbor Day".
 - c) Proclaimed the week of April 6 to 12, 2014 as "The Week of the Young Child".
5. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, executed a Resolution setting the 2014 Garrett County Tax Sale for May 2, 2014 at 10:00 AM.
6. Michael Dreisbach representing Garrett Trails presented the Bikeways Project Application that provides funding to construct a trail running along Mosser Road from Garrett College to Route 219 in McHenry. The justification as included in the application that from a health and safety perspective the project is needed due to a high level of pedestrian traffic along this route, some of which is during periods of reduced visibility (night time hours and adverse weather conditions). Letters of support for the project were submitted to the Board from the Garrett County Traffic Advisory Committee and County Health Officer Rodney Glotfelty. Garrett Trails also requested that the Board commit to a \$50,000 match for the project. The Board will take this matter under advisement.

7. The following departments and agencies presented briefings and updates to the Board of County Commissioners:
- a) Garrett County Engineering Department. County Engineer Dwight Emory provided the Board with updates as follows: finalized bridge ratings and inspections for all large span structures is complete; Glendale Road realignment project update noting that design is again underway to include construction easements; structures are manufactured for bridges that will be completed this season; work continues on the round-about entrance to Wisp Resort on Marsh Hill Road with the upgraded entrance from Sang Run Road still waiting on final guidance from Everbright Pacific; New Germany Road/Route 495 Intersection Project; site design and engineering work on the Strata Building construction site at the Keyser's Ridge Business Park; agreement is being developed for the Exelon Four Mile Ridge Wind Project; and other projects to include Jasper Riley Road Bridge, Swallow Falls Bridge, Sanders Lane property acquisition to allow for road improvements.

Commissioner Raley requested an update on the River Road Bridge weight restriction limitation which was provided by Mr. Emory.

- b) Garrett County Department of Community Planning and Development. Executive Director Michael Koch provided the Board with updates as follows: explanation of department reorganization plan which is complete and working well; broadband interconnectivity project status; grant administration submitted to USDA for the HART for Animals Center; ASCI infrastructure work approved and in process in part for usage for the Deep Creek 2014 World Championships; preliminary process for preliminary project description application for consideration of Appalachian Regional Commission (ARC) funding cycle; department continues in the administrative capacity/mode for existing ARC projects; agricultural and resource management project status; Garrett County Food Hub Project; Division of Planning and Land Development and Division of and Permits and Inspection Services short and long term objectives and priorities; and other Department activities and work.
8. Jeff Simcoe with Downstream Strategies and representing the Mountain Maryland Energy Advisory Committee presented the Board of County Commissioners with a briefing on the Committee's work to date which included solicitation from the public for idea generation framework.
9. The Board of County Commissioners was presented with annual organizational/agency updates from the following to include financial and budgetary commentary:
- a) Ruth Enlow Library of Garrett County. Included in this update was notification that a commitment of funds by the County for the New Friendsville Library Branch was required by May 1, 2014.
 - b) Garrett County Historical Society. Appreciation expressed for financial support and a request for funding for Fiscal Year 2015 at the same level as Fiscal Year 2014.
10. The Purchasing Department presented the following recommendations of bid awards and contract extensions to the Board of County Commissioners.
- Bid Awards:**
- a) Tires (bid # 14-0327T). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved a bid award to Glotfelty Enterprises. Bid tabulation for tire number, price, and estimated quantity is on file with the Purchasing Department.

- b) Crushed Stone Aggregates (bid #14-0327CS). The Board, on a motion by Commissioner Raley, which was seconded by Commissioner Crawford, and made unanimous by Chairman Gatto, approved a bid award to Maryland Minerals, Inc. Keystone Lime Company, Inc., and George's Creek Stone & Gravel, Inc. Bid tabulation and specific stone size, price, and department location are on file with the Purchasing Department.
- c) Concrete Stairs and Gravel Path Construction (Adventure Sports Center International) (bid # 14-0306). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved a bid award to Ruby's Industrial Contracting, Inc. for a total bid price of \$29,300.00
- d) LED Light Tubes (bid #14-0320). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved a bid award to GNP Energy for a total bid price of \$71,430.30. This purchase is funded through First Energy's Commercial & Industrial Efficiency Program.

Contract Extensions:

- a) Bond Counsel Services. The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved a contract extension to Funk & Bolton, P.A. for \$19,000.00.
- b) Inmate Dental. The Board, on a motion by Commissioner Raley which was seconded by Commissioner Crawford, and made unanimous by Chairman Gatto, approved a contract extension to the Garrett County Health Department based on the actual amount billed to the Medicaid rate.
- c) Electrical Services. The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved a contract extension to Evergreen Electrical, LLC with basic labor rates for master electrician on \$45.00 per hour and a percentage mark-up for materials of 15%.

11. Public Commentary.

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

ADJOURNMENT OF PUBLIC SESSION

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Robert G. Gatto, Chairman
Board of County Commissioners

Date