

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**PUBLIC MEETING**  
**OCTOBER 7, 2003**

**IN ATTENDANCE**

Chairman Ernest J. Gregg  
Commissioner David C. Beard  
Commissioner Frederick A. Holliday  
County Administrator R. Lamont Pagenhardt

**CALL TO ORDER OF PUBLIC SESSION**

**PRAYER & PLEDGE OF ALLEGIANCE**

**PUBLIC SESSION**

1. Additions/deletions to Public Meeting Agenda. Mr. Pagenhardt indicated that there were no additions or deletions to the public agenda for October 7, 2003.
2. Minutes of the Public Meeting of September 30, 2003 were read and approved on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg.
3. James Hinebaugh, Director, Department of Economic Development briefed the Board of County Commissioners on the following departmental issues:
  - ⇒ Unemployment statistics for the most recent quarter of Year 2003.
  - ⇒ Update on planning/construction for the Exhibit/Trade Center
  - ⇒ Update on Keyser's Ridge Industrial Park
  - ⇒ Matching funds of \$75,000 agreed to by the Board for the approved broadband grant award will be directed to the project
  - ⇒ Employment plans for Sycamore Associates
  - ⇒ Garrett Container Systems. Inc. ribbon cutting ceremony
  - ⇒ Visit to International Titanium Power is planned by Department staff
  - ⇒ New Phenix Technologies facility in the Central Garrett Industrial Park. Also discussed was an access road that principals with Phenix would like to utilize to access a planned subdivision. Mr. Hinebaugh recommended that use of this road had been agreed to by the Board for future industrial purposes and using this for subdivision access was not consistent with the intent of the agreement and also comprehensive industrial park planning. Mr. Hinebaugh will convey this direction to Phenix.
  - ⇒ Other economic development and business matters.

4. Dr. Wendell Teets, Superintendent of Schools, Garrett County Board of Education presented the Capital Improvement Program for Fiscal Year 200 through 2013. Based on what Dr. Teets understands, State funding for limited capital funding will be available to local jurisdictions for a number of fiscal years. The Board of County Commissioners agreed to the Plan as submitted with a condition and contingency that local funding was available. The Plan for Fiscal Year 2005 included a wall replacement and lobby renovation at Northern Garrett High School. Planning funds for this project, which require construction during a limited time period, may be paid in advance by the County. The Board of County Commissioners agreed with the option.
5. The Procurement Office presented a recommendation of bid award to the Board of County Commissioners for the following:
  - ⇒ Winter Abrasives (bid #03-0923). Awarded as recommended to a number of vendors based on type of material and Roads Department Area Garage on a motion by Commissioner Holliday, which was seconded by Commissioner Beard, and made unanimous by Chairman Gregg.
  - ⇒ Request for Proposals – Infiltration and Inflow Study – Trout Run Wastewater Treatment Plant (RFP #03-0911TT). Awarded as recommended to Whitman, Requardt and Associates, LLP on a motion by Commissioner Holliday, which was seconded by Commissioner Beard, and made unanimous by Chairman Gregg.
6. The Board of County Commissioners participated in the ceremony to select and honor “Garrett County’s Most Beautiful Person”. Reverend Charles Teets was selected for this prestigious recognition and he will travel to Annapolis to be honored by the Governor along with designees from all other Maryland counties.
7. The Procurement Office conducted a bid opening for Excavation and Site Work for the Weber Refuse Collection Site (bid #03-1007). All bids received will be reviewed with a recommendation of award to be presented as soon as feasible.
8. The Board of County Commissioners visited Clayburn, Inc. – New Savage Works. This visit was in furtherance of a commitment by the Board and the Department of Economic Development to promote existing local businesses.

## **ADMINISTRATIVE SESSION**

1. Mr. Pagenhardt reviewed a number of correspondences and communications with the Board of County Commissioners.
2. Chairman Gregg and Mr. Pagenhardt executed an agreement of financial obligation between the Board of County Commissioners and the Garrett County Partnership for Children and Families. The County Department of Financial Services will be responsible

for all financial reporting and compliance for the Partnership. The Partnership will compensate the County for this service.

3. Chairman Gregg and Mr. Pagenhardt executed the ARC/CTA Grant Agreement for the Garrett County Internet/Intranet Plan to be administered by the Garrett County Department of Planning and Zoning.
4. Chairman Gregg executed the Child Support Enforcement Administration Cooperative Reimbursement Agreement quarterly invoice.
5. The Board of County Commissioners approved a recommendation of appointment to transfer/promote Rebecca Glotfelty from the Department of Public Utilities to the position of maintenance/inventory associate with the Department of General Services. Mr. Pagenhardt will send an official letter of appointment to Ms. Glotfelty specifying the terms and conditions of this personnel action.

**ADJOURNMENT**

**Attest:**

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R. Lamont Pagenhardt,  
County Administrator

**By Order of the Board,**

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Ernest J. Gregg, Chairman  
Board of County Commissioners

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Date