

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
September 4, 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 September 4, 2012. Commissioner Crawford requested that the Board enter into Executive Session at the end of the Public Meeting to discuss personnel and legal matters. Chairman Raley and Commissioner Gatto agreed to this request.
2. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the Public Meeting Agenda for September 4, 2012.
3. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the minutes of the Public Meeting on August 21, 2012 and Executive Session on August 28, 2012.
4. The Board of County Commissioners provided an update on boards, commissions, and committees dates that they had attended since the last Public Meeting announcement.
5. The Board of County Commissioners executed the following Proclamations:
 - a) "National Payroll Week" as the first full week of September payroll week for Garrett County, Maryland.
 - b) "Garrett County Alcohol and Recovery Month" for September 2012.
6. Steven Fratz, Director, Garrett County Board of Elections briefed the Board of County Commissioners on the following departmental matters:
 - a) Notice on early voting and ongoing voter registration for the November 2012 Election.
 - b) Information on preparation for the November 6, 2012 Election to include 7 questions for the electorate to consider on the ballot.
 - c) Election Judges training is ongoing.
 - d) Other office matters.

7. Nicole Christian, President and CEO, and Sarah Duck, Marketing and Sales Promotion Director, Garrett County Chamber of Commerce presented the Board of County Commissioners updates on the following organizational matters:
 - a) Heritage Area Plan.
 - b) Autumn Glory timeline and dates.
 - c) Presentation and summary report of the Chamber Marketing Plan.
 - d) Other agency issues including questions from the public on compatibility with tourism promotion and natural gas drilling in the County.

8. Duane Yoder, President, Garrett County Community Action Committee briefed the Board of County Commissioners on the following organizational matters:
 - a) Presentation of Annual Report for the Board of Garrett County Commissioners.
 - b) Adina Brode, Area on Aging Director with Community Action Committee, presented information on Senior and Food Services and the annual Area on Aging Plan.
 - c) Other organizational matters.

9. The Purchasing Department presented the following recommendations of bid award to the Board of County Commissioners:
 - a) Invitation to Bid – Dump Truck (bid #12-0823). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved a bid award to Timbrook Ford for \$62,652.00.
 - b) Request for Proposals – Garrett County Water and Sewer Master Plan (RFP # 12-0814). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved a bid award to Environmental Resource Management (ERM) for \$99,943.00. Final Plan completed by October 2013.
 - c) The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved a Declaration of Surplus County Property – Garrett County Airport Standing Timber. The Purchasing Department will administer and solicit the sealed bid process for the disposition of this property.

10. James Hinebaugh, Director, Department of Economic Development announced his retirement from County Government to be effective on October 1, 2012. On this date the Board of County Commissioners publically recognized the progress and growth the County has experienced over the years Mr. Hinebaugh served as Director of the Department. Mr. Pagenhardt presented a summary and overview of accomplishments the County and the Department experienced during Mr. Hinebaugh's tenure of appointment. Each County Commissioner, Delegate Beitzel, Senator Edwards, and others voiced their thoughts on Mr. Hinebaugh's professional and personal contributions to County Government.

11. The Board of County Commissioners conducted a *Public Hearing* on August 20, 2012 to review and take public comment on a proposal to update and re-adopt the Garrett County Building Code Ordinance to assure compliance with the Maryland Building Performance Standards. On that date the Board determined to extend the public commentary record open until the end of business on August 31, 2012.

On this date, Commissioners Crawford made a motion to enact the 2012 International Residential Code, the 2012 International Building Code and the 2012 International Energy Conservation Code with all local amendments including the local amendments to delete the requirement for automatic fire sprinkler systems in one and two family dwellings and to delete the stairway geometry requirements in the new codes and revert to the steeper dimensions allowed in previous code cycles prior to 2009. He further moved that said Codes and local amendments would become effective on the 28th day of September 2012. The motion was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, enacting the proposal to update and re-adopt the County's Building Code Ordinance to assure compliance with the Maryland Building Performance Standards. The same motion approved the execution of the Ordinance.

12. Public Commentary.
13. Carol Riley-Alexander, Executive Assistant to the Board of County Commissioners and County Administrator reviewed the boards and committee schedule for the Board for the forthcoming weeks.
14. 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 economic development, legal, and personnel matters. The same motion ended the Executive Session.

ADJOURNMENT

ADMINISTRATIVE MATTERS

1. Mr. Pagenhardt updated/reviewed informational, administrative, personnel, and other pending issues under his jurisdiction/authority with the Board of County Commissioners.
2. Mr. Pagenhardt; Wendy Yoder, Director, Department of Financial Services; and Scott Weeks, Assistant Director, Department of Financial Services presented financial information for final Fiscal Year 2012.
3. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, reappointed the following persons to the Garrett County Adult Guardianship Review Board:
 - a) Stewart Callis
 - b) Karl Schwalm
 - c) Thomas Dabney, Jr.
 - d) Michael Dennis
 - e) Norma Bolding
 - f) Adina Brode

Official letters of appointment will be sent to all appointees under the signature of Chairman Raley.

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

James M. Raley, Chairman
Board of County Commissioners

Date