

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
May 1, 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 was one addition and no deletions to the Public Meeting Agenda for April 24, 2012. The Purchasing Department will present a recommendation of bid award for tires. 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 meeting agenda for this date.
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 Minutes for April 17, 2012, Executive Session Minutes of April 17, 2012, Administrative Session Minutes of April 19, 2012, and Administrative Session Minutes of April 24, 2012.
3. The Board of County Commissioners executed a Proclamation pronouncing May 2012 as "Military Families Support Month".
4. The Board of County Commissioners presented a briefing on the various board, committee, and commission meetings they have attended and are involved with.
5. Richard MacLennan, President, Garrett College provided an update on the following matters to the Board of County Commissioners:
 - a) Statement that the College is engaged in many areas of the County and that the College appreciates the support from the Board of County Commissioners and County Government.
 - b) Presentation of the College Academic Plan – Final Draft.
 - c) Notification that the College will not be instituting a tuition increase for the 2012 – 2013 Calendar.
 - d) The College has operationized workforce development initiatives and programs in STEM (science, technology, engineering, and math) related areas of study.

- e) Update on the College's involvement and plans of integration with Adventure Sports Center International (ASCI).
 - f) Update on the Community Athletic and Recreation Complex including construction completion of the gymnasium section.
 - g) Other matters of interest.
6. The Board of County Commissioners conducted a **Public Hearing** to receive public commentary on community development and housing needs relative to an application for funding to be submitted to the State of Maryland Department of Housing and Community Development under the Community Development Block Grant Program (CDBG). This project is a continuation of program funding for homeownership and housing rehabilitation programs. Specifics of this application are on file with Garrett County Community Action Committee, Inc. The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, closed the *Public Hearing* and executed a Resolution approving this application.

A review of Fiscal Year 2012 CDBG projects was presented to the Board.

7. Nathaniel Watkins, Director, Information Technology (IT) Department provided an update on the following matters to the Board of County Commissioners. Project specifics are on file with the IT Department.
- a) County Tax Office financial issues.
 - b) Adventure Sports Center International transfer of technology areas.
 - c) County website improvements.
 - d) Frederick A. Thayer, III Court House security upgrades and completion of projects.
 - e) Software and hardware improvements.
 - f) One Maryland Fiber Project.
 - g) VOIP (voice over internet provider) office phone system.
 - h) Other department matters.
8. Edgar Uphold, Manager, Facilities and Maintenance Department provided an update to the Board of County Commissioners on the following matters:
- a) Overview of maintenance staff and their areas of responsibility and duties.
 - b) Overview of custodial staff and their areas of responsibility and duties.
 - c) Long-term preventive maintenance, facility, construction, and building plans.
 - d) Other issues.
9. Frank Shap, Assistant Director, Department of Economic Development and Joann Hovis with CTC (Communications, Engineering, and Analysis), the County's primary consultant provided an update on the County Broadband Feasibility Study – Final Publication. This presentation included the Study methodology, technical analysis/recommendations, business, financial considerations, and proposed plan to reach 90% broadband availability that was established in the County Strategic Plan. Attached to these public meeting minutes as Exhibit 1 is a press release providing detail of this matter and Findings and Recommendations as Exhibit 2.
10. The Board of County Commissioners conducted a **Public Hearing** to receive public commentary on a request from Habitat for Humanity for Garrett County, Maryland to include Frank Custer

Drive and Rockville Court inclusion into the Garrett County Roads Department Inventory of Public Roads. This private road has met all requirements and County standards and was inspected by the County Engineering Department. The public notice obligations have been met. The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, closed the *Public Hearing* and approved the road for inclusion and executed an Order that formally opened this road as a public road of Garrett County.

11. The Board of County Commissioners executed a Proclamation pronouncing May 5 to 12, 2012 as "National Women Build Week".
12. Jennifer Bentlejewski, University of Maryland Extension Director provided an update on the following matters to the Board of County Commissioners:
 - a) Update on nutrient management program and water quality awareness and compliance.
 - b) Activities related to 4-H Youth Development.
 - c) Agricultural and Natural Resources.
 - d) Hunter safety classes and camp.
 - e) Literacy and nutrition program update.
 - f) Other office matters.
13. The Purchasing Department presented a recommendation of bid award for Tires (bid #12-0322T) to the Board of County Commissioners. The Board, on a motion by Commissioner Gatto, which was seconded by Chairman Raley, and made unanimous by Commissioner Crawford, approved an award to Glotfelty Enterprises for a number of specific tire sizes. Detailed summary is on file with the Purchasing Department. This was the only bid received.
14. Carol Riley-Alexander, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the meeting and committee schedule for the forthcoming weeks.
15. Public Commentary. None on this date.
16. The session with Maryland Coal Association and a number of coal companies to discuss damage to County roadways from the hauling by truck was postponed by the Association and will be rescheduled at a later date.
17. The Board of County Commissioners met with John Nelson, Director, Department of Planning and Land Development; Rodney Glotfelty, County Health Officer, Garrett County Health Department; and Stephen Sherrard, Director, Environmental Health Division, Garrett County Health Department to discuss Senate Bill 236 – Sustainable Growth and Agricultural Preservation Act of 2012 that was approved and enacted by the Maryland General Assembly. This session was conducted to provide public awareness of requirements and timelines for this new law.
18. The Board of County Commissioners, pursuant to prior sessions to review the Draft Land Use Management Ordinance met on this date to discuss this issue. Mr. Nelson and County Attorney Gorman Getty were in attendance for this session. The purpose of this session was to allow public review that would allow the Board an opportunity to take under advisement and

consideration any commentary for inclusion in the final draft. After an extensive review and public discussion, the Board determined to make the draft available for public examination scrutiny and commentary for a period of time not to exceed June 15, 2012. Chairman Raley reiterated that the draft was still a working document and commentary is welcome and will be considered. At that time, the Board will make a determination on how to proceed with additional public informational meetings and required public hearing.

19. In compliance with the Maryland Open Meetings Act under section 10-509, a record of the Executive Session for April 17, 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 economic development matters. The same motion ended the Executive Session.

ADMINISTRATIVE SESSION

1. Mr. Pagenhardt reviewed informational, administrative and pending issues with the Board of County Commissioners.
2. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, appointed Karl Schwalm and William Vansickle to the Garrett County Health Planning Council. Official letters of appointment will be sent to each appointee under the signature of Chairman Raley.
3. The Board of County Commissioners reviewed candidates for consideration on the Garrett County Assessment Board of Appeals. The Board is required to review all candidates and submit 3 names to the Governor for official appointment. The Board determined to submit the names of Michael Bell, Richard Schiff, and Aaron White for consideration.

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

James M. Raley, Chairman
Board of County Commissioners

Date

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Board of Commissioners
Gregan T. Crawford
Robert G. Gatto
James M. Raley

County Administrator
R. Lamont Pagenhardt
County Attorney
Gorman E. Getty III

PRESS RELEASE

Contact Person: Monty Pagenhardt, County Administrator

Date: May 1, 2012

Re: Garrett County, Maryland Releases Comprehensive Broadband Strategy Study

The Garrett County Department of Economic Development today released a groundbreaking study of its broadband communications infrastructure—just the latest step in its ongoing efforts to increase the broadband connectivity available to residents and businesses countywide.

The study, "Broadband in Garrett County: A Strategy for Expansion and Adoption," follows on the county's 2011 Economic Development Strategic Plan, which included a goal to increase non-satellite broadband Internet availability to at least 90% of county residences by 2014.

"Broadband in Garrett County" was based on a county-wide survey of more than 1,600 residents, businesses and farms, and cost \$100,000, including \$50,000 in Appalachian Regional Commission grant funding. The study also determines the most productive methods for the County to leverage its portion of the \$115 million federal American Recovery and Reinvestment Act broadband grant that Maryland was awarded in September 2010. For Garrett County, the grant will fund approximately 50 miles of fiber backbone to connect major institutions such as schools, Garrett College and government agencies.

Key findings of the study show that both broadband availability (supply) and use (demand) are high in Garrett County, compared with much of rural America, with broadband service available to about 65 percent of the county. However, broadband supply and demand still lag behind the nation's metropolitan areas.

The broadband study also found that:

- Garrett County suffers from many of the same broadband challenges as do other rural parts of the country, including large unserved remote areas; relatively little competition in population centers; and high pricing that prevents consumers from fully benefiting from the networks where they do exist. These challenges are of enormous importance in light of the county's clear understanding of broadband availability to community and economic development.

- The county's public and private leaders are working together with remarkable commonality of purpose and commitment toward improving broadband availability; this spirit of cooperation and leadership is a model for much of rural America.

"We are pleased to know that our broadband efforts so far have been successful—and are excited about the new strategies we have for bringing even more broadband to our residents," said County Commission Chairman Jim Raley.

The broadband study presents recommendations for expanding both broadband facilities and broadband use in Garrett County. They range from expanding "middle-mile" broadband infrastructure to educating county residents about the value of broadband.

"This study is an important tool for the county," said Frank Shap, Assistant Director of the Department of Economic Development. "It gives us a roadmap for expanding broadband infrastructure and use, which we have long recognized as essential for economic development."

Conducted by Maryland-based consultants CTC Technology and Energy, the six-month study was based on multi-sector market research; extensive conversations with potential partners for public/private collaborative strategies; detailed analysis of current broadband infrastructure; and an exploration of technology and business options for building network infrastructure to meet the county's strategic goals.

For more information and to view a copy of the study, please visit www.garrettcounty.org (see "News Updates"), or visit us on Facebook.com/Garrett-County-Government.

Broadband in Garrett County

Findings and Recommendations

May 1, 2012



Findings

- Garrett County well served compared to other rural communities
- Most commercial wireline investment stopped
- Estimated 78% of County residents currently pay for Internet services
 - 64% residents broadband (DSL, Cable, Fiber)
 - Somewhat lower broadband adoption among agricultural community
- Local entrepreneurs and wireless carriers have led recent expansion of broadband options in Garrett

Recommendations

- Expand middle-mile infrastructure
- Consider investing in last-mile wireless broadband network
- Encourage wireline carrier expansion for last-mile
- Facilitate cost-effective commodity bandwidth for competitive providers

Recommendations (continued)

- Create governance structures to manage County strategies
- Educate County residents about broadband
- Pursue funding opportunities (ARC and future opportunities)

Recommended Model for Wireless Network

- Last mile wireless network to enable service to approx. 2,900 unserved residences
- TV White Space technology
 - Cost effective
 - High quality propagation characteristics
- Initial investment: \$1.2 million
- Estimated take rate of 30% based on current adoption behavior

Financial Model

\$1.2 million (Principal)

Take Rate at \$40 Month Service Charge	Upfront payment	Annual subsidy required for five years	Year Five Cash Balance
<u>Financed at 6% Interest</u>			
20%	\$0	\$320,000	(\$1,592,000)
30% (base case)	\$0	\$250,000	(\$1,290,000)
40%	\$0	\$192,000	(\$961,000)
65%	\$0	\$0	\$0
<u>Cash</u>			
20%	\$1.2 million	\$27,000	(\$135,000)
30% (base case)	\$1.2 million	\$0	\$167,000
40%	\$1.2 million	\$0	\$500,000
65%	\$1.2 million	\$0	\$1.2 million