

BOARD OF GARRETT COUNTY COMMISSIONERS
ADMINISTRATIVE SESSION
August 20, 2014

IN ATTENDANCE

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

County Administrator R. Lamont Pagenhardt

1. Mr. Pagenhardt and Scott Weeks, Director, Department of Financial Services informed the Board of County Commissioners that the County is in receipt of notification from the Maryland State Department of Education that shows that the County appropriation for additional maintenance of effort (teacher pension) was less than the actual appropriation reflected in the Approved Budget for Fiscal Year 2015. The teacher pension appropriation approved in the Budget was \$1,077,988 which was based on numbers provided from the State and Board of Education. The State has now provided a different number for Fiscal Year 2015 which is \$796,082 resulting in a difference of \$281,906. The reports from the State show that the amount of \$281,906 is to be designated to the operating appropriation for Fiscal Year 2015 which was not approved by the Board of County Commissioners. The Board of County Commissioners approved an appropriation for the Board of Education for Fiscal Year 2015 of \$25,894,897 which is an increase of \$535,897 over Fiscal Year 2014 plus the County total Fiscal Year 2015 Budget was funded from the unreserved/undesignated fund balance.

The Board unanimously agreed that the additional funds should be returned to the County general fund and the Board of Education Fiscal Year 2015 budget appropriation remain at \$25,894,897. Mr. Weeks will assure that the State of Maryland Fiscal Year 2015 Certificate Statement for funding reflects this information. (Notification from Mr. Pagenhardt and Mr. Weeks to the Board of Education on this matter is on file).

2. The Purchasing Department presented the following recommendations of bid award and contract extension to the Board of County Commissioners:
 - Recommendation for Contract Extension – General Carpentry Services (bid #10-0819C). The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved an award to Thomas & Thomas. Basic labor rates for licenses carpenters at \$28.00 per hour and percentage mark-up for materials of 12%.
 - Recommendation for Award – Meadow Mountain Trail Phase 1 Construction – Contract No. GA4077ZM1 F.A. Project No. APL-3(316)E & NRT-3(210)E. The Board, on a motion by Commissioner Raley, which was seconded by Commissioner Crawford, and made unanimous by Chairman Gatto, approved an award to Beitzel Excavating, LLC for a total bid price of \$194,055.00. (Total funding is provided by Appalachian Regional Commission).
 - Recommendation for Award – Bloomington Community Park Improvements (bid 314-0731). The Board, on a motion by Commissioner Crawford, which was seconded by

Commissioner Raley, and made unanimous by Chairman Gatto, approved an award to Here to Help, LLC for a total bid price of \$14,790.00. (Project is funded by Program Open Space funds).

3. David and Jodie Lattanzi representing Camp Deep Creek met with the Board of County Commissioners to request an extension of public water and sewer service to this location. In attendance were the following staff:
 - Patrick Hudnall, Division Chief, Department of Public Works – Utilities Division
 - Jeffrey Broadwater, Assistant Director, Department of Financial Services
 - Jay Moyer, Director, Department of Public Works

The Board agreed to consider a Petition for Service and Extension of the Service Area public hearing process for Camp Deep Creek. Mr. and Mrs. Lattanzi will consider proceeding with this.

4. As a continuation of the **Public Hearing** on July 15, 2014, Administrative Session of July 28, 2014, and Public Meeting of August 5, 2014 whereby an Amendment to the Garrett County Water and Sewer Master Plan Service Area Boundaries was presented, the Board of County Commissioners again discussed this matter. Mr. Hudnall, Mr. Broadwater, and Mr. Moyer were in attendance.

During the August 5, 2014 Public Meeting Chairman Gatto and Commissioner Raley decided to continue to take this matter under advisement and assured that they will provide staff with their respective comments and questions relative to final approval in a timely manner. Answers to all questions were received and staff provided this report in advance to the Board.

Staff again requested that the Board approve the Amendment as presented and reviewed so that the Master Plan can move forward with final adoption. Commissioner Crawford asked Commissioner Raley and Chairman Gatto to approve the service area boundary amendment. Commissioner Raley and Chairman Gatto stated that they need more time to review prior to their approval. No definitive time for decision was established.

5. As part of the August 5, 2014 Public Meeting, Department of Public Works management presented an update of the Western Conveyance Water and Wastewater Project to the Board of County Commissioners. This discussion included a staff recommendation to have the authorization to proceed with the legal process of eminent domain for a deed of easement for Sandy Beach Property Owners Association (SBPOA). At that time, Commissioner Raley and Chairman Gatto determined to continue to take this matter under advisement and the Board will then issue a decision during a to be determined administrative session. Commissioner Crawford had requested that the Board proceed with the legal process of eminent domain.

For this Administrative Session the Board staff reinforced that the completion of the Western Conveyance is a public health issue and again requested that the Board provide the authorization to proceed. Mr. Hudnall, Mr. Broadwater, and Mr. Moyer were in attendance. Commissioner Crawford asked Commissioner Raley and Chairman Gatto to approve proceeding with the legal process of eminent domain. Commissioner Raley and Chairman Gatto would like SBPOA to meet with the Board of County Commissioners on this matter and directed staff to draft a letter to all property owners in this subdivision. Mr. Pagenhardt will work with the County Attorney on this process.

6. The Board of County Commissioners discussed reconvening the Garrett County Animal Issues Advisory Commission and develop a charge and specific committee objective. Bonnie Zimmerman, Animal Shelter Manager was in attendance for this session. The Commission will be comprised of members representing the following areas:

- A Garrett County Veterinarian
- A member of the Garrett County Humane Society
- 3 members at large
- The Animal Shelter Manager
- A representative of the Garrett County Health Department
- A representative of the Garrett County Sheriff's Department
- A Garrett County licensed kennel operator

The Board will reconvene the Commission to include defining roles of HART, the Humane Society, and the County Animal Control. Mr. Pagenhardt and Ms. Zimmerman were assigned the lead in moving this forward.

7. The Board of County Commissioners agreed to extend the Garrett County Marcellus Shale Advisory Committee term appointments for one (1) year ending on August 30, 2015. An official letter will be sent to the members under the signature of Chairman Gatto outlining the terms of the extension.
8. Sheriff Rob Corley met with the Board of County Commissioners to discuss staffing levels at the Detention Center. Chief Deputy Michael Bittinger and Detention Center Administrator Lieutenant James Tichnell were in attendance. Sheriff Corley requested the budgetary authority to appoint 2 additional correctional officers which the Board agreed to.
9. Mr. Pagenhardt reviewed a number of administrative and personnel matters under his level of authority. Included was a review of vacant positions with the Department of Public Works – Roads Division with Mr. Moyer in attendance. The Board agreed to authorize the appointment of 3 positions at this time.

Attest:

By Order of the Board,

R. Lamont Pagenhardt
County Administrator

Robert G. Gatto, Chairman
Board of County Commissioners

Date