

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
JULY 1, 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 July 1, 2003.
2. Minutes of the Public Meeting of June 24, 2003 were read and approved on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg.
3. The Board of County Commissioners, on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg, issued a proclamation designating June 29 through July 5 as the dates that the "Group Workcamp Project for Garrett County" will be initiated.
4. Wendy Yoder, Director, Department of Financial Services briefed the Board of County Commissioners on the following issues:
 - The process to determine Fiscal Year 2005 Highway Tax revenue will be calculated and forwarded to the Motor Vehicle Administration to determine highway user tax revenue for the County and all municipalities. Ms. Yoder will prepare a letter for each local municipality outlining this calculation.
 - An unofficial estimate of Fiscal Year 2003 revenue/expenditures was announced that did not include final employee payroll and expenditures purchased and not expensed prior to June 30. The estimate of \$2.5 million was projected with a number of approved/uncompleted capital projects and purchases to be requested.
 - Fiscal Year 2004 real property and personal property tax bills have been mailed.
 - An entrance conference with Rodeheaver and Associates for the Fiscal Year 2003 audit has been scheduled for July 2.

- A brief review of potential State funding reductions was discussed.
5. Duane Yoder, President of Garrett County Community Action Committee presented an amended resolution for Community Development Block Grant funds for the Mountain Village Development for consideration of approval by the Board of County Commissioners. The resolution was approved by the Board on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg.
 6. The Board of County Commissioners, on a motion by Commissioner Beard, which was seconded by Chairman Gregg, and made unanimous by Commissioner Holliday, approved an Equivalent Residential Unit Policy as recommended by the Deep Creek Lake Public Utilities Advisory Committee. The terms of this policy are as follows:
 - Current owner of an equivalent residential unit (ERU) cannot designate the transferee of a unit if this transfer is requested. The sale of a parcel of property, which includes an assigned ERU, will include a conveyance of that ERU with the sale.
 - The Department of Public Utilities will offer a fifteen percent (15%) discount on the payoff of debt service of each ERU purchased utilizing the amortization schedule. To realize this discount, the total must be paid by December 31, 2003.
 - The Department of Public Utilities will begin charging fifty percent (50%) of the active operation and maintenance charge for each inactive ERU, which has been purchased. This amount equates to \$124 per inactive ERU per year.
 - The new purchase price for an ERU after July 1, 2003 will be \$3,200.
 7. The Board of County Commissioners conducted a telephone conference call with the Federal Aviation Administration and URS on the expansion project for the Garrett County Airport. The purpose of this session was to assure all parties that the Board intended to proceed with the design/scope of work for this project. Funds have been appropriated in Fiscal Year 2004 Capital Budget and the Five Year Capital Plan for this project and this fact was conveyed to both the Federal Aviation Administration and URS, County consultant for this project. Floyd Ellis, an adjacent property owner to the Airport was in attendance and asked a number of questions on the project plans.
 8. John Nelson, Director, Department of Planning and Zoning, briefed the Board of County Commissioners on the following issues:
 - Designation of Bloomington to be included in the US Census as an Urban Area/Boundary based on density per square mile with other communities and municipalities. This designation will have a functional classification for State Highway funding. A letter, under the signature of Chairman Gregg was sent to the State of Maryland Highway Administration indicating the Board's concurrence with this boundary revision.

- A review of the Garrett County Fiscal Year 2004 Annual Program Open Space report.
- A draft review of scope of work to be included in the Deep Creek Watershed Economic Growth and Planning Analysis. Suggestions from the Board and the Planning Commission will be taken into consideration prior to the advertisement for requests for proposals.
- An update on the appraisals for properties under the Rural Legacy Program.
- A report of building permit activity year to date and for prior periods.

ADMINISTRATIVE SESSION

1. Mr. Pagenhardt reviewed a number of correspondences and communications with the Board of County Commissioners.
2. Chairman Gregg, on behalf of the Board of County Commissioners, executed a change order (CO #1, dated June 20, 2003) for the Deer Park Water Project in the amount of \$2,534.61.
3. Jim Hinebaugh, Director, Department of Economic Development, requested the opinion of the Board of County Commissioners on a number of economic development matters prior to official communication with business contacts.
4. The Board of County Commissioners, on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg, appointed Barry Sweitzer to the position of project engineer with the Department of Public Utilities. An official letter, outlining all terms and conditions of this employment, will sent to Mr. Sweitzer by Mr. Pagenhardt.
5. Chairman Gregg, on behalf of the Board of County Commissioners, executed all documents between the Board of County Commissioners and the United States Department of Housing and Rural Development for project number MD 06B210-001 (pin MD 25064). This grant, in the amount of \$40,485 is for the transmittal of grant agreements for supportive housing programs.
6. The Board of County Commissioners, on a motion by Chairman Gregg, which was seconded by Commissioner Beard, and made unanimous by Commissioner Holliday, appointed Douglas Davis to the Board of Directors of Mountain Top Mental Health Associates. An official letter of appointment will be sent under the signature of Chairman Gregg.
7. The remainder of the day was spent in administrative session.

ADJOURNMENT

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Ernest J. Gregg, Chairman
Board of County Commissioners

Date

