

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
May 23, 2006

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 was one addition and no deletions to the Public Agenda for May 23, 2006. The Purchasing Department requested to present an additional RFP recommendation for Digital Cellular Telephone Services and a bid recommendation for the Public Works Complex Pad Site Development.
2. Minutes of the Public Meeting of May 16, 2006 were read and approved on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg.
3. Gary Mullich, Director, Department of General Services, briefed the Board of County Commissioners on the following issues:
 - a) Staff with the Solid Waste and Recycling Division reviewed several matters to include existing policy on home composting specifically for leaves and brush. The Board had questions on the current fee structure for this recyclable material. Staff will look at revisions to policy to allow for a continuation of disposal of this material at a lesser fee than provided for in the current structure.
 - b) Countywide recycling update and scheduled activities in progress.
 - c) Permits and Inspection Division of the Department of Planning and Land Development move to the Public Service Center
 - d) Public Works Complex status
 - e) County Airport water and sewer infrastructure
 - f) Exhibit/Trade Center project and property transfer
 - g) County Airport Expansion Project

- h) Status of site review of Whiteface Farm for proposed agricultural business park
 - i) Other discussion topics

- 4. James Brenneman, representing the Grantsville Volunteer Fire Company briefed the Board of County Commissioners on plans to construct a new fire station, including a request for financial assistance for this capital cost. The Company expressed gratitude to the Board for approving a waiver of the building permit square footage fee. Other financial assistance issues included a donation, a matching fund/dollar for dollar program similar to the funding with the Grantsville Branch of the Ruth Enlow Library of Garrett County, loan assistance, and other possible funding or assistance options. The Board will take this matter under advisement and consideration.

- 5. A number of citizens met with the Board of County Commissioners to discuss suggested building improvements to the County Animal Shelter. The Board will take all suggestions under advisement with the expenditures approved in Fiscal Year 2007 to be reviewed by the Department of General Services and Animal Control staff.

- 6. The Purchasing Department presented the following recommendations of award:
 - a) Request for Proposals - County Comprehensive Development Plan – Inclusive of Deep Creek Lake Watershed Master Plan (RFP #06-0413). The Board, on a motion by Commissioner Beard, which was seconded by Chairman Gregg, and made unanimous by Commissioner Holliday, approved the recommendation to Environmental Resource Management for \$224,998.
 - b) Bid Award - Thayerville Area Access Roads and Test Well Drilling Project (bid #06-0511). The Board, on a motion by Commissioner Beard, which was seconded by Chairman Gregg, and made unanimous by Commissioner Holliday, approved the recommendation to Wayne's Water 'n' Wells for \$25,763.50 per well (2 wells at \$51,527,00). The motion also included a waiver for the cost of a performance/payment bond and required the Board to reject the add alternate cost of abandonment of a test well.
 - c) Request for Proposals - Digital Cellular Telephone Service – Garrett County Government (RFP #06-0307). The Board, on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg, approved the recommendation to Cellular One estimated to be \$1,970.55 per month.
 - d) Bid Award – Public Works Complex Pad Site Development (bid #06-0518). The Board, on a motion by Commissioner Holliday, which was seconded by Commissioner Beard, and made unanimous by Chairman Gregg, approved the recommendation to Frank Arnold Contractors, Inc. for \$1,514,950.00.

7. Liliana Rivadeneira Jones and Kimberly Smith, representing the Broad Ford Elementary School met with the Board of County Commissioners to discuss concerns with approved, proposed, and ongoing playground projects. Ms. Jones and Ms. Smith expressed their worry that changes in plans by the Board of Education and Broad Ford Elementary Administration, if approved Fiscal Year 2007 Program Open Space funds, will be in contradiction to playground work already in process.
8. Carol Riley, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the meeting and committee schedule for the forthcoming week.

ADMINISTRATIVE SESSION

1. Mr. Pagenhardt reviewed a number of correspondences and communications with the Board of County Commissioners. The Board will attend a meeting of May 24 with Delegate George Edwards, the Mayor and Town Council of Grantsville, staff from the Departments of Economic Development, Planning and Land Development, Public Utilities, and the County Administrator to discuss Grantsville water issues.
2. Staff personnel with the Department of Planning and Land Development; Department of Public Utilities; and County Health Department met with the Board of County Commissioners to discuss the status of the Garrett County Water and Sewer Master Plan and Garrett County Comprehensive Plan as it applies for public water and wastewater projects and the urgency for completion and review by the State of Maryland Departments of Planning, Environment, and Natural Resources.
3. Chairman Gregg and Mr. Pagenhardt executed an Agreement between the State of Maryland Department of Natural Resources and the Board of County Commissioners for the Fiscal Year 2007 Rural Legacy Grant.
4. Mr. Pagenhardt and Mr. Mullich presented DaVina Griffith for a recommendation of appointment to the position of Risk Manager with the Department of General Services. The Board, on a motion by Commissioner Holliday, which was seconded and carried by Chairman Gregg, approved this appointment. Commissioner Beard was not in attendance for this session. An official letter of appointment will be sent by Mr. Pagenhardt to Ms. Griffith outlining all terms and conditions of appointment.
5. The Board of County Commissioners, on a motion by Commissioner Holliday, which was seconded by Commissioner Beard, and made unanimous by Chairman Gregg, executed Resolutions authorizing Garrett County Community Action Committee, Inc. to submit applications to the State of Maryland Department of Housing and Community Development for Community Development Block Grant

funds for the following projects. Each project had been previously presented to and reviewed by the Board.

- a) Avilton Community Center in the amount up to \$150,000
- b) Pysell Ridge in the amount up to \$250,000
- c) Transit Maintenance Facility up to \$400,000

6. The Board of County Commissioners, on a motion by Commissioner Beard, which was seconded by Commissioner Holliday and made unanimous by Chairman Gregg, appointed and reappointed the following to the Garrett County Department of Social Services Advisory Board.

| <u>Appointment</u> | <u>Representing</u> |
|--------------------|-------------------------------------|
| Kimberly Durst | Garrett County Economic Development |
| Steven Whittington | Big Brothers Big Sisters |
| William Aspinall | Appalachian Crossroads |
| Heather Hanline | Dove Center |
| Wendy Sharpless | Department Staff Member. |

| <u>Reappointment</u> | <u>Representing</u> |
|----------------------|--------------------------|
| Robert Stephens | Health Department |
| Brenda McCartney | Board of Education |
| David Beard | County Commissioners |
| Earleena Tressler | Community Representative |
| Lesia Whittemore | Community Representative |
| Carolyn Taylor | Community Representative |
| Trudy Pickrel | Community/Foster Parent |

Official letters of appointment under the signature of Chairman Gregg will be sent to all appointees outlining all terms of appointment,

7. John Nelson, Director, Department of Planning and Land Development; Linda Lindsey, Interim Director, Department of Public Utilities; Shelia Mahaffey, Department of Public Utilities Project Assistant; County Health Officer Rodney Glotfelty; and Stephen Sherrard, Director, Health Department Environmental Health Division met with the Board of County Commissioners to discuss the County Water and Sewer Master Plan.
8. Mr. Nelson and Ms. Lindsey presented recommended revisions to Department of Public Utilities *Policy 2006-1 – Wastewater Flow Table Policy* (replaces Policy 2005-7) and *Policy 2006-3 – Inactive Fees – Deep Creek Lake Sewer System*. Both policies had been reviewed and approved for legal sufficiency by the County Attorney. The Board of County Commissioners, on a motion by Commissioner Beard, which was seconded by Commissioner Holliday and made unanimous by Chairman Gregg, approved both policies.

9. James Hinebaugh, Director, Department of Economic Development briefed the Board of County Commissioners on the following issues:
 - a) Review and execution of Special Refunding Agreement between Allegheny Power and the Board of County Commissioners as it pertains to commercial electric availability at the Northern Garrett Industrial Park.
 - b) Review of Federal Fiscal Year 2007 Appalachian Regional Commission (ARC) project priority list and staff priority ranking for area development and TEA 21 road projects. Economic Development directors from Garrett County, Allegany County, and Washington County will meet to finalize a recommendation to be submitted to ARC based on input from respective Boards of County Commissioners. The Board agreed to the recommended priority list as presented.
 - c) Briefing and agenda on May 24, 2006 meeting under 1. of the Administrative Session section of these minutes.

10. Mr. Pagenhardt and Department of Financial Services staff requested time with the Board of County Commissioners to address the following issues:
 - a) Approval of Fiscal Year 2006 Final Budget Amendments. The Board, on a motion by Commissioner Beard, which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg, approved all amendments as recommended.
 - b) Review and recommendation to adopt revised Unreserved Fund Balance Policy. The Board, on a motion by Commissioner Beard, which was seconded and carried by Chairman Gregg, approved the policy as recommended and executed a Resolution noting this action. Commissioner Holliday voted in opposition to the motion. This policy establishes an unreserved fund balance for contingency and emergency expenditures as determined by the Board of County Commissioners.
 - c) Final review of Fiscal Year 2007 Budget.

ADJOURNMENT

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Ernest J. Gregg, Chairman
Board of County Commissioners

Date