

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**ADMINISTRATIVE SESSION**  
**June 28, 2011**

**IN ATTENDANCE**

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

*County Administrator R. Lamont Pagenhardt*

1. On June 21, 2011, the Board of County Commissioners, on a motion by Chairman Crawford, which was seconded by Commissioner Gatto, and made unanimous by Commissioner Raley, moved into Executive Session under section 10-508 of the Maryland Open Meetings Law on this date to discuss personnel matters relative to the Department of General Services. Mr. Pagenhardt presented a recommended plan of reorganization for the Department of General Services. Scott Weeks, Assistant Director, Department of Financial Services and Nathaniel Watkins, Director, Department of Information Technology were in attendance for this session. Specific employee position assignments by department and supervisor were presented for the Board to review, take under advisement/review, and approve. After an extensive deliberation, the Board agreed to take the proposal under advisement and discuss again on this date.

On this date the Board unanimously agreed to proceed with the plan of reorganization as presented/recommended. Mr. Pagenhardt will inform/meet with all personnel affected by the restructuring plan to include notice of position reassignment and applicable salary adjustment. The Board will also meet with all employees to explain this conclusion on July 5, 2011.

2. John Nelson, Director, Department of Planning and Land Development and James Torrington, Division Chief, Division of Permits and Inspections, Department of Planning and Land Development met with the Board of County Commissioners to discuss the following issues:
  - a) The Board of County Commissioners priority list for State Highway Administration Consolidation Capital Improvement Plan for primary and secondary development programs. The current list of Garrett County projects and concerns was reviewed. A final determination will be finalized prior the public meeting with the Secretary of Transportation in October.
  - b) State law and County Code discussion as it pertains to sprinkler systems requirements. The Board will add certain provisions for amendment of current State law and County Code to the request for consideration of legislation in the 2012 Legislative Session of the Maryland General Assembly.
  - c) Discussion on the State Waterway Improvement Fund project eligibility.
  - d) Discussion on Bill and Vicki Taylor entrance permit for their property of Penn Point Road.
  - e) Discussion on Plan Maryland.

3. Linda Lindsey, Director and Jeff Broadwater, Assistant Director, Department of Public Utilities met the Board of County Commissioners to discuss the following issues. Mr. Nelson was in attendance for this session.
  - a) Discussion on policy of connection for public water system in the McHenry Water District for multi-residential properties. Ms. Lindsey is working with the county attorney to finalize a policy revision that will be presented for commentary during a public hearing.
  - b) The Board reviewed a letter from William Kidwell in which he requests repayment for the cost for constructing a water service main on his property. Ms. Lindsey reviewed the history of this issue and will draft a letter to be directed to Mr. Kidwell outlining the determination by the Board on how to respond to this inquiry.
4. Mr. Pagenhardt reviewed a number of other administrative matters with the Board of County Commissioners.
5. The Board of County Commissioners attended business visits at Garrett Container Systems and Quality Machine. Department of Economic Development staff accompanied the Board on these visits.

**Attest:**

**By Order of the Board,**

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R. Lamont Pagenhardt,  
County Administrator

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Gregan T. Crawford, Chairman  
Board of County Commissioners

\_\_\_\_\_  
Date