

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**ADMINISTRATIVE SESSION**  
**May 22, 2012**

**IN ATTENDANCE**

**Chairman James M. Raley**

**Commissioner Gregan T. Crawford**

**Commissioner Robert G. Gatto**

R. Lamont Pagenhardt, County Administrator

1. The Board of County Commissioners met with Peggy Jamison, Grants Resource Officer with Garrett County Community Action Committee to review the Maryland Department of Housing and Community Development - Community Development Block Grant (CDBG) program job creation agreement with ASCI. Jim Hinebaugh, Director, Department of Economic Development; Wendy Yoder, Director, Department of Financial Services; and Scott Weeks, Assistant Director, Department of Financial Services were in attendance for this session. Ms. Jamison will communicate with CDBG to look at actual employment numbers based on seasonal staff totals. A letter to the Maryland Department of Housing and Community Development will be drafted and executed by Chairman Raley asking for a meeting with all parties.
2. Chairman Raley requested an update from Ms. Jamison on the status of the Heritage Plan for Garrett County and the replacement of the Heritage Area Manager that is to be hired by the Chamber of Commerce to assure that the project grant applications will proceed to the appropriate administrative office. (Ms. Jamison is chairperson of the Heritage Plan Advisory Committee). Ms. Jamison stated that the position is being advertised and will be filled as soon as possible.
3. The Board of County Commissioners met with the following staff to discuss the potential for pursuing the procurement of an energy audit. Purchasing Agent Brian Bowers presented this update and Edgar Uphold, Facilities and Maintenance Supervisor; Ms. Yoder and Mr. Weeks were in attendance for this session. The Board had reviewed this matter several months ago and Commissioner Crawford has asked that an update be provided on this date. Mr. Bowers provided the following summary:

*In the summer of 2011, the Purchasing Department met with Johnson Controls and Inspired Systems to explore the options available to the County regarding energy efficiency. What the Department learned from the meetings was that the process starts with the big picture in developing an energy conservation policy which defines the goals of the County. The current Energy Conservation Policy was adopted on September 20, 1993. The Department also learned that once a policy is adopted that the County should gather utility usages for all County facilities and prioritize the buildings based on highest usage per square foot. The County should then focus on one or two buildings and have an energy audit performed to see where savings could be achieved to meet the goals established in the adopted policy. The energy audit would have to be solicited competitively. The competitive method would be based on the anticipated cost of the audit. The Purchasing Department has compiled some sample requests for energy audits for future use and subsequent audits would be conducted on other County facilities in the future based on the policy goals.*

The Board directed staff to proceed with the implementation of the audit, include other County Government agencies, and prepare for public adoption of an official County policy in July.

4. The Board of County Commissioners, relative to a review and recommendation during the Public Meeting of May 15, 2012, reviewed the recommended fee increases for the Department of Solid Waste and Recycling. Dave Baker, Manager, Department of Solid Waste and Recycling, Ms. Yoder, and Mr. Weeks were in attendance for this session. The Board, on a motion by Commissioner Crawford, which was seconded by Chairman Raley, and made unanimous by Commissioner Gatto, agreed to establish a landfill tipping fee to \$45 per ton for household (effective July 1, 2012) and construction and landfill sticker of \$50 (effective January 1, 2013). Official public notification will be provided by Mr. Baker.
  
5. Ms. Yoder briefed the Board of County Commissioners and requested their direction on the County Coal Haul Tax Statute. Mr. Weeks and Gorman Getty, County Attorney were in attendance for this session. The point of discussion is the required justification for municipalities being eligible for the percentage of the tax collected. After an in depth deliberation, the Board, on a motion by Commissioner Gatto, which was seconded and carried by Chairman Raley decided to distribute coal haul tax revenues to Grantsville, Kitzmiller, and Friendsville for Fiscal Year 2012. Commissioner Crawford voted in opposition to the motion because Grantsville and Friendsville did not qualify to receive the allocations based upon the documentation provided by the municipalities and the criteria outlined in the state statute. The Board agreed by consensus to adjust allocations in future fiscal years. Following these actions Commissioner Crawford was not present for items #6 through #8 as detailed in these minutes as he had a prior engagement.
  
6. Mr. Hinebaugh and John Nelson, Director, Department of Planning and Land Development briefed the Board of County Commissioners on the vertical wind presentation made on May 15.
  
7. Mr. Hinebaugh and Cheryl DeBerry, Natural Resources Business Specialist provided an informational review of a proposal to complete a Fractured Rock Study by the State of Maryland Department of Natural Resources, State of Maryland Department of the Environment, and the United States Geological Service. The Board asked that a letter be sent to the Office of the Governor to request that matching funds for this study and this matter be added to a future public meeting agenda.
  
8. Commissioner Gatto briefed Chairman Raley on a possible request from the Crellin Improvement Association for waiver of tipping fees for the disposal of renovation and construction debris from the Crellin Community Center. Mr. Pagenhardt indicated policy is for non-profits to request such a waiver from the Board and the indicated estimated tonnage. Upon receipt of this request the Board will take under advisement an approval. Commissioner Gatto will refer this policy to the Association.

**Attest:**

**By Order of the Board,**

\_\_\_\_\_  
 R. Lamont Pagenhardt,  
 County Administrator

\_\_\_\_\_  
 James M. Raley, Chairman  
 Board of County Commissioners

\_\_\_\_\_  
 Date