

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**PUBLIC MEETING**  
**February 23, 2015**

**IN ATTENDANCE**

*Chairman Paul C. Edwards*  
*Commissioner James C. Hinebaugh, Jr.*  
*Commissioner S. Larry Tichnell*

*County Administrator R. Lamont Pagenhardt*

**ADMINISTRATIVE SESSION**

1. Mr. Pagenhardt reviewed a number of administrative, non-privileged personnel, and managerial matters under his authority and jurisdiction with the Board of County Commissioners.
2. The Board of County Commissioners reviewed final preparations for the release of the Deep Creek 2014-ICF Canoe Slalom World Championships – Final Report. Scott Weeks, Director, Department of Financial Services was in attendance for this session. This matter will be presented in public session on this date.
3. Mr. Weeks presented a financial summary report on the Governor’s Budget Reconciliation and Finance Act (BRFA), specifically provisions of the Act that relate to the Department of Natural Resources Forestry and Parks Revenue. According to Delegate Beitzel these provisions would reduce park revenue sharing payments to counties in Fiscal Years 2015 and 2016. Attached to these administrative session meeting minutes as **Exhibit 1** is this summary. The Board will send a letter to Governor Hogan expressing their opinion of opposition to this proposed action outlined in BRFA.
4. The Board of County Commissioners reviewed a sewer blockage issue and the maintenance repair and associated cost that was incurred by the Mayor and Town Council of Loch Lynn Heights. Chairman Edwards had met with Mayor Corley to convey that the Department of Public Works opines that this incident in question was caused by circumstances outside normal O&M; the Town Council disagrees with this determination. The Board, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, decided to pay the invoice from the County general fund on behalf of the Town Council. Mr. Pagenhardt will notify the Town Council.
5. John Frank, Director, Department of Public Safety and Emergency Management appeared before the Board of County Commissioners to present the following Departmental matters. Also in attendance and representing the Department was Wayne Tiemersma, Emergency Services Chief and Virginia Smith, Public Safety Planner.
  - Review of Garrett County Hazardous Material Plan. Mr. Frank will present and ask for official adoption of the Plan during the public session on this date.
  - Update of staffing levels and scheduling of County and volunteer emergency service personnel.

- Update and final recommendation on County Emergency Operations Center site location and timeline for construction. Mr. Frank requested approval from the Board to proceed with construction planning to secure property at the McHenry Business Park. The Board agreed and conditionally approved with the recommendation as presented on this date and requested that more specific cost estimate planning take place prior to proceeding to a final recommendation.
6. Mr. Pagenhardt reviewed plans for the scheduling of Board public meetings at and in conjunction with certain Municipal Mayor and Town Council public meetings. The Board will continue to take this matter under planning advisement.
  7. The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved itemized budget transfer requests for the Board of Education as listed below:
    - **Instruction: Science Equipment & Supplies – Transfer \$50,000** from “Salaries” and “Fixed Charges” to “Science – Equipment” and “Science Instructional Support Materials.” MSDE recently notified the school system that previously awarded grant funding will be reduced. These funds are necessary to ensure that the Bio Sciences pathway instructional program is in place for the students enrolled in the program.
    - **Administration & Transportation: Equipment - Transfer \$75,000** from “Transportation – Contracted Services” to “Administration Equipment” and “Transportation Equipment.” This transfer will secure new communication, security, and instructional equipment for Transportation and Administration.
    - **Maintenance: Contracted Services and Equipment – Transfer \$20,000** from “Salaries” and “Fixed Charges” to “Maintenance - Contracted Services” and “Maintenance – Equipment” to provide security camera upgrades at several locations. This purchase will serve to enhance the surveillance systems at several schools and is necessary due to limited coverage in some areas.
  8. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved a real property exemption for Catholic Charities Senior Communities – Backbone Housing, Inc. for Fiscal Year 2016.
  9. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved a real property exemption for Fiscal Year 2016 for the following properties owned by Garrett County Community Action Committee:
    - Overlook Early Childhood Education Center
    - Grantsville Senior Center
    - Lot (112 Liberty Street, Oakland, MD)
    - Liberty Street Center
    - Former M&T Bank Building – Kitzmiller, MD
    - Transit Maintenance Facility
  10. The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, appointed Merlin Beitzel to

the Tri County Council for Western Maryland General Council and Jeffrey McCauley and Beverly Sines to the Revolving Loan Committee. Official letters of will be sent to each appointee under the signature of Chairman Edwards outlining the terms of appointment.

11. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, appointed Donald Stemple (3 year term) and Betty Wolford (2 year term) to the Garrett County Government Civil Service Board. Official letters will be sent to each appointee under the signature of Chairman Edwards outlining the terms of appointment.
12. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, appointed Gregan Crawford as secondary appointee representing Garrett County Community Action Committee to the Garrett County Local Emergency Planning Council. An official letter will be sent to Mr. Crawford under the signature of Chairman Edwards outlining the term of appointment.
13. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, appointed Dorothy Walters to the Garrett County Health Planning Council fulfilling the unexpired term of William VanSickle who resigned. An official letter will be sent to Ms. Walters under the signature of Chairman Edwards outlining the term of appointment.

#### **CALL TO ORDER OF PUBLIC SESSION**

#### **PRAYER & PLEDGE OF ALLEGIANCE**

#### **PUBLIC SESSION**

1. Additions/deletions to Public Meeting agenda. Mr. Pagenhardt indicated there were no additions and one deletion to the Public Meeting Agenda for February 23, 2015. The public session scheduled with the Ruth Enlow Library of Garrett County to discuss a funding commitment – New Friendsville Library Branch was cancelled. The Board of County Commissioners, on a motion by Commissioner Hinebaugh which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved the Public Meeting Agenda for February 23, 2015.
2. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved the Public Meeting Minutes for February 2, 2015, Executive Session for February 2, 2015, Administrative Session for February 10, 2015, and Executive Session for February 10, 2015.
3. The Board of County Commissioners released the Deep Creek 2014 – ICF Canoe Slalom World Championships – Final Report. Chairman Edwards, on behalf of the Board, stated the position of the Board including notation that the contribution and appropriation of County funding was a decision that was approved by the previous Board in 2012 and unfortunately due to this decision has left the county with this outstanding debt that will need to be paid. The Final Report will be posted on the County Government website. It was also noted the economic impact report will be published in the summer of 2015.

The Board, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved an accounting closeout of the legal entity Deep Creek 2014 and a budget amendment to transfer unrestricted reserve funds in the amount of \$2,241,000 to cover the final expenditure.

4. Mr. Frank presented and requested adoption of the Garrett County Hazardous Material Plan. The Board, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, officially adopted the Plan as reviewed during Administrative Session and presented for approval on this date.
5. The Purchasing Department presented the following recommendations of award to the Board of County Commissioners:
  - Recommendation of Bid Award – HART for Animals Building Construction Phase 2 (bid #14-1125). The Board, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved an award to Daystar Builders, Inc. for a total bid price of \$328,000.
  - Recommendation of Request for Proposal Award – Private Partner for Construction, Deployment, Operation, and Maintenance of Garrett County Internet Network (RFP #15-013B). The Board, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved a bid award to Declaration Networks Group, Inc. for a total project amount not to exceed \$800,000 for Phase 1 and Phase 2.
6. Cathy Ashby, Director, Ruth Enlow Library of Garrett County appeared in front of the Board of County Commissioners to present the State of the Library System Briefing. Chairman Edwards, Commissioner Hinebaugh, and Commissioner Tichnell expressed their personal appreciation to the Library and their dedicated staff and volunteers.
7. Garrett County Humane Society presented an overview of this organization. The Humane Society is a 501C Non-profit volunteer organization that helps abused, neglected, and homeless animals. The Humane Society presented a Fiscal Year Budget 2016 request for \$5,000 which will be taken under advisement for approval as part of the comprehensive budget review process.
8. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, executed a Resolution on the Designation of Arts and Entertainment Districts – Maryland Smart Growth Program. The same motion also approved a Board letter of support for designation of the Town of Grantsville as a qualified designated arts and entertainment district and the County will provide parallel financial commitment to that of the State of Maryland.
9. Constituent Input and Public Commentary.
  - Commentary was presented by Donald Sincell, Editor of The Republican News and the question was asked on the Post Labor Day School start and an opinion from each Commissioner. Commissioner Tichnell and Commissioner Hinebaugh voiced their opinion of support for this proposed schedule. Chairman Edwards stated that the Board did not make a public statement on this proposal because of differing opinions with

each Commissioner but he was not personally in favor of the Post Labor Day School Start.

- Commentary was received requesting a continuation of funding for the Flowery Vale Senior Center Fitness Center
- Commentary was presented by constituents on natural gas extraction in the Marcellus Shale reserves

10. Carol Riley-Alexander, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the meeting and committee schedule for the forthcoming week.
11. The Board, on motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, adjourned the Public Meeting for this date.
12. The Board of County Commissioners, on a motion by Commissioner Hinebaugh which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, moved into Executive Session in compliance with the Maryland Open Meetings Act under section 10-508 to discuss and meet on economic development and personnel matters. The same motion adjourned the executive session.
13. In compliance with the Maryland Open Meetings Act under section 10-509, a record of the Executive Session for February 2, 2014 is hereby documented on this date, the next open/public meeting of the Board of County Commissioners.

The Board of County Commissioners, on a motion by Commissioner Tichnell which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, moved into Executive Session to review and address financial, personnel, and budgetary matters. There will be no public disclosure of the topics discussed at this time.

14. In compliance with the Maryland Open Meetings Act under section 10-509, a record of the Executive Session for February 10, 2014 is hereby documented on this date, the next open/public meeting of the Board of County Commissioners.

The Board of County Commissioners, on a motion by Commissioner Hinebaugh which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, moved into Executive Session to review and address financial, personnel, and budgetary matters. There will be no public disclosure of the topics discussed at this time.

**Attest:**

**By Order of the Board,**

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R. Lamont Pagenhardt,  
County Administrator

\_\_\_\_\_  
Paul C. Edwards, Chairman  
Board of County Commissioners

\_\_\_\_\_  
Date

## Garrett County, Maryland

Forestry & Parks Revenue Summary

PILOT Program (Sec 5-212)  
 Park Concessions (Sec 5-212.1)  
 Deep Creek NRMA (Sec 5-215)  
 Timber Sales (Sec 5-212)

	2006	2007	2008	2009	2010	2011	2012	2013	2014
PILOT Program (Sec 5-212)	\$257,390	\$266,581	\$262,489	\$240,444	\$0	\$0	\$0	\$0	\$295,635
Park Concessions (Sec 5-212.1)	\$212,661	\$215,141	\$220,320	\$223,204	\$218,249	\$214,811	\$216,168	\$208,439	\$207,521
Deep Creek NRMA (Sec 5-215)	\$350,325	\$321,531	\$190,849	\$138,004	\$72,734	\$93,271	\$24,106	\$97,088	\$38,855
<b>Timber Sales (Sec 5-212)</b>	<b>\$820,376</b>	<b>\$803,253</b>	<b>\$673,658</b>	<b>\$601,651</b>	<b>\$290,983</b>	<b>\$308,082</b>	<b>\$240,274</b>	<b>\$305,526</b>	<b>\$542,011</b>

