

BOARD OF GARRETT COUNTY COMMISSIONERS
ADMINISTRATIVE SESSION
July 26, 2011

IN ATTENDANCE

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

County Administrator R. Lamont Pagenhardt

1. Mr. Pagenhardt reviewed a number of other administrative matters with the Board of County Commissioners.
2. The Board of County Commissioners met with Bonnie Zimmerman, Animal Control Officer, Rodney Glotfelty, County Health Officer, and Brad Frantz, Director Office of Public Safety and Emergency Management (members of the Animal Control Advisory Commission) to brief the Board on the current Animal Control Ordinance and plans to review and amend the provisions if needed. Mr. Pagenhardt indicated that at some point the county attorney will need to be involved. Those in attendance will forward comments to Mr. Pagenhardt and a session with the county attorney will be scheduled.
3. Jay Moyer, General Superintendent, County Roads Department and Jim Hinebaugh, Director, Department of Economic Development (on behalf of John Nelson, Director, Department of Planning and Land Development) briefed the Board of County Commissioners on the proposed Garrett County Government 2012 Project List for the State Highway Administration. The Board determined to present the List as presented to State Highway Administration for discussion and approval at the Secretary's 2011 Annual Tour on October 7, 2011.
4. Department of Financial Services staff presented the Board of County Commissioners with the Department's accounts payable/invoice payment process and procedure. Step-by-step cash disbursements internal control documentation was presented for review and discussion. This documentation included initiation/authorization; processing/recording; and reconciliation and reporting.
5. Mr. Hinebaugh; Wendy Yoder, Director, Department of Financial Services; and Scott Weeks, Assistant Director, Department of Financial Services was in attendance for this session to review financial and operational matters with Adventure Sports Center International (ASCI).
6. Chairman Crawford and Mr. Hinebaugh provided an update on the Deep Creek 2014 Kayak World Championship to be held at ASCI. It was determined that the Host Organizing Committee for the Championship be requested to prepare a business management proposal for presentation and consideration for funding to the Board.
7. The Board of County Commissioners, Mr. Hinebaugh, Ms. Yoder, and Mr. Weeks discussed funding and assignment of the proposed position of events coordinator. Discussion on where

to locate and assign this position (with County Government or the Chamber of Commerce) was undertaken and a meeting will be scheduled for the week of August 7, 2011.

8. Mr. Hinebaugh presented an overview of the draft Garrett County Strategic Plan to the Board of County Commissioners. The Board will place this matter on the Public Meeting Agenda for August 2, 2011 for commentary and then place the Plan on the Department of Economic Development website for additional public examination.
9. Mr. Pagenhardt updated the Board of County Commissioners on a meeting he attended on July 25, 2011 with Bloomington Volunteer Fire Department relative to the Department's expressed interest in assuming ownership of Bloomington Elementary School. The Department has invited the Board and Mr. Pagenhardt to this meeting to further confer about this matter. The Department will be taking a number of issues under advisement prior to deciding to participate in the process for public disposition of the property.
10. Business Visitation – Red Rock Enterprises.

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Gregan T. Crawford, Chairman
Board of County Commissioners

Date