

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**PUBLIC MEETING**  
**April 2, 2018**

**IN ATTENDANCE**

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

**County Administrator Kevin G. Null**

**ADMINISTRATIVE SESSION**

The Administrative Session was opened at 3:00 P.M.

**1. Garrett County Adult Guardianship Review Board – Appointments**

The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, reappointed Stewart Callis, M.D. (Psychiatrist Representative), Thomas Dabney (Attorney Representative), Donna Fost (Volunteer Member) and Karl Schwalm, M.D. (Physician Representative), to the Garrett County Adult Guardianship Review Board for a three-year term. An official letter of appointment will be sent to each individual under the signature of Chairman Edwards.

**2. Garrett County Building Code Board of Appeals - Appointments**

The Board of County Commissioners, on a motion by Chairman Edwards, which was seconded by Commissioner Hinebaugh, and made unanimous by Commissioner Tichnell, appointed Robert Wit (Plumbing Contractor) and reappointed the following members - Doug Devlin (Design Professional), Stephen Gnegy (Homebuilder), Dirk Yoder (General Contractor) and Rob Heilig (Electrical Contractor), to the Garrett County Building Code Board of Appeals for a three-year term. An official letter of appointment will be sent to each individual under the signature of Chairman Edwards.

**3. Catholic Charities Senior Communities – Backbone Housing, Inc. – Request for Fiscal Year 2019 County Property Tax Abatement**

The Board of County Commissioners, on a motion by Chairman Edwards, which was seconded by Commissioner Hinebaugh, and made unanimous by Commissioner Tichnell, approved a real property tax exemption for Catholic Charities Senior Communities – Backbone Housing for Fiscal Year 2019.

**4. Budget Review Schedule**

- ❖ Workshop – May 16, 2018 at 12:30 p.m.
- ❖ Public Presentation of Budget – June 4, 2018 – 5:00 p.m. - CARC – Room 932
- ❖ Adoption of Fiscal Year 2019 Budget – June 19, 2018

**5. Mr. Null reviewed a number of administrative, non-privileged personnel, and managerial matters under his authority and jurisdiction with the Board of County Commissioners.**

The Administrative Session was closed at 3:40 P.M.

**CALL TO ORDER OF PUBLIC SESSION at 4:00 PM**

**PRAYER & PLEDGE OF ALLEGIANCE - Invocation by Commissioner Tichnell**

**PUBLIC SESSION**

1. Mr. Null indicated there were no additions or deletions to the Public Meeting Agenda. 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 April 2, 2018.
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 and Executive Session Minutes of March 5, 2018.
3. Recognition – Garrett County Robotics:
  - ❖ NeXT GEN – Team 3659 FIRST LEGO Team Championship Winner – 2018 – 1<sup>st</sup> Place Champions Award
  - ❖ iLEGO – Team 3665 – 3<sup>RD</sup> Place FLL State Championship – 2018
  - ❖ GaCO – Team 1629 – Winning Alliance Captain and Chairman’s Award Winner

Members of each Team were recognized for their outstanding achievements and presented with a Certificate of Commendation from the Board of Garrett County Commissioners.

4. Proclamation: National Public Health Week – April 2-8, 2018. Robert Stephens, Garrett County Health Officer and members of the Garrett County Health Department staff were presented a Proclamation for National Public Health Week.

**5. 2018 Garrett County Tax Sale Date & Time – Resolution 2018 - 1**

In accordance with the Annotated Code of Maryland - Tax Property - § 14-808, the Board of Garrett County Commissioners set the date and time of the County tax sale to be held on Friday, June 8, 2018 at 10:00 a.m. to be held in the Garrett County Commissioners Public Meeting Room – 203 South Fourth Street – Room 209 – Courthouse – Oakland, Maryland 21550. The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, adopted Resolution # 2018 - 1.

**6. Garrett County Department of Planning & Land Management - Road Name Resolution RN18-2**

JB Churchill, GIS Specialist, Garrett County Department of Planning & Land Management, requested approval of a road name change for Hooker Street to Charles Lane to correct County records to reflect a change the Town of Deer Park, Maryland made in the late 1990’s. This change affects one property owner – the petitioner.

The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved this request and adopted Resolution RN 18-2.

**7. The Garrett County Purchasing Department presented the following recommendations:**

**A. Bid #18-0215 – Appraisal Services – Glendale Road Realignment Project**

Ten (10) Bids were received for this Bid. After reviewing the Bids for compliance with administrative requirements and based on the feedback from the Garrett County Engineering

Department, the Garrett County Purchasing Department recommended awarding the Bid to Treffer Appraisal Group for \$9,925.00.

**B. Bid #18-0222 – Prefabricated Steel Bridge.**

Three (3) Bids were received for this Bid. After reviewing the Bids for compliance with administrative requirements and based on the feedback from the Garrett County Engineering Department, the Garrett County Purchasing Department recommended awarding the Bid to U.S. Bridge for \$48,892.00.

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 Bids as recommended.

8. Garrett Transit Transportation Plan Update – Michael Hill, Director of Garrett Transit provided an update on the transportation plan.
  - ❖ Eleven (11) new buses purchased this year
  - ❖ 39 total vehicles in fleet-29 are transit buses
  - ❖ 32 employees, 23 are drivers
  - ❖ Annual budget \$2,249,954
9. ANNOUNCEMENT:
  - ❖ Outside Agencies will present their Fiscal Year 2019 Budget Requests to the Board of County Commissioners on this date at 5:00 p.m.
10. Public Comments - None
11. The Board of Garrett County Commissioners next scheduled Public Meeting will be Tuesday, April 17, 2018 at 4:00 PM at the Garrett County Courthouse.

**ADJOURNMENT:** The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, adjourned the Public Meeting at 4:45 P.M.

**Attest:**

**By Order of the Board,**

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**KEVIN G. NULL**  
County Administrator

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**PAUL C. EDWARDS**, Chairman  
Board of County Commissioners