

**BOARD OF GARRETT COUNTY COMMISSIONERS**  
**PUBLIC MEETING**  
**NOVEMBER 30, 2004**

**IN ATTENDANCE**

*Chairman Ernest J. Gregg*  
*Commissioner David C. Beard*  
*Commissioner Frederick A. Holliday*

*County Administrator R. Lamont Pagenhardt*

**CALL TO ORDER OF PUBLIC SESSION**

**PRAYER & PLEDGE OF ALLEGIANCE**

**PUBLIC SESSION**

1. Additions/deletions to Public Meeting Agenda. Mr. Pagenhardt indicated that there were no additions or deletions to the Public Meeting of November 30, 2004.
2. Minutes of the Public Meeting of November 23, 2004 were read and approved on a motion by Commissioner Beard which was seconded by Commissioner Holliday, and made unanimous by Chairman Gregg.
3. The Board of County Commissioners conducted the Department Head Staff meeting. Representatives from the following departments, offices, and agencies were in attendance:
  - a) Department of Planning and Zoning
  - b) Department of Social Services
  - c) Department of Financial Services
  - d) Garrett County Extension Service
  - e) Department of Public Utilities
  - f) Garrett County Community Action Committee
  - g) Garrett County Health Department
  - h) Garrett College
  - i) Department of Economic Development
  - j) Department of General Services
  - k) Department of Emergency Management
  - l) Garrett County Roads Department
  - m) Ruth Enlow Library of Garrett County
  - n) Dove Center
  - o) Office of the State's Attorney

4. The Board of County Commissioners met with staff personnel from the Department of General Services – Division of Solid Waste and Recycling. A recycling status update was presented by Kimberly Madigan, County Recycling Coordinator that included:
  - a) Status of the construction of the proposed recycling facility at the Garrett County Landfill.
  - b) Review of Fiscal Year 2005 Recycling Budget, which is part of the Division's comprehensive financial budget and planned public awareness activities.
  - c) Presentation of recyclable tonnage submitted by all Maryland counties for calendar year 2003 prepared by the Maryland Department of the Environment and segregated by commodity materials.
  - d) Status of the Garrett County Solid Waste Master Plan which is being reviewed by the Maryland Department of the Environment prior to a submittal to the Board of County Commissioners for final approval and adoption.
  
5. Carol Riley, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the meeting and committee schedule for the forthcoming week.

#### **ADMINISTRATIVE SESSION**

1. Mr. Pagenhardt reviewed a number of correspondences and communications with the Board of County Commissioners.
  
2. Wendy Yoder, Director, Department of Financial Services reviewed the following issues with the Board of County Commissioners:
  - a) Fiscal Year 2004 undesignated/unreserved fund balance and proprietary fund for the Department of Solid Waste and Recycling. Ms. Yoder requested that the Board directs carryover funds to specific line items committed by the Board but not budgeted in Fiscal Year 2005. The Board of County Commissioners, on a motion by Commissioner Holliday, which was seconded by Commissioner Beard, and made unanimous by Chairman Gregg, approved the requests for carryover funds as recommended. Commissioner Holliday entered a motion to restrict \$1,500,000 of the Fiscal Year 2004 carryover funds for the Garrett County Exhibit/Trade Center, which was seconded by Chairman Gregg, and made unanimous by Commissioner Beard.
  - b) Projections of planned capital projects and the fund balance estimate to cover the payment of these major capital expenditures.
  - c) Examples of general fund appropriations to sanitary district debt service payments in lieu of ad valorem tax.

3. The Board of County Commissioners discussed the consolidation of countywide permitting functions and responsibilities with staff from the Department of Planning and Zoning, and Roads Department. Also in attendance for this session were staff and board members from the Soil Conservation District. The primary issue was a consolidation of personnel in County departments and agencies that provide permitting and inspection services. A final organizational report will be prepared by Mr. Pagenhardt and presented to the Board of County Commissioners for final approval.

**ADJOURNMENT**

**Attest:**

**By Order of the Board,**

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R. Lamont Pagenhardt,  
County Administrator

\_\_\_\_\_  
Ernest J. Gregg, Chairman  
Board of County Commissioners

\_\_\_\_\_  
Date