

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
April 1, 2008

IN ATTENDANCE

Chairman Dennis G. Glotfelty
Commissioner Ernest J. Gregg
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 Agenda for April 1, 2008. Mr. Pagenhardt noted several matters to be discussed during administrative session on this date.
2. Minutes the Public Meeting of March 25, 2008 were read and approved on a motion by Commissioner Holliday, which was seconded by Commissioner Gregg, and made unanimous by Chairman Glotfelty.
3. Members of the Garrett County Forestry Board presented the Board of County Commissioners with a Proclamation executed by Governor Martin O'Malley designating "April 2, 2008 as Arbor Day in Maryland".
4. Bradley Frantz, Director, Department of Public Safety and Emergency Management briefed the Board of County Commissioners on the following matters:
 - a) Emergency Services Board meeting schedule.
 - b) Emergency Number Systems Board meeting update.
 - c) Public Safety in Schools meeting is scheduled as part of the April Traffic Advisory Committee.
 - d) Other meeting dates the Department is involved with.
 - e) Emergency Services Club at Southern Garrett High School has been created and 15 to 20 students are involved at this time. This club will hopefully expand to Northern Garrett High School to promote volunteer fire and rescue service participation.
 - f) Status of final agreement on the Memorandums of Understanding with Northern Garrett Rescue Association and Southern Garrett Rescue Association.
 - g) Other departmental matters.

5. Health Officer Rodney Glotfelty briefed the Board of County Commissioners on the following matters:
 - a) Presentation on Maryland Women, Infants, and Children Nutrition Program (WIC). Health Department staff Carol Bass was in attendance for this session and provided an overview of program guidelines and criteria.
 - b) Other departmental matters.
6. The Purchasing Department presented the following recommendations of bid award to the Board of County Commissioners:
 - a) Recommendations for Request for Proposal Award for Group Health Insurance Medical, Prescription, Dental, and Vision Coverage (RPP #08-0212). Representatives from CBIZ, Health Care Consultant were in attendance to explain the recommendation of award. The Board, on a motion by Commissioner Gregg, which was seconded by Commissioner Holliday, and made unanimous by Chairman Glotfelty, awarded bids to CareFirst Blue Cross Blue Shield for medical and prescription, Delta Dental for dental care, and National Vision Administration for vision care.
 - b) Recommendation for Request for Proposal Award for Architectural/Engineering Services – Garrett County Public Works Office Building (RFP #08-0220). The Board, on a motion by Commissioner Holliday, which was seconded by Commissioner Gregg, and made unanimous by Chairman Glotfelty, awarded bids to Proffitt & Associates Architects for \$186,364.00
 - c) Recommendation of Bid Award for Air Conditioning Unit Replacements (Bid #08-0228AC). The Board, on a motion by Commissioner Gregg, which was seconded by Commissioner Holliday, and made unanimous by Chairman Glotfelty, awarded bids to Ray C. Lapp for \$7,519 for Location #1 - Roger P. Glotfelty, Sr. Building and \$6,797 Location #2 - Board of Elections Building for a total of \$14,316.00.
 - d) Recommendation of Bid Award for Ballistic Resistant Vests (Bid #08-0124V). The Board, on a motion by Commissioner Gregg, which was seconded by Commissioner Holliday, and made unanimous by Chairman Glotfelty, awarded bids to Source One Distributors, Inc. for a total bid price of \$34,031.30 (ten (10) vests at \$3,403.30 per unit).
7. Mr. Pagenhardt and Brian Bowers, Purchasing Agent presented the Board of County Commissioners with requested vehicles for Fiscal Year 2009 Budget. This list was presented due to the fact that if the Board determines to purchase vehicles from the State of Maryland Contract a letter of intent needs to final by April 4, 2008. The Board, during Administrative Session, agreed to submit a letter of intent with a modification to the list of requested vehicles reviewed earlier.
8. Public Commentary. None on this date.

9. Carol Riley, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the meeting and committee schedule for the forthcoming week.
10. On March 11, 2008 the Board of County Commissioners conducted a Public Hearing to receive public comments on a proposal to amend the Deep Creek Watershed Zoning Ordinance. On that date the Board determined to hold the public commentary period open for a two (2) week period. On this date the Board, on a motion by Commissioner Gregg, which was seconded by Chairman Glotfelty, and made unanimous by Commissioner Holliday, approved amendments as listed as Attachment 1 to these public meeting minutes. The same motion approved the execution of a Resolution documenting said amendments.

ADMINISTRATIVE SESSION

1. Mr. Pagenhardt reviewed a number of correspondences and communications with the Board of County Commissioners.
2. The Board of County Commissioners, on a motion by Commissioner Gregg, which was seconded by Commissioner Holliday, and made unanimous by Chairman Glotfelty, appointed Dr. Walter Naumann (consumer) to the Garrett County Health Planning Council. Official letter of appointment will be sent to Dr. Naumann under that signature of Chairman Glotfelty.
3. The Board of County Commissioners, on a motion by Commissioner Holliday, which was seconded by Commissioner Gregg, and made unanimous by Chairman Glotfelty, re-appointed Les McDaniel and Glenn Tolbert to the Garrett County Mental Health Advisory Committee. The same motion appointed Patricia Schrock and David Eddington to the Committee. The Board also noted the resignation of Joyce Fitzwater. Official letters of appointment will be sent to all appointees under the signature of Chairman Glotfelty.

ADJOURNMENT

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Dennis G. Glotfelty, Chairman
Board of County Commissioners

Date

ATTACHMENT 1
DEEP CREEK WATERSHED ZONING AMENDMENT
Adopted April 1, 2008

Hotel/Motel: Definition and Parking Standards

Amend Section 201(31) of The Deep Creek Watershed Zoning Ordinance to provide a more detailed definition for Hotel/Motel and Section 600E.7 to modify parking standards for hotels and motels as follows:

1. Section 201(31) Hotel or Motel – Regardless how owned or titled, a “hotel or motel” is a building or group of buildings which shall:
 - a) Be operated exclusively as a place of temporary lodging for transient guests who rent rooms or suites on a daily basis for not more than thirty (30) consecutive days.
 - b) Be open to the public generally rather than to a limited group.
 - c) Contain a public lobby and guest registration office with guest rooms and/or suites.
 - d) Provide daily on-site management, guest registration personnel, daily maid service and maintenance to all guest rooms and suites.
 - e) Not have separate lockout rooms within the lodging space of any guest rooms or suites approved by Garrett County.
 - f) Not have individual water and sewer connections metered separately to individual guest rooms or suites.
 - g) Maintain a sign with the name of the hotel or motel on the outside of the property prominently displayed.
 - h) Maintain records for all guest rooms and suites, for at least the most recent two years, including names and addresses of the principal registered guests and term of stay.
 - i) Contain sleeping accommodations and not more than two bathrooms and except as provided for in subsections (1) and (2) of this paragraph below, may contain a kitchenette consisting of a single bowl sink, refrigerator, up to an 18-inch dishwasher, countertop and cabinetry and may contain a microwave oven, but no other cooking facilities. The maximum size of any guest room or suite shall not exceed 1500 sq. ft.
 - (1) At the time of application for the initial zoning permit, the developer of any property applying for a zoning permit to construct a hotel or motel may provide plans for any rooms or suites that are intended to include complete kitchens (i.e. facilities beyond those described for kitchenettes above). If any rooms or suites in a hotel or motel facility include complete kitchens then the developer must comply with the additional requirements outlined in subsection (2) below.
 - (2) Comply with a minimum lot or land area requirement of 4,800 sq. ft. per room or suite if a complete kitchen is provided. The number of rooms or suites allowed in a hotel or motel with a complete kitchen will be calculated by dividing the total land area of the lot by 4,800 sq. ft.
 - j) Not be constructed to include any building or structure defined as a multiple family dwelling under this ordinance for the purpose of calculating minimum land area and off-street parking per room or suite. In the case of mixed uses, the required minimum lot area and parking requirements shall equal the sum of the requirements of the various uses computed separately.
2. Section 600E.7 – Required Off-Road parking spaces

Hotels or Motels – One off-road parking space required for each room or suite having one bedroom plus one-half off-road parking space required for each additional bedroom.
Plus one off-road parking space required for each full-time employee on the largest shift.