

BOARD OF GARRETT COUNTY COMMISSIONERS
ADMINISTRATIVE SESSION
April 19, 2012

IN ATTENDANCE

Chairman James M. Raley

Commissioner Gregan T. Crawford

Commissioner Robert G. Gatto

R. Lamont Pagenhardt, County Administrator

Gorman E. Getty, III, County Attorney

(in attendance for session 1, 2 and 3)

1. The Board of County Commissioners reviewed a request from the State of Maryland Department of Natural Resources (DNR) to approve the acquisition of development easements for the following parcels of land. John Nelson, Director, Department of Planning and Land Development was in attendance for this session.
 - a) Hughes Property (234.32 acres abutting Savage River State Forest)
 - b) Owens Property (117.90 acres abutting Savage River State Forest)
 - c) Mountain Maryland Mineral Property (281.50 acres abutting Potomac State Forest) - No action of approval needed at this time and negotiations on purchase will be taken under advisement

The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the acquisition of the development easements for a) and b). Mr. Nelson will notify DNR of this approval by the Board.

2. Pursuant to the April 17, 2012 Public Meeting Session request by David Keffer, the Board of County Commissioners reviewed this request that Glendale Road be excluded from the Thayerville Water System Project. Linda Lindsey, Director, Department of Public Utilities and other Department staff were in attendance for this session. A letter from Mr. Keffer dated April 18, 2012 and a Thayerville Water Project Sequence of Events Report were read. The Board agreed that all project requirements have been met and no amendments will be approved. Mr. Keffer will be notified of this decision.
3. The Board of County Commissioners met with Cindy Stacy to discuss contractual public relations and media issues. Ms. Stacy is a freelance writer with experience in writing, public and media relations, and marketing projects. Ms. Stacy was asked to present a proposal of cost for consideration.
4. The Board of County Commissioners met with Wendy Yoder, Director and Scott Weeks, Assistant Director, Department of Financial Services to address and review the following financial and budgetary matters:
 - a) Discussion and review of historical and projected full time enrollment and wealth related State funding for the Garrett County Public School System.

- b) Determination by the Board to conduct the Fiscal Year 2013 Constant Yield Hearing on May 15, 2012 at Garrett College. The Board had previously approved scheduling a budget review session on that date but the date will now meet the requirements of the Constant Yield Public Hearing. As part of the public hearing the proposed real property tax must be stated. The Board will decide a proposed real property tax rate for Tax Year 2012-2013 to be included in the Constant Yield Public Notice. This rate can be adjusted and finalized as part of the final budget adjustment.
 - c) Discussion on assigning and transferring general custodial work at the Visitor's Center to the Garrett County Chamber of Commerce. The Board agreed to the transfer and Mr. Pagenhardt will correspond with the Chamber on this determination.
 - d) Request by the Information Technology Department to approve funding of \$5,000 to complete required upgrades to the Court House security system. The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved this funding from contingency funds.
5. Mr. Pagenhardt presented a recommendation of appointment of Andrew Sauder as Software Developer with the Department of Information Technology. Mr. Sauder has been a contractual employee of the Department. Nathaniel Watkins, Director, IT Department was in attendance for this session. The Board, on a motion by Commissioner Crawford, which was seconded by Commissioner Gatto, and made unanimous by Chairman Raley, approved the appointment. An official letter of appointment under the signature of Mr. Pagenhardt will be sent to Mr. Sauder outlining the terms and conditions of employment.
6. Mr. Pagenhardt reviewed a number of other administrative and personnel issues with the Board.

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

James M. Raley, Chairman
Board of County Commissioners

Date