

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
December 18, 2012

IN ATTENDANCE

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

County Administrator R. Lamont Pagenhardt

ADMINISTRATIVE SESSION

1. Mr. Pagenhardt reviewed a number of administrative and managerial matters under his authority and jurisdiction with the Board of County Commissioners.
2. The Board of County Commissioners met with Garrett Lakes Arts Festival, represented by Mary Callis, Executive Director and Rob Michael, Board Member, to discuss a proposal for Garrett County's Kick Off to Summer Concert, tentatively scheduled for June 8, 2013. This proposal included front funding for the event (to be called an annual or signature event). The Board will take this matter under advisement and any decision will be determined to be a special promotion within the County Budget.
3. The Board of County Commissioners met with Wendy Yoder, Director, Department of Financial Services and Scott Weeks, Assistant Director, Department of Financial Services to discuss final Fiscal Year 2012 financial and final audit matters. The Board approved a final designation of unassigned fund balance transfers and restricted accounts. (Financial report is attached to these minutes as Exhibit 1).
4. Robert Hoffmann, Troy Ellington, and Morgan France, representing the Deep Creek Lake Property Owners' Association, requested time with the Board of County Commissioners to discuss the creation and appointment of a Deep Creek Lake Task Force and long term planning options. The Board will take this matter under advisory. (Point Paper Regarding Deep Creek Lake Watershed Management Plan is attached to these minutes as Exhibit 2).
5. Mr. Pagenhardt reviewed the following matters with the Board of County Commissioners:
 - a) Deep Creek Lake Shoreline Stabilization Policy that was previously on the public meeting agenda (November 20, 2012) and deferred for further deliberation and discussion. This matter will be under further review.
 - b) Membership on the Garrett County Marcellus Shale Natural Gas Advisory Committee.
 - c) Other informational and administrative matters.

PUBLIC SESSION

Effective at the commencement of this Public Meeting, Commissioner Gatto will serve and preside as Chairman of the Board of County Commissioners for a 1 year period.

CALL TO ORDER OF PUBLIC SESSION

PRAYER & PLEDGE OF ALLEGIANCE

1. Additions/deletions to public meeting agenda. Mr. Pagenhardt indicated there was one addition and no deletions to the Public Meeting Agenda for December 18, 2012. The Board will present information on an Agreement between the Maryland Department of the Environment – Water Management Administration and the Board of County Commissioners which authorizes the State of Maryland to perform groundwater investigations. The Board of County Commissioners, on a motion by Commissioner Crawford, which was seconded by Commissioner Raley, and made unanimous by Chairman Gatto, approved the Public Meeting Agenda for December 18, 2012.
2. The Board of County Commissioners, on a motion by Chairman Gatto, which was seconded by Commissioner Raley, and made unanimous by Commissioner Crawford, approved the Public Meeting Minutes for December 4, 2012.
3. The Board of County Commissioners provided an update on boards, commissions, and committees dates.
4. The Board of County Commissioners announced that an Agreement between the Maryland Department of the Environment (MDE) – Water Management Administration and the Board of County Commissioners had been executed by the Board and sent to MDE for final approval which authorizes the State of Maryland to perform groundwater investigations. The Board will contribute \$31,900 to the project which is a partnership with the US Geological Services.
5. The Board of County Commissioners, on a motion by Commissioner Raley, which was seconded by Commissioner Crawford, and made unanimous by Chairman Gatto, approved a recommendation of award – Request for Proposals – Banking and Depository Services (RFP #12-1120) to Susquehanna Bank for a period commencing on January 1, 2013 through December 31, 2015. The contract is based on a Compensating Balance Method with a \$0 target balance and a variable interest rate of .55% with a .55% guaranteed floor.
6. The Board of County Commissioners and the following persons provided a 2013 Season in Review for the Adventure Sports Center International (ASCI): Michael Logsdon, Acting Executive Director, ASCI; Joe Schroyer, Operations Manager, ASCI; Wendy Yoder, Director, Department of Financial Services; Scott Weeks, Assistant Director, Department of Financial Services; and Richard MacLennan, President, Garrett College.
 - a) Mr. Logsdon presented a power point overview of ASCI. The presentation included a “Look Back on a Season of Success” and a thank you to local businesses, other agencies, citizens, employees, and patrons. Strategic planning priorities are education, ASCI facilities, business growth, strategic alliances, community service, business sustainability, and conservation of resources.
 - b) Mr. Weeks reviewed financial information to include change in accounting fiscal year date, net income, debt obligation due to the County, and other information.

Todd Copley, Executive Director, Deep Creek 2014 was introduced to those in attendance.

7. Habitat for Humanity updated the Board of County Commissioners on the following issues:
 - a) Building program
 - b) Plans to celebrate their 70th home in 30 years
 - c) Discussion on short and long range building plans.

8. Carol Riley-Alexander, Executive Assistant to the Board of County Commissioners and County Administrator, reviewed the Board's meeting and committee schedule for the forthcoming weeks.

9. Public Commentary.

Commentary was presented by Eric Robison relative to draft legislation on wind generation regulations that was proposed by the Board of County Commissioners and presented to the Delegation for consideration during the 2013 Legislative Session of the Maryland General Assembly. Also, request to revisit the ridge top sensitive protection and land use management ordinance adoption.

Richard Helbig presented his opinion on regulations and legislation.

10. The Board of County Commissioners, on a motion by Commissioner Raley, which was seconded by Chairman Gatto, and made unanimous by Commissioner Crawford, appointed William DeVore, Department of Planning and Land Development, Zoning Administrator to the Youghiogheny River Advisory Board. An official letter of appointment outlining the terms of this appointment will be sent to Mr. DeVore under the signature of Chairman Gatto.
11. The following appointees were made to Board of Governors of Garrett County Memorial Hospital. Official letters of appointment will be sent to each appointee under the signature of the Commissioner making the nomination.
 - a) Chairman Gatto – appointed Elizabeth Spiker
 - b) Commissioner Crawford – appointed Francis Gnegy
 - c) Commissioner Raley – appointed Matthew Paugh
12. The Board of County Commissioners, on a motion by Commissioner Raley, which was seconded by Commissioner Crawford, and made unanimous by Chairman Gatto, appointed Jon Wynn to the Board of Directors of Garrett County Community Action Committee, Inc. An official letter of appointment outlining the terms of this appointment will be sent to Mr. Wynn under the signature of Chairman Gatto.
13. The Board of County Commissioners, on a motion by Commissioner Raley, which was seconded by Chairman Gatto, and made unanimous by Commissioner Crawford, appointed the following person to the Garrett County Emergency Services Board. Official letters of appointment outlining the terms of this appointment will be sent to each appointee under the signature of Chairman Gatto.
 - a) Lou Battistella, Member at Large (re-appointment)
 - b) Edward McLellan, Member at Large (re-appointment)
 - c) George (Sonny) Vincent, Member at Large (re-appointment)
 - d) Paul Harman, Northern Garrett Rescue Squad

14. The following executive decision on December 7, 2012 by the Board of County Commissioners is hereby noted in these public meeting minutes. The Board concurred with a recommendation of appointment of Steven Bennett as Laborer with the County Roads Department. An employee retirement notice was provided to Mr. Pagenhardt which allowed for an additional appointment to be approved. The Board had approved the appointment of 5 other employees on November 28, 2012 and orientation for these employees is set for December 17, 2012. It was the recommendation of Mr. Pagenhardt that Mr. Bennett be appointed and included in this new orientation session. The Board agreed and therefore the appointment was finalized.

Attest:

By Order of the Board,

R. Lamont Pagenhardt,
County Administrator

Robert G. Gatto, Chairman
Board of County Commissioners

Date

Garrett County Commissioners

Fund Balance

June 30, 2012 (Audited)

Fiscal Year 2012 Fund Balance

Total Fiscal Year 2011 Fund Balance	\$ 23,522,975
Deficit (Expenditures over Revenue) June 30, 2012	(3,969,702)
Total Fiscal Year 2012 Fund Balance	<u>\$ 19,553,273</u>

Fiscal Year 2012 Fund Balance Breakdown

Nonspendable Fund Balance - Inventory	\$ 832,169
Nonspendable - Prepaid Expense	189,669
Nonspendable - Notes Receivable	1,150,000
Restricted Fund Balance - Agricultural Preservation	96,964
Restricted Fund Balance - Federal Narcotics Task Force	30,949
Restricted - Self Funded Health Care	3,342,261
Assigned Fund Balance - Self Funded Health Care	1,525,301
Assigned Fund Balance - Carryovers from FY12	4,435,333
Assigned Fund Balance - Additional Items for Subsequent Year's Budget	3,239,580
Assigned Fund Balance -Subsequent Year's Budget	1,200,000
Unassigned Fund Balance - 5% of Operating Revenues (per County Policy)	3,465,000
Unassigned Fund Balance	46,048
Total Fiscal Year 2012 Fund Balance	<u>\$ 19,553,273</u>

Carryovers From Fiscal Year 2012 to Fiscal Year 2013

Operating Accounts

Water & Sewer Master Plan	\$ 100,000
Deep Creek Lake Sediment Study Phase II	\$ 94,955
After School Program (Remaining FY12 Funds)	\$ 22,964
Economic Development Operating & Small Equipment/Projects	\$ 62,000
Information Technologies Small Equipment/Projects	\$ 7,500
Facilities & Maintenance Small Equipment/Projects	\$ 210,110
Roads Special Projects (Savage River Road Slide)	\$ 250,000
Roads Radio Upgrade Project	\$ 245,000
Roads Security Gate	\$ 35,000
Fair Ground Building/Exhibit Hall	\$ 1,274

Capital Accounts

Jasper Riley Road Bridge	\$ 22,000
Roads Power Broom	\$ 46,000
Board of Education - Furniture	\$ 3,882
Garrett College - Community Athletic Recreation Center	\$ 1,034,334

Capital Projects Fund

* Glendale Road Realignment project	\$ 489,970
* Accident Friendsville Bridge	\$ 89,200
* Swallow Falls Bridge	\$ 391,026
* Bayard Corona Bridge	\$ 118,762
* McHenry Business Park	\$ 72,946
* Cherry Glade Access Road (to Phase II)	\$ 89,459
* CTTC Phase II project	\$ 720
* Keyser's Ridge Water	\$ 1,048,231

Total Carryovers **\$ 4,435,333**

* Projects listed are County share (net of any grant revenue).

Additional Assigned Items for Subsequent Year's Budget

Road's Union Workers' Increases	\$ 185,188
Road's Plow Trucks	900,000
McHenry Business Park (Additional local share required)	195,392
Ruth Enlow Library Oakland Improvements Request	24,000
Garrett College - Experiential Learning Camps	155,000
Deep Creek 2014	30,000
Capital Projects Fund	1,750,000
Total Additional Assigned Items	<u>\$ 3,239,580</u>

EXHIBIT 2

Point Paper Regarding Deep Creek Lake Watershed Management Plan

Premise: Serious issues exist regarding the balanced use of the waters of Deep Creek Lake and they should be addressed in the form of a Watershed Management Plan. Currently, there is a lack of consensus as to what issues should be addressed and how.

1. Under the leadership of the Garrett County Commissioners, a Working Group should be established of citizens and government representatives that would be empowered to draft a Management Plan for Deep Creek Lake. Representatives could come from the Chamber of Commerce, Friends of Deep Creek Lake, Deep Creek Lake Property Owners Association, Inc., Town of Friendsville, Brookfield Power, Whitewater Rafters, Office of the County Commissioners as well as the Office of Planning and Zoning, Maryland Department of the Environment, Department of Natural Resources, and anyone else deemed appropriate by the Commissioners.
2. Checks and balances must be established to insure that no outside influence will be used to change the Management Plan once it is completed. (Lobby groups or Political Offices)
3. Working Group members must agree to a collaborative approach in a professional manner realizing no one group will achieve 100% of what they desire/advocate. The overriding principle must be what is the best balance for the use of the waters of DCL as a resource for all. Representatives may be removed from the Working Group if they fail to abide by the rules established for good order and professional decorum.
4. Once the Working Group is formed, the first task would be to decide what issues will be addressed by the Working Group in the plan.
5. Issues will be addressed using good science and reliable facts to the greatest degree possible.
6. Individuals with issue based knowledge could be called to speak to the Working Group at specific sessions voluntarily to share their knowledge for the benefit of the entire Working Group.
7. It is hoped that the process itself will bring about some degree of consensus as to what are the most important issues and how they can be addressed. A key purpose of the Working Group is to develop a management plan based upon good science that will afford a predictive model of the availability of water for the maximum benefit of all those who enjoy it.