

BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING
October 2, 2017

IN ATTENDANCE

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

County Administrator Kevin G. Null

CALL TO ORDER OF PUBLIC SESSION at 4:00 PM

PRAYER & PLEDGE OF ALLEGIANCE - Invocation by Pastor Kroll.

PUBLIC SESSION

1. Mr. Null indicated that the Board did not meet in Administrative Session and those items would be handled during the Public Meeting. In addition, there was two (2) additions to the Public Meeting Agenda. A Proclamation for *I Can Swim* Month and a Resolution designating the Tri-County Council for Western Maryland as the designated agency to apply for and accept grant funds to construct a fiber network.

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, with additions, for October 2, 2017.

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 of September 19, 2017.
3. Proclamations:
 - ❖ Breast Cancer Awareness Month – October 2017
 - ❖ Domestic Violence Awareness Month – October 2017
 - ❖ I Can Swim Month – October 2017

4. Garrett County Commission for Women. Request for approval for the Garrett County Commission for Women to update their By-Laws and Guiding Principles (proposed revised By-Laws attached as Exhibit 1). Changes to the By-Laws include evaluating committees, the residency requirement, and updating the membership replacement policy.

The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved this request. An official letter of approval will be mailed to the Garrett County Commission for Women under the signature of Chairman Edwards.

5. Request by the Swanton Community Center, Inc. to be granted a property tax credit as authorized by Section 9-313 of the Annotated Code of Maryland for the period of July 1, 2017 - June 30, 2018. The Board of County Commissioners, on a motion by Commissioner Tichnell and seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards approved the request.

6. Ruth Enlow Library of Garrett County. The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, appointed Fred Fox to the Ruth Enlow Library of Garrett County Board of Trustees fulfilling the unexpired term of Wendy Sharpless who resigned. An official letter will be sent to Mr. Fox under the signature of Chairman Edward outlining the terms of appointment.
7. The Garrett County Purchasing Department presented the following recommendations of RFP and Bid Awards to the Board of County Commissioners.

RFP Awards:

- A. Engineering Services – Bloomington Water Treatment Plant Replacement Project # 17-0815B. Seven (7) bids were received. The Purchasing Department recommended awarding the contract to WATEK Engineering Corporation in the amount of \$93,700.
- B. Engineering Services – Friendsville Wastewater Treatment Plant Equalization Tank Replacement Project # 17-081F. Seven (7) bids were received. The Purchasing Department recommended awarding the contract to the EADS Group in the amount of \$51,470.00.

The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved both RFP Awards as recommended.

Bid Awards:

- A. Winter Abrasives & Road Salt #17-0921WA. Eleven (11) Bids were received. The Purchasing Department recommended awarding contracts to eleven (11) vendors. The Garrett County Public Works – Roads Division will determine the quarry based upon the garage location, hauling costs, and availability. Specifics of the award for type of service and vendor are on file with the Purchasing Department.
- B. Contractual Snow Removal Services #17-0921 SR. The Bids are to provide as-needed snow removal services for ten (10) locations maintained by the County and four (4) locations for the Garrett County Public Works - Roads Division. The Purchasing Department recommended awarding the contract to DBK Snow Removal, Georges Creek Stone and Gravel, and Here to Help, LLC. Specifics of the award for type of service and vendor are on file with the Purchasing Department.

The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved both Bid Awards as recommended.

8. The Board of County Commissioners recognized the 31st Garrett County Most Beautiful Person 2017 and each of the nominees. Each nominee was introduced and a brief biography was read by Jim Shaffer, member of the Garrett County's Most Beautiful Person Committee. The five (5) nominees included: William Lohr, the Oakland Mountain Lake Park Lions Club, Hilda Maust, and Daniel Clark. The 2017 Most Beautiful Person(s) for 2017 was Brian & Crystal Boal. Senator George Edwards and Delegate Wendell Beitzel were in attendance and presented Resolutions to Mr. and Ms. Boal on behalf of the Maryland State Senate and Maryland House of Delegates.
9. Resolution: Maryland Community Development Block Grant Program. Approval of Resolution authorizing the submittal of the application for Community Development Block Grant funding in the amount of two hundred fifty thousand dollars (\$250,000) to assist with the construction of the Bloomington Water Treatment Plant to primarily benefit low income households.

The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved and executed the Resolution.

10. The Board of County Commissioners designated the Tri-County Council for Western Maryland, Inc. by Resolution 2017 - 8 as the designated agency, endorsing, and supporting the Council's grant application to the Maryland Department of Commerce for a Maryland Economic Development Assistance Authority and Fund (MEDAAF) Grant in the amount of Two Hundred Forty Two Thousand Dollars (\$242,000) to fund a capital improvement project for the purpose of expanding a fiber network to increase economic opportunities in Garrett County and Allegany County, Maryland.

The Board of County Commissioners, on a motion by Commissioner Tichnell and seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards executed the Resolution.

11. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, closed the Public Meeting at 4:45 P.M. and opened the Public Hearings on the Garrett County 2017 Land Presentation, Parks, and Recreation Plan and the Maryland Community Development Block Grant Review & Comment for Program Homeless Initiative.

12. **PUBLIC HEARING:** Garrett County Department of Planning & Land Development. The Board of Garrett County Commissioners conducted a Public Hearing to review a proposal by the Garrett County Planning Commission to adopt the Garrett County 2017 Land Presentation, Parks, and Recreation Plan. No public comments were received. Public comments will be accepted until October 17, 2017.

13. **PUBLIC HEARING:** Maryland Department of Housing and Community Development. The Board of Garrett County Commissioners conducted a Public Hearing to hear and review a plan to submit an application for Community Development Block Grant funds for a homeless initiative. Public comments were positive.

14. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, closed the Public Hearing at 5:03 P.M. and reopened the Public Meeting.

12. Garrett Trails Executive Director Ashlee Boyd and President Steve Green presented the Board of County Commissioners with an organizational update.

13. Public Commentary: None

14. The Board of Garrett County Commissioners next scheduled Public Meeting will be Tuesday, October 17, 2017 at 6:00 PM at the Bittering Fire Hall.

ADJOURNMENT: The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, adjourned the Public Meeting at 5:28 P.M.

Attest:

Kevin G. Null,
County Administrator

By Order of the Board,

Paul C. Edwards, Chairman
Board of County Commissioners

ByLaws of the

The Garrett County Commission for Women

Article I -- *Name*

The name of this organization shall be "The Garrett County Commission for Women."

Article II -- *Mission*

The mission of this organization shall be to promote a positive image of women, promote awareness of issues affecting women, and facilitate the dissemination of information affecting women that will assist them in attaining the best possible quality of life.

Article III -- *Membership*

Section 1. Membership shall be composed of a minimum of twelve persons, but not to exceed fifteen persons, over the age of eighteen and who maintain primary residency in Garrett County, appointed by the Garrett County Commissioners. The Commission for Women will submit a list of recommended candidates who have been voted upon by a quorum of the current members to the Commissioners whenever a vacancy exists. The Garrett County Commissioners have the discretion to appoint five of the Commission for Women members.

Section 2. Term of office will be three years, except that the term of the Charter members will vary so that 1/3 of the members are replaced each year.

Section 3. Any person who misses three meetings during the year may be replaced by a majority vote of the members in attendance.

Section 4. In the event of a vacancy, either by resignation or dismissal, the Garrett County Commission for Women shall recommend a new candidate to the Garrett County Commissioners. The recommended candidate must be voted upon by a quorum of the current members. The new member shall fulfill the remainder of the term of the resigning member if there is not less than 6 months left in the resigning member's term. If there is less than 6 months remaining in the term of the resigning member, then the new member shall commence their own first term on the Commission.

Section 5. Any member desiring to resign from the Commission must do so in writing to the Chair of the Garrett County Commission for Women and the Garrett County Commissioners. The resignation shall be acknowledged in writing by the Commission secretary.

Section 6. A member may not serve more than two (2) consecutive full terms. This shall not include time served fulfilling a former member's term. After serving two (2) full consecutive terms, no individual may seek a reappointment until a full three (3) year term has passed.

Article IV -- *Officers and Elections*

Section 1. The elected officers of the Commission shall be Chairperson, Vice-Chairperson, Secretary, and Treasurer.

Section 2. The nominating committee shall submit names to the general body for election to office. All officers shall be elected by ballot for the term of one year.

Section 3. Election of officers shall be held at the August meeting.

Section 4. A vacancy occurring in an office shall be filled by the Chairperson for the balance of the unexpired term.

Section 5. The term of an officer may be extended if circumstances deem it to be necessary.

Article V -- *Duties of Officers*

Section 1. The Chairperson shall preside at all meetings of the Commission and have general supervision of the work of the Commission. She shall be an ex-officio member of all committees except the nomination committee. In the event the Chairperson is unable to preside at a meeting, the Vice Chair or an appointee will preside.

Section 2. The Vice-Chairperson shall perform the duties of the Chairperson in the absence or temporary inability of the Chairperson. If the Vice-Chair is unavailable, the Chairperson may appoint a designee to act in their stead.

Section 3. The Secretary shall keep minutes of the Commission meetings, conduct all of the correspondence, and perform all clerical duties of the Commission.

Section 4. The Treasurer shall conduct all the financial business of the Commission as directed by the Chairperson and report upon on the financial status of the Commission at each regularly scheduled meeting.

Article VI -- *Meetings*

Section 1. The regular meeting of the Commission shall be held on the first Tuesday alternating months, unless otherwise agreed upon by the Commission.

Section 2. Attendance at meetings may be through electronic means.

Article VII -- *Committees*

Section 1. There shall be the following committees: Historian, By-Laws, Community Service, Public Relations, Legislation, Hall of Fame, Membership, and Scholarship.

Section 2. Such other committees may be created or eliminated by the Chairperson as necessary.

Section 3. Any committee established within the Garrett County Commission for Women or within the community by the Garrett County Commission for Women shall be chaired by a member of the Garrett County Commission for Women.

Article VIII -- *Quorum*

Section 1. A quorum constitutes a simple majority.

Article IX -- *Amendments*

Section 1. The By-Laws may be amended at any stated meeting of the Commission by a two-thirds vote of the members, provided that the proposed amendment has been provided in writing to each committee member prior to the next meeting at which a vote will be held.

Garrett County Commission for Women Guiding Principles

Approved by the GCCW on 8/4/2017

- To promote the collection and referral of information concerning activities, services, and issues of interest to women.
- To practice a positive, realistic image of women respectful of individual differences while encouraging diversity as a group.
- To advocate for the political constituency of women in Garrett County to the State legislature, Maryland Commission for Women, other County Commissions for Women, and local government, as well as the media and the public.
- To advocate for programs that will expand women's educational and employment opportunities.
- To listen to pressing issues involving the residents of Garrett County and communicate to all appropriate government agencies on any matters involving the needs of women, especially those matters relating to discrimination and prejudice on account of gender.
- To honor individual accomplishments of women through management of the Garrett County Women's Hall of Fame.
- To provide access to higher education to local female Garrett County Residents through a yearly scholarship program.
- To develop a yearly report to the County Commissioners along with a letter of solicitation for funds.