

## Board of County Commissioners

C. Richard Weaver, *President*  
Dennis E. Frazier, *Vice President*  
Stephen A. Wantz, *Secretary*  
J. Douglas Howard  
Richard S. Rothschild



## Carroll County Government

225 North Center Street  
Westminster, Maryland 21157  
410-386-2043; 1-888-302-8978  
fax 410-386-2485  
MD Relay ~ 7-1-1/800-735-2258

### **Notice of Commissioner Meetings & Agenda for the Week of May 15, 2017**

Please Note: This weekly notice and agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings, unless otherwise noted, will be held at the Carroll County Office Building, Room 311. All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

#### **Monday ~ May 15, 2017**

7:00 p.m.      *Budget Public Hearing*  
*Carroll Community College ~ Westminster, Maryland*  
*Commissioners Weaver, Frazier, Wantz, Howard & Rothschild*

- *The FY18 Budget*
- *Constant Yield*

#### **Tuesday ~ May 16, 2017**

9:00 a.m.      Planning & Zoning Commission Meeting  
County Office Building ~ Reagan Room  
Commissioner Frazier

2:00 p.m.      *Veterans Advisory Council Meeting*  
*Westminster, Maryland*  
*Commissioner Weaver*

3:00 p.m.      **Board of County Commissioners Open Session**  
County Office Building ~ Room 311

Maryland Association of Counties  
Michael Sanderson, Executive Director ~ MACo  
Kevin Kamenetz, Balto Co. Executive ~ Current MACo President

**Tuesday ~ May 16, 2017 (Continued)**

- 7:00 p.m. *Eagle Scout Court of Honor Ceremony  
St. Paul's United Methodist Church ~ Sykesville, Maryland  
Commissioner Howard*
- 7:30 p.m. *Hampstead Town Council Meeting  
Hampstead, Maryland  
Commissioner Weaver*

**Wednesday ~ May 17, 2017**

- 9:00 a.m. *Carroll County Employee Recognition Program  
Farm Museum ~ Westminster, Maryland  
Commissioners Weaver, Wantz, Frazier & Rothschild*
- 11:00 a.m. *Carroll County Employee Appreciation Day  
Farm Museum ~ Westminster, Maryland  
Commissioners Weaver, Wantz, Frazier & Rothschild*
- 3:00 p.m. *Joint Board of County Commissioners/Board of Education Meeting  
Westminster, Maryland  
Commissioners Weaver, Frazier, Wantz & Rothschild*
- 6:00 p.m. *Carroll Community College Board Meeting/Dinner  
Westminster, Maryland  
Commissioner Wantz*

**Thursday ~ May 18, 2017**

- 8:00 a.m. *Carroll County Chamber of Commerce Public Safety Awards  
The Portico of St. Johns ~ Westminster, Maryland  
Commissioners Weaver, Frazier, Wantz & Rothschild*

- 10:00 a.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

*Positively Carroll*

**Item 1**

Public Comment on this item

Discussion/Decision

Request Approval of Application Submission

[Community Development Block Grant \(CDBG\)](#)

Boys and Girls Club Project

Department of Citizen Services ~ Ms. Christine Kay

Department of Management & Budget ~ Mr. Ted Zaleski

**Thursday ~ May 18, 2017 (Continued)**

**Item 2**

Public Comment on this item  
Discussion/Decision  
Request Approval to Proceed to Public Hearing  
[Medium Density Clustering Incentive Concept](#)  
Department of Planning ~ Mr. Phil Hager

**Item 3**

Public Comment on this item  
Briefing/Discussion/Possible Decision  
[Bid Approval ~ Traffic Signal Maintenance Modifications](#)  
Department of Public Works ~ Mr. Jeff Castonguay  
Bureau of Purchasing ~ Mr. Mike Myers

**Item 4**

Public Comment on this item  
Briefing/Discussion/Possible Decision  
[Bid Approval ~ John Pickett Road Improvement](#)  
Department of Public Works ~ Mr. Jeff Castonguay  
Bureau of Purchasing ~ Mr. Mike Myers

**Item 5**

Public Comment on this item  
Briefing/Discussion/Possible Decision  
[Bid Approval ~ Furnish and Install](#)  
New 64 Ton York Air Cooled Chiller  
Department of Public Works ~ Mr. Jeff Castonguay  
Bureau of Purchasing ~ Mr. Mike Myers

**Item 6**

Public Comment on this item  
Briefing/Discussion/Possible Decision  
Request Approval of Purchase of Hardware  
for Keystone Software  
Department of Technology Services ~ Mr. Mark Ripper

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

**Thursday ~ May 18, 2017 (Continued)**

7:00 p.m.      *Westminster High School FFA Banquet*  
*Westminster, Maryland*  
*Commissioners Weaver & Frazier*

**Friday ~ May 19, 2017**

9:00 a.m.      *Bike to Work Day & Dedication of Bike Rack*  
*County Office Building ~ Westminster, Maryland*  
*Commissioner Frazier*

10:00 a.m.      *11<sup>th</sup> Annual Fallen Heroes Memorial Service*  
*Public Safety Training Center ~ Sykesville, Maryland*  
*Commissioners Wantz & Rothschild*

**Saturday ~ May 20, 2017**

8:00 a.m.      *CCVESA Past Presidents Breakfast*  
*Union Bridge, Maryland*  
*Commissioner Wantz*

10:00 a.m.      *Celebrating America Weekend Event*  
*Emerald Hill ~ Westminster, Maryland*  
*Commissioners Frazier, Wantz & Howard*

10:30 a.m.      *13<sup>th</sup> Annual Convention of CCVESA & Memorial Service*  
*Union Bridge Fire Company ~ Union Bridge, Maryland*  
*Commissioners Wantz & Rothschild*

**Sunday ~ May 21, 2017**

8:05 a.m.      “The Commissioners’ Report” – WTTR  
*Commissioner Frazier*

ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.

**CARROLL COUNTY**  
*a great place to live, a great place to work, a great place to play*

**Briefing Paper**  
**FY18 Community Development Block Grant (CDBG)**  
**Boys and Girls Club of Westminster**  
**5/18/17**

**Project:** Boys and Girls Club of Westminster – Capital Project – Community Development Block Grant

**Department/Agency:** Grants Office/Citizen Services

**Funding Agency:** U. S. Department of Housing and Urban Development (HUD) passed through the Maryland Department of Housing and Community Development (MD DHCD)

**Issue**

Approve the FY18 Community Development Block Grant (CDBG) application to support Boys and Girls Club of Westminster capital project.

**Background**

The Board approved the development of a CDBG application on behalf of the Boys and Girls Club Westminster in March and held the required Public Hearing on May 4. Final approval is requested. The County’s application will compete against applications submitted by other non-entitlement jurisdictions in the state for the \$4.7 million allocation for FY18. Awards will be announced in July.

As the applicant, the County is responsible for oversight of the project requirements, guarantees that the funds will be used for the purpose stated in the application, and guarantees that the facility will be used for the stated purpose for a period of up to 20 years after completion of the project. The County will enter into a sub-recipient agreement with Boys and Girls Club of Westminster detailing all CDBG requirements.

**Agency and Project Overview**

Currently, the Boys and Girls Club of Westminster serves over 120 kids, ages 6-18, with afterschool and summer programs. With 70 kids on a waiting list, the agency has purchased 71 E. Main Street in Westminster to expand their capacity. When complete, the 12,041 sq. ft. renovated facility will include a teen center, technology suites, art studio and radio station. With the construction of the 3,171 sq. ft. gym, the facility will have the capacity to accommodate 600 kids per day.

The project is being completed in 2 phases: Phase 1 is the renovation of the existing building, while Phase 2 includes the construction of the gym. If awarded, CDBG will support Phase 2.

**FY18 CDBG Budget**  
**Boys and Girls Club of Westminster – Phase 2 – Gym Construction**

Source		Status	Amount
Federal Government	CDBG	Pending	\$800,000
Foundation Grants		Secured	\$500,000
County Cash Match			0
<b>Total Cost</b>			<b>\$1,300,000</b>

The project will also include in-kind donations of time from BGCW Staff, County Staff and local businesses.

**Staff Recommended Motion:** I move that the Board of Commissioners approve the FY18 CDBG application for the Boys and Girls Club of Westminster capital project.

Debby Standiford, Grants Office  
Christine Kay, Director, Citizen Services  
Bonnie Meshulam, Boys and Girls Club of Westminster

# Department of Planning

## Briefing Paper

May 18, 2017

## Open Session

### Issue:

Recommended Text Amendment: Chapters 155 and 158, Clustering Provisions

### Background:

As part of the development of the Freedom Community Comprehensive Plan, the Planning Commission and staff have been working on recommendations for Plan implementation, including recommended changes to Chapter 155 (Development and Subdivision of Land) and Chapter 158 (Zoning Regulations) of the Code of Public Local Laws. The Planning Commission has determined that one recommended code modification should be implemented prior to the Adoption of the Freedom Plan. This proposed modification deals with provisions to facilitate residential clustering for resource protection and infrastructure service provision efficiency in the Residential Medium (R-20,000) Zoning District.

On March 21, in order to satisfy the provisions of the Code related to Section 158.134, the Planning Commission requested that the Board of County Commissioners refer the potential code amendment to them for further study and evaluation. The Planning Commission has devoted significant time to discussion and analysis of this matter at at least five meetings. In addition to staff and Planning Commission interaction, there have been numerous opportunities for public interaction and comments.

Staff and the Planning Commission provided a detailed briefing on May 4<sup>th</sup>. At that time it was noted that staff would be returning on May 18<sup>th</sup> to request that the matter proceed to public hearing.

**Action:** Authorize Public Hearing

**Staff Recommended Motion:** *I move that the Board Authorize staff to proceed to a public hearing on this matter.*

### Attendees:

Philip R. Hager, Director, Department of Planning  
Lynda Eisenberg, Bureau Chief, Comprehensive Planning  
Mary Lane, Transportation/Comprehensive Planner  
Planning Commission Members

DATE: May 2, 2017  
TO: The Carroll County Board of Commissioners  
RE: Traffic Signal Maintenance Modifications

**EXECUTIVE SUMMARY:**

A Request for Proposals (RFP) for Traffic Signal Maintenance and Modifications was advertised twice. No vendors responded to the RFP. The Bureau of Purchasing contacted some of the vendors that had picked up the bid packet and/or perform this type of work in other jurisdictions to inquire if they were interested in submitting a proposal for this project. None of the vendors that were contacted expressed interest.

After additional research, the Department of Public Works located a Pennsylvania vendor that performs this type of work and is currently performing traffic signal construction work for the Maryland State Highway Administration. This vendor submitted a proposal to Carroll County and after discussion and negotiation a final proposal was received for the maintenance of traffic signals in Carroll County.

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for the above project to **Bruce & Merrilees Electric Company** in the amount of **\$473,016.25**. Developer funds will be the funding source for maintenance and modifications of the Ridge Road location as per the Public Works Agreement.

**Vendors:**

- 1. Bruce & Merrilees Electric Company Abingdon, MD \$ 473,016.25

**STAFF RECOMMENDED MOTION**

I move that the Board of Commissioners award the contract for John Pickett Road Improvements to Bruce & Merrilees Electric Company in the amount of \$473,016.25.

\_\_\_\_\_  
Bureau of Purchasing Date

\_\_\_\_\_  
Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -	_____ _____			
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other:				

DATE: May 8, 2017  
 TO: The Carroll County Board of Commissioners  
 RE: John Pickett Road Improvements  
 80-F-9-16/17

**EXECUTIVE SUMMARY:**

John Pickett Road is located in southwestern Carroll County. The roadway stationing runs from west to east. The approximate beginning point of the project is the intersection with Grimville Road and the ending point is the transition from gravel roadway to hot mix asphalt pavement, located in the vicinity of the House No. 7235 driveway. The overall length of the project is 0.81 miles. The work consists of the roadway and drainage improvements.

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for the above project to M.T. Laney Company, Inc. in the amount of \$762,763.95. This is within the project budget and no additional funds will be needed. The cost estimate on this project was \$773,280.75.

**Vendors & Bid Results**

- |                             |                |                |
|-----------------------------|----------------|----------------|
| 1. M.T. Laney Company, Inc. | Eldersburg, MD | \$ 763,762.95  |
| 2. C. J. Miller, LLC        | Hampstead, MD  | \$ 867,675.10  |
| 3. Gray and Son, Inc.       | Timonium, MD   | \$1,181,476.00 |

**Staff Recommended Motion:**

I move that the Board of Commissioners award the contract for John Pickett Road Improvements to M.T. Laney Company, Inc. in the amount of \$763,762.95.

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Bureau of Purchasing Date

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Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: _____				
_____				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other: _____				
_____				

Cc: File  
 Revised 4/26/17



DATE: May 9, 2017  
TO: The Carroll County Board of Commissioners  
RE: Furnish and Install New 64 Ton York Air Cooled Chiller

**EXECUTIVE SUMMARY:**

The Carroll County Bureau of Purchasing in cooperation with the Bureau of Facilities request your concurrence to award Johnson Control Inc. an award not to exceed the amount of \$88,754.00 This purchase is to provide all the necessary labor and materials to **Furnish and Install One (1) New 64 Ton York Air Cooled Chiller with Remote Evaporator, Model#Y0065HELAA** at the South Carroll Multi-Purpose Building.

This purchase will be through a “piggyback” utilizing the Baltimore County Public School contract Direct Digital Control of Heating, Ventilating and Air Conditioning (Contract# JMI-601-16).

This is within the project budget and no additional funds will be needed.  
Budget Funding Approved for \$88,754.00

**Staff Recommended Motion:**

I move that the Board of Commissioners approve the award to Johnson Control Inc. for the purchase and installation of the 64 Ton York Air Cooled Chiller at the South Carroll Multi- Purpose Building.

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Bureau of Purchasing Date

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Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -				
<hr/>				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other:				