

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
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MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of November 6, 2017 **Revision 1 dated November 8, 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 ~ November 6, 2017

*8:00 a.m. Baltimore Metropolitan Council Chesapeake Connect
Cleveland, Ohio
Commissioner Wantz*

Tuesday ~ November 7, 2017

*8:00 a.m. Carroll County Chamber Breakfast with Commissioner Howard
Eldersburg Branch Library ~ Eldersburg, Maryland
Commissioners Weaver, Frazier, Howard & Rothschild*

*8:00 a.m. Baltimore Metropolitan Council Chesapeake Connect
Cleveland, Ohio
Commissioner Wantz*

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

Item 1

Organization Highlights
Board of Elections ~ Ms. Katherine Berry

Item 2

Organization Highlights
ARC of Carroll County ~ Mr. Don Rowe

Tuesday ~ November 7, 2017 (Continued)

Item 3

Organization Highlights

Plant Protection & Weed Management ~ Mr. Lane Heimer

Item 4

Public Comment on this item

Briefing/Discussion/Possible Decision

[Van Purchase for Carroll County Public Library](#)

Department of Public Works ~ Mr. Jeff Castonguay

Item 5

Briefing/Discussion/Possible Decision

Request Approval to Submit Two Additional

[Proposals to the Delegation](#)

- Repeal §7-102, Unlicensed junk vehicles and parts, from the Code of Public Local Laws and Ordinances
- Gaming – Instant Ticket Lottery Machines – Fraternal Organizations in Carroll County

Department of the County Attorney ~ Mr. Tim Burke

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 6

Organization Highlights

Flying Colors of Success ~ Mr. Mike Hardesty

Public Comment

Wednesday ~ November 8, 2017

- 8:00 a.m. *We Honor Veterans Breakfast
Carroll Hospital Center ~ Westminster, Maryland
Commissioner Howard*
- 9:30 a.m. *Carroll County Farm Museum Advisory Board Meeting
Westminster, Maryland
Commissioner Weaver*
- 12:00 p.m. *Westminster American Legion Veterans Day Lunch
Westminster, Maryland
Commissioners Weaver & Howard*
- 5:00 p.m. *Carroll County Board of Education Meeting
Westminster, Maryland
Commissioners Weaver, Howard & Rothschild*

Thursday ~ November 9, 2017

- 7:30 a.m. *Veteran's Day Assembly*
Winters Mill High School ~ Westminster, Maryland
Commissioner Frazier
- 8:00 a.m. *FSK Veterans Celebration*
Francis Scott Key High School ~ Union Bridge, Maryland
Commissioner Wantz
- 8:00 a.m. *South Carroll High School Veteran's Day Event*
Sykesville, Maryland
Commissioner Rothschild
- 9:00 a.m. *Veterans Day Assembly*
Century High School ~ Sykesville, Maryland
Commissioner Howard
- 10:00 a.m. Board of County Commissioners Open Session**
County Office Building ~ Room 311

Positively Carroll

Item 1

Discussion/Decision
Public Comment period ended on November 5, 2017
[2017 Special Summer Water & Sewer Amendment](#)
Department of Planning ~ Ms. Lynda Eisenberg

Item 2

Public Comment on this item
Discussion/Decision
[Request Option to Purchase 6306 West Hemlock Drive](#)
Department of Planning ~ Ms. Lynda Eisenberg

Item 3

Public Comment on this item
Briefing/Discussion
[Monocacy Scenic River Management Plan - Update](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 4 ~ * (Moved from Afternoon Session)**

Public Comment on this item
Discussion/Possible Decision
Review and Approval of
[Military & Veterans in Parks \(MVP\) Discount](#)
Department of Recreation & Parks ~ Mr. Jeff Degitz

Thursday ~ November 9, 2017 (Continued)

Item 5 ~ * (Moved from Afternoon Session)**

Public Comment on this item

Briefing/Discussion

North Carroll High School Auditorium Repairs

Department of Recreation & Parks ~ Mr. Jeff Degitz

Public Comment

Approval/Adoption of Minutes ~ *** (Moved from Afternoon Session)

Administrative Session ~ Open ~ *** (Moved from Afternoon Session)

1:00 p.m. Board of County Commissioners Open Session
County Office Building ~ Room 311

Item 6 ~ * (Moved from Morning Session)**

Public Comment on this item

Decision

Future of Broadband

Department of Technology Services ~ Mr. Mark Ripper

Item 7

Organization Highlights

CHANGE, Inc. ~ Mr. Mike Shriver

Item 8

Organization Highlights

Carroll County Historical Society ~ Ms. Gainor Davis

Item 9

Organization Highlights

Soil Conservation District ~ Mr. Myron Frock

Item 10

Organization Highlights

Mosaic, Inc. ~ Mr. Jeff Richardson

Thursday ~ November 9, 2017 (Continued)

Item 11

Public Comment on this item
Discussion/Possible Decision
[Request Approval for Design & Engineering](#)
Services for relocation of Board of Education
Central Office & Sheriff's Office
Department of Public Works ~ Mr. Jeff Castonguay

Item 12

Public Comment on this item
Briefing
Veterans Independence Project
Armory & Non-Profit Status

Item 13

Public Comment on this item
Discussion/Possible Decision
Clarity to Planning Commission Regarding Freedom Plan
Board of County Commissioners

Public Comment

3:40 p.m. Board of County Commissioners Closed Administrative Session

6:30 p.m. *St. John Catholic School Leadership Reception*
The Portico ~ Westminster, Maryland
Commissioners Frazier & Rothschild

Friday ~ November 10, 2017

County Offices Closed in observance of Veteran's Day



- 7:30 a.m. Taneytown Business Breakfast
Thunderhead Bowling Lanes ~ Taneytown, Maryland
Commissioner Rothschild*
- 7:30 a.m. Veteran's Day Celebration
Liberty High School ~ Eldersburg, Maryland
Commissioner Howard*
- 9:00 a.m. Gerstell Academy Veteran's Day Ceremony
Finksburg, Maryland
Commissioners Weaver & Rothschild*
- 12:00 p.m. Carroll Community College Veterans Ceremony
Westminster, Maryland
Commissioner Wantz*

Saturday ~ November 11, 2017

- 11:00 a.m. Monocacy Valley Memorial VFW Post 6918 Veterans Day Observance
Taneytown, Maryland
Commissioner Wantz*
- 4:00 p.m. American Legion Post 31 Veteran's Day Celebration
Old Armory Building ~ Westminster, Maryland
Commissioner Frazier*

Sunday ~ November 12, 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

Bureau of Fleet Management
Briefing Paper
11/07/17
Open Session

Issue:

Replace Carroll County Public Library's bookmobile with a new Ford Cargo Van.

Background:

The library bookmobile is 10 years old and has a cracked axle. It would require major, costly repair to put it back on the road. Considering the age of the vehicle, the cost of the repair would not be warranted. A new bookmobile would cost more than \$200,000. Library staff have developed a new service model that would allow them to continue to provide customer service using a versatile Ford Cargo Van, estimated to cost \$27,028.

Action:

Approve the purchase of a Ford Cargo Van to replace the library bookmobile.

Staff Recommended Motion:

Move that the Board approve the purchase of a Ford Cargo Van for the library to use in place of the bookmobile.

Attendees:

Keith Vogel, Chief, Bureau of Fleet Management
Lynn Wheeler, Executive Director, Carroll County Public Library

Department of the County Attorney
Briefing Paper
Tuesday, November 7, 2017
Open Session

Issues:

Discussion/Decision – Request to submit two additional proposals to the delegation:

- Repeal § 7-102, Unlicensed junk vehicles and parts, from the Code of Public Local Laws and Ordinances.
- Gaming – Instant Ticket Lottery Machines – Fraternal Organizations in Carroll County

Background:

Repeal of § 7-102, Unlicensed junk vehicles and parts -- There is currently a conflict between a State law pertaining to Carroll County and our Zoning Ordinance. Section 7-102, Unlicensed junk vehicles and parts, of the Code of Public Local Laws and Ordinances allows the County to prohibit unlicensed vehicles and junkyard conditions on private and public property, and to take steps to remove and dispose of such items. The County's Zoning Ordinance in Chapter 158 also addresses unlicensed vehicles and junkyard conditions but in broader terms, i.e., the Zoning Ordinance permits the keeping of one unlicensed vehicle on a lot of three acres or less, and two unlicensed vehicles on a lot greater than three acres and less than 20 acres and so on. The conflict was recently brought to the County's attention by a citizen. Because these matters are best addressed by the County Commissioners under our Zoning Ordinance, we propose a repeal of § 7-102. Over the next several months we will be reviewing the Code of Public Local Laws against our County Code for any additional provisions that may be similarly duplicative and/or conflicting, etc.

Gaming – Instant Ticket Lottery Machines – Fraternal Organizations in Carroll County – At the request of Commissioner Wantz, a proposal has been drafted that would authorize fraternal organizations in Carroll County to be eligible for licenses issued by the Director of the State Lottery and Gaming Control Agency which would allow instant ticket lottery machines in Carroll County. If passed, it would be an additional opportunity for fraternal organizations in the County to raise funds.

Action:

Discussion/Decision – Request approval to forward the concept paper and proposed legislation repealing § 7-102 to the Delegation for consideration.

Staff recommended motions:

I move that the Board direct staff to forward the concept paper and proposed legislation repealing § 7-102 to the Delegation for consideration and possible introduction as a State bill.

I move that the Board direct staff to forward the concept paper and proposed legislation regarding instant ticket lottery machines for fraternal organizations in Carroll County to the Delegation for consideration and possible introduction as a State bill.

Attendees:

Tim Burke, County Attorney
Thomas S. Devilbiss, Director, Department of Land and Resource Management
Jay Voight, Zoning Administrator, Office of Zoning

Department of Planning

Briefing Paper

November 9, 2017

Open Session

Issue:

2017 Special Summer Amendment to the 2014 Water and Sewer Master Plan

Background: A public hearing was held on October 26, 2017 for the purpose of accepting testimony on the 2017 Special Summer Amendment to the 2014 Water and Sewer Master Plan. As part of this process the Board of County Commissioners is being asked to Approve a Resolution to Adopt this Amendment in order for the plan to be forwarded to the Maryland Department of the Environment for their Approval.

Action: Discussion and Adoption.

Staff Recommended Motion:

I move that the Board Adopt the 2017 Special Summer Amendment to the 2014 Water and Sewer Master Plan.

Attendees:

Lynda Eisenberg, Acting Director, Department of Planning

Department of Planning

Briefing Paper

November 9, 2017

Open Session

Issue:

Purchase 6306 Hemlock Drive

Background:

Dickenson Road is an important secondary East West feeder road whose intended purpose is to take traffic off of Liberty Road while facilitating access to businesses along the Liberty Road commercial district. This roadway alignment has been shown on County planning maps for several decades and a portion of this road has already been constructed and is serving its intended purpose. Continued progress is dependent upon the acquisition of properties within the proposed roadway alignment. One of those properties was recently put up for sale and staff is advocating the use of funds currently on hand for immediate acquisition. Staff briefed the Commissioners on November 2nd. Today staff is requesting that the Board exercise the options to purchase 6306 W. Hemlock Drive to continue the progress on this important piece of transportation infrastructure.

Action:

Exercise Option to Purchase 6306 Hemlock Drive

Staff Recommended Motion:

I Move that the Board exercise the option to purchase 6306 W. Hemlock Drive and to schedule settlement.

Attendees:

Lynda Eisenberg, Acting Director, Comprehensive Planning

Department of Land & Resource Management

Briefing Paper

October 26, 2017

Open Session

Issue:

Briefing/Discussion – Monocacy Scenic River Management Plan – Update

Background:

In June of 2015 the Monocacy Scenic River Citizens' Advisory Board (River Board) undertook an update of the current plan, which was adopted in 1990. The Initial Draft of the updated Monocacy River Management Plan was released in October 2016, and was followed by public meetings and public testimony, both for and against the plan. The River Board received 340 written comments after the Initial Draft Plan was released, which resulted in subsequent revisions to the Initial Draft Plan.

At the August 2, 2017 meeting, the River Board voted to finalize the Recommended Monocacy River Management Plan. This Recommended Plan is the River Board's revision and update of the *1990 Monocacy Scenic River Study and Management Plan*, written by the River Board and Maryland Department of Natural Resources.

The 2017 Plan is being forwarded to Carroll and Frederick counties for approval. The River Board and staff will be presenting the Plan to the Board.

Action:

Briefing/Discussion.

Attendees:

Tom Devilbiss, Department of Land & Resource Management
Byron Madigan, Department of Land & Resource Management
George Grillon, Monocacy Scenic River Citizen's Advisory Board

Department of Technology Services
Briefing Paper
November 9, 2017
Open Session

Discussion/Decision: Future of Broadband – Options presented by Committee

Background: The purpose of this is to get direction from the Commissioners on which options to pursue.

Current Options being considered:

- Business Parks
 - Eldersburg Business Center, MD32 & Progress Way, Eldersburg
 - Liberty Exchange, 438 Old Liberty Road, Eldersburg
 - Twin Arch Industrial Park, Century Drive, Mt. Airy
 - Warfield Complex, MD32 & Main Street, Sykesville
- Service Provider Grant Program
- Construction of Conduit in Municipalities (Street Scape)
- RFP to expand network
- Broadband Service Area Map
- Work with State of Maryland Rural Broadband Task Force

Action: Provide any additional guidance to the committee.

Staff-Recommended Motion:
Discussion/Decision.

Attendees: Mark Ripper, Director ~ Department of Technology Services
Broadband Committee Members

Denise Beaver, Paige Sunderland, Kevin Brown (Quantam), Teresa Bethune (Freedom)

Brian Holsonbake, Brian Hackenberg, Ken Davis (Kennedy Krieger)

Underground - \$142,560 per mile, \$27 per foot

Ariel \$90,000 per mile, \$17 per foot (Pole Renewal)

Department of Recreation and Parks
Briefing Paper
Thursday, November 9, 2017

Open Session

Issue: Military & Veterans Program (MVP): Discount Fees for Parks

Background: Discussion/Possible Decision

A proposed new Military and Veteran Program (MVP) with associated fee reductions was presented to the Commissioners on November 2, 2017 as a means to support efforts to make Carroll County “veteran friendly”.

Program would provide greatest discounts to County residents and also include reduced fees for out of county residents who are active military or honorably discharged veterans. Program will initially allow for reduced entry fees at Piney Run Park and Hap Baker Firearms Facility. Proposed fee reductions are summarized below:

Piney Run Park MVP Daily Admission – FREE daily admission to in county; 50% daily admission discount out of county

Piney Run Park MVP Season Pass – FREE season pass to in county; 50% season pass discount out of county

Hap Baker Firearms Facility MVP Daily Admission – 50% discount for in county; 33% discount for out of county

Hap Baker Firearms Facility MVP Season Pass – 50% discount for in county; 33% discount for out of county

Staff Recommended Motion:

I move that the Board of County Commissioners authorize the Department of Recreation and Parks to implement the Military & Veterans in Parks (MVP) discount program, providing discounted admission to county parks and supporting Carroll County, Maryland as a veteran friendly destination

Attendees:

Jeff R. Degitz, Director, Department of Recreation and Parks

Department of Recreation and Parks
Briefing Paper
Thursday, November 9, 2017

Open Session

Issue: North Carroll High School Auditorium Repairs

Briefing/Discussion/Possible decision

Background:

The North Carroll High School auditorium stage rigging system, that suspends movable curtains and movable stage lighting, is in poor condition. A third party assessment of the system indicates substantial wear and damage to the system components, presenting dangerous condition to people on or around the stage. Repairs would involve removal of counterweight/cable system and dead-hanging all existing rigging bars over stage to roof structure. No usage of stage is recommended until repairs have been made.

Recreation and Parks has estimated that work can be completed for approximately \$9,500 and are collecting additional quotes for work. The FY 18 capital budget includes funding for renovations to North Carroll High School. Once repairs have been completed, the auditorium would become available for safe usage.

Action:

I move that the Board of County Commissioners authorize repairs to the North Carroll High School auditorium stage rigging system at a cost not to exceed \$10,000

Attendees:

Jeff R. Degitz, Director, Department of Recreation and Parks

Department of Public Works
Briefing
November 9, 2017
Open Session

Issue: Design Contract

Discussion/Decision: Award a contract in the amount of \$449,100 for the design and engineering services required to relocate the BOE Central Offices and the Sheriff Precinct to the former North Carroll High School.

Background:

On July 1, 2017, funding was released by the Board of Commissioners to move forward with the design and construction renovations of the former North Carroll High School to house the BOE Central Offices and the Sheriff Precinct. Manns Woodward Studios was previously awarded the design of the potential space at the Army Reserve in Westminster for the Sheriff offices. It was determined that this building was not suitable for their needs and the project funds were reallocated to renovating North Carroll High School.

In July of 2016, Manns Woodward Studios completed the programming study and synopsis of the potential construction/relocation scenarios to satisfy the needs of these two agencies and has extensive knowledge of all aspects of both projects.

We have evaluated both projects and feel it is most cost effective to design and build as one project. We asked Manns Woodward Studios to provide a cost estimate of the design portion of this project. We then negotiated the terms to where they are today.

Action:

Discussion/Possible Decision to award a contract to Manns Woodward Studios in the amount of \$449,100 to design and engineer the relocation of the Board of Education Central Offices and a new Precinct for the Sheriff.

Staff-Recommended Motion:

I move that the Board of Commissioners approve a contract to Manns Woodward Studios in the amount of \$449,100 to design and engineer the relocation of the Board of Education Central Offices and a new Precinct for the Sheriff.

Attendees:

Jeff Castonguay, Director of Public Works
Scott Moser, Deputy Director Public Works