

Board of County Commissioners

Stephen A. Wantz, *President*
Ed Rothstein, *Vice President*
C. Richard Weaver, *2nd Vice President*
C. Eric Bouchat
Dennis E. Frazier



Carroll County Government

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Westminster, Maryland 21157
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MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of February 4, 2019

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 ~ February 4, 2019

*5:00 p.m. Carroll County Career & Tech Center Awards Ceremony
Westminster, Maryland
Commissioners Weaver & Bouchat*

Tuesday ~ February 5, 2019

9:00 a.m. Board of County Commissioners Open Work Session
County Office Building ~ Room 311

Veterans Shuttle Program
Department of Public Works ~ Mr. Jeff Castonguay

1:30 p.m. Joint Board of County Commissioners/Board of Education Meeting
County Office Building ~ Reagan Room
Commissioners Wantz, Rothstein, Weaver, Bouchat & Frazier

Wednesday ~ February 6, 2019

*10:00 a.m. Maryland Association of Counties Legislative Meeting
Annapolis, Maryland
Commissioners Wantz & Rothstein*

Wednesday ~ February 6, 2019 (Continued)

- 6:00 p.m. Planning & Zoning Commission Work Session
County Office Building ~ Reagan Room
Commissioner Rothstein
- 7:00 p.m. *Carroll County Board of Education FY20 Operating Budget Hearing*
Westminster, Maryland
Commissioner Weaver

Thursday ~ February 7, 2019

- 8:00 a.m. *Carroll County Agribusiness Breakfast Meeting*
Baughers Restaurant ~ Westminster, Maryland
Commissioner Weaver
- 9:00 a.m. Board of County Commissioners Closed Administrative Session
- 10:00 a.m. Board of County Commissioners Open Session**
County Office Building ~ Room 311

Positively Carroll

Item 1

Public Hearing

Public Comment will be taken during the Public Hearing
Water and Sewer Master Plan Triennial Update
Department of Planning ~ Ms. Lynda Eisenberg

Item 2

Public Comment on this item
Discussion/Decision
Request Approval for Public Comment
and Public Hearing on Housing Annual Plan
Department of Citizen Services ~ Ms. Christine Kay

Item 3

Public Comment on this item
Briefing/Discussion/Possible Decision
CCVESA Work Group Progress Report
Future of Fire/Rescue/Emergency Medical Services
Department of Public Safety ~ Mr. Scott Campbell

Thursday ~ February 7, 2019 (Continued)

Public Comment

Administrative Session ~ Open

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

Item 4

Briefing/Discussion

[Environmental Advisory Council](#)

Proposed 2019 Work Plan ~ Annual Joint Meeting

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 5

Public Comment on this item

Discussion/Decision

[Further Direction on Turf Field](#)

Department of Recreation & Parks ~ Mr. Jeff Degitz

Public Comment

7:00 p.m. Speaking Engagement ~ Lions Club Zone Meeting
Sykesville, Maryland
Commissioner Rothstein

Friday ~ February 8, 2019

6:30 p.m. Church of the Open Door Annual Sweetheart Banquet
Martin's ~ Westminster, Maryland
Commissioner Weaver

Saturday ~ February 9, 2019

*5:30 p.m. New Windsor Fire & Hose Company Annual Banquet
New Windsor, Maryland
Commissioner Bouchat*

Sunday ~ February 10, 2019

7:05 a.m. “The Commissioners’ Report” – WTTR
Commissioner Wantz

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.

Department of Planning

Briefing Paper

February 7, 2019

Open Session

Issue:

Public Hearing - Triennial Update to the Water and Sewer Master Plan

Background:

The purpose of this hearing is to accept public comment regarding the Triennial Update to the Carroll County Water and Sewer Master Plan.

In compliance with Environment Article § 9-503 of the Annotated Code of Maryland, the hearing was duly advertised in the Carroll County Times on January 24th and January 31st.

Action:

Accept testimony

Staff Recommended Action:

I move that the Board of County Commissioners close the Public Hearing and keep the record open for a period of ten (10) days.

Attendees:

Lynda Eisenberg, Director, Department of Planning
Price Wagoner, Comprehensive Planner, Department of Planning

DEPARTMENT OF CITIZEN SERVICES
BUREAU OF HOUSING AND COMMUNITY DEVELOPMENT

February 7, 2019

Open Session

Issue: The Streamlined Annual Plan for Fiscal Year 2019 for the Carroll County Bureau of Housing to be displayed for public comment for a 45-day period based on Federal Regulation 24 CFR903.

Background:

The Board of County Commissioners serves as the Bureau of Housing and Community Developments (Public Housing Authority or PHA) governing body throughout the existence of the County's Section 8 housing assistance program. The Commissioners, or their designees, have signed documentation required by the Department of Housing and Urban Development (HUD) for various authorizations pertaining to the program. The document under consideration is the streamlined version of the Annual Plan. Carroll County Bureau of Housing is in the final year of the current 5 year plan (2015 – 2019). The Carroll County program provides 100 Non-Elderly Disabled Vouchers, 25 Family Unification Vouchers, 10 Veterans Affairs Supportive Housing Vouchers, 22 Mainstream Vouchers and 524 Tenant Based Rental Assistance Vouchers for 681 total Housing Assistance Vouchers. The FY 19 Annual Plan reflects seven (7) adjustments to terms and policies related to the Section 8 Housing Assistance Program.

The following are the noted goals from the 5 year plan:

- Will pursue additional grants that could assist with low and extremely low income families and disabled individuals with rental assistance.
- Will pursue funding to support a housing counseling program.
- Will increase client participation in the Family Self Sufficiency Program (specific goal oriented program with a 5 year plan to achieve financial independence) and encourage homeownership
- Will strive to maintain status as a High Performing Agency on SEMAP – Section 8 Management Assessment Performance

Staff Recommended Motion: I move that Board of Commissioners approve the display of the Streamlined Annual plan for 45 days for public review and comment. Also, announce a Public Hearing prior to April 17, 2019 to consider approval to submit the FY 19 annual plan to HUD.

Attending:

Christine Kay, Director, Citizen Services

Danielle Yates, Chief, Bureau of Housing and Community Development

Carroll County Volunteer Emergency Services Association Briefing Paper February 7, 2019 Open Session

Issue:

Proposed draft addition to the County Code, as well as the Emergency Services Advisory Council's (ESAC) Charter and Bylaws

Discussion/Decision:

Briefing / Discussion / Possible Decision

Background:

During the February 9, 2017 Joint Board of County Commissioners (BCC) / Carroll County Volunteer Emergency Services Association (CCVESA) meeting, a discussion occurred between the BCC and CCVESA regarding the creation of a "joint planning work group consisting of county personnel representing Public Safety, Planning, and Budget to work with CCVESA" with the purpose of looking at the future organization of fire, rescue, and emergency medical services in Carroll County to address current issues while maintaining / growing the volunteer system.

Over the last two years, the joint Workgroup has worked to craft a path to a combination fire service structure that ensures the effective provision of service while preserving and recognizing the importance of the 14 independent volunteer fire departments of the county. This effort has been accomplished through coordination with, and consensus of, an Advisory Committee made up of two representatives of each of the 14 volunteer fire departments of the County. Today's presentation provides an update to the Board of County Commissioners on the accomplishments of the workgroup to date. This will include an overview of three fundamental documents designed to ensure the future success of the County's fire, rescue and emergency medical services. Also discussed will be possible future steps for the implementation of an efficient combination emergency services system.

Action:

Concur with the proposed draft addition to the County Code, as well as the Emergency Services Advisory Council's Charter and Bylaws, and move them toward adoption.

Staff-Recommended Motion:

"I move that the Board of County Commissioners concur with the proposed draft addition to the County Code, as well as the Emergency Services Advisory Council's Charter and Bylaws, with the intent to move them forward toward adoption".

Attendees:

Tom Coe, New Windsor Volunteer Fire & Hose Company #1, Workgroup Chairperson
Dennis Beard, Sykesville-Freedom District Fire Department, CCVESA Workgroup Member
Tim Brown, Gamber and Community Fire Company, CCVESA Workgroup Member
Perry Jones, 2nd Vice President, CCVESA, CCVESA Workgroup Member
Don Love, Reese and Community Volunteer Fire Company, CCVESA Workgroup Member
Scott Campbell, Director, Department of Public Safety, CCVESA Workgroup Member
Ted Zaleski, Director, Department of Management and Budget, CCVESA Workgroup Member
Douglas Brown, Deputy Director, Department of Public Works, CCVESA Workgroup Member
Lynn Karr, Dept of Management and Budget, Sr Budget Analyst, CCVESA Workgroup Member

Environmental Advisory Council

Briefing Paper

February 7, 2019

Open Session

Issue:

Briefing/Discussion: Environmental Advisory Council Proposed 2019 Work Plan and Annual Joint Meeting

Background:

The Environmental Advisory Council (EAC) serves to support and advise the Carroll County Board of Commissioners on environmental issues. The EAC, an appointed citizen body, functions at the direction of the board and, as such, works cooperatively with county environmental staff to research environmental policy issues; to advise the Board of County Commissioners; to foster environmental education; and generally to act in the best interest of county residents by promoting effective environmental protection and management principles.

As an advisory body to the board, the EAC's primary projects and topics of discussion are intended to provide the board with additional information and perspectives on environmental issues, or environmental aspects of broader issues, being considered by or anticipated to be discussed by the board. The EAC also plays an important role in public education regarding environmental issues relevant to the county. The EAC drafted a proposed work plan that outlines projects and issues anticipated for 2019, on which the EAC may be able to provide additional information to help inform board decisions, discussion, or policies regarding these topics or to provide public education and outreach.

The EAC meets annually with the board to discuss the proposed work plan for the coming calendar year and seeks the board's concurrence to finalize the work plan and move forward with these projects. The EAC also will report on projects that occurred during 2018. The EAC seeks concurrence with the proposed work plan.

Action:

Briefing/Discussion

Attendees:

Tom Devilbiss, Director, Department of Land & Resource Management
Brenda Dinne, Department of Land & Resource Management
Environmental Advisory Council Members

Departments of Recreation and Parks

Briefing Paper

Discussion:

Artificial Turf Field

Background:

On January 24, the Board of County Commissioners agenda included a discussion regarding turf fields and a possible feasibility study for a NCHS community events center. The board directed staff to create a Community Event Center task force. During the meeting, there was significant discussion regarding an event center, turf field(s), various locations and several other related concepts. Staff comes today for further clarification of the board's direction.

Attendees:

Roberta Windham, County Administrator
Jeff R. Degitz, Director of Department of Recreation and Parks