

Board of County Commissioners

Edward C. Rothstein, President
C. Richard Weaver, Vice President
C. Eric Bouchat
Dennis E. Frazier
Stephen A. Wantz



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 February 8, 2021

Revision 2 dated February 8, 2021

Please Note: This weekly notice and agenda is subject to change. [Please call 410-386-2043 to confirm a meeting.](tel:410-386-2043) [Due to the COVID-19 Pandemic, all meetings, until further notice, will be accessible virtually.](#) All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

Monday ~ February 8, 2021

10:00 a.m. MD Association of Counties Town Hall Forum with U.S. Senator VanHollen
Virtual Meeting
Commissioners Rothstein & Wantz

Tuesday ~ February 9, 2021

7:30 a.m. 2021 Community Health Needs Assessment Review
Virtual Meeting
Commissioner Wantz

Tuesday ~ February 9, 2021 (Continued)

7:00 p.m. *Ag Center Board Meeting
Westminster, Maryland
Commissioner Rothstein*

Wednesday ~ February 10, 2021

- 9:30 a.m. Maryland Association of Counties Land Use Subcommittee Meeting
Virtual Meeting
Commissioner Frazier
- 9:30 a.m. Maryland Association of Counties Tax Subcommittee Meeting
Virtual Meeting
Commissioner Wantz
- 10:00 a.m. Maryland Association of Counties 2021 Legislative Committee Meeting
Virtual Meeting
Commissioners Frazier & Wantz
- 5:00 p.m. Board of Education Board Meeting
Virtual Meeting
Commissioner Weaver

Thursday ~ February 11, 2021

Due to expected inclement weather, the start time to Open Session is 10:00 a.m.

10:00 a.m. Board of County Commissioners Open Session

Priority Carroll

Item 1

Discussion/Decision State Directives - Updates on COVID 19
Board of County Commissioners

- Extension of State of Emergency

Item 2

Legislative Update
Mike Fowler ~ Legislative Liaison

Item 3

Update ~ Exploration Commons @ 50 East Project
Carroll County Public Library ~ Ms. Andrea Berstler

Thursday ~ February 11, 2021 (Continued)

Item 4

Request Approval to Exercise Option to Purchase for following properties through the County Program (IPA's)

[Ralph K. Billings & Janet F. Billings](#)

[Estate of Barbara E. Crapster](#)

[Edgar W. Gist](#)

[Richard Edward Hunter & Barbara Hunter \(aka Barbara L. Hunter\)](#)

[Edward Craig Morris & Connie Rae Morris](#)

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 5

[Request Approval of Change order to the Greens of Westminster](#) Stormwater Management Restoration Contract

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Public Comment ~ In light of the COVID-19 virus, anyone planning to make public comment should call + 1 (872) 240-3412+ Access Code 870-786-237 to join the meeting.

Administrative Session ~ Open

Closed ~ Land Acquisition

Closed ~ Administrative Session

1:30 p.m. Board of County Commissioners Open Session
Virtual Meeting

1:30 p.m. Item 6
[Transfer of Harrison-Leishear Property](#)
to Carroll County
Department of Economic Development ~ Mr. Jack Lyburn

Thursday ~ February 11, 2021 (Continued)

1:50 p.m. **Item 7**
 Briefing ~ 2022 CTP Priority Letter
 Department of Planning ~ Ms. Lynda Eisenberg

Public Comment ~ In light of the COVID-19 virus, anyone planning to make public comment should call + 1 (872) 240-3412+ Access Code 870-786-237 to join the meeting.

5:00 p.m. Carroll Chamber of Commerce Biz Challenge Kick-Off Event
 Virtual Meeting
 Commissioner Rothstein

Friday ~ February 12, 2021

Saturday ~ February 13, 2021

Sunday ~ February 14, 2021

7:05 a.m. “The Commissioners’ Podcast”
 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.

CARROLL COUNTY

Virtual Access to Carroll County Board of Commissioners Open Session

Due to a commitment to implement all precautionary actions to prevent the spread of the Coronavirus (COVID-19), the Carroll County Board of Commissioners is implementing a new process for viewing BOC Open Sessions.

In keeping with the spirit of transparency balanced with the need to be socially distant, the Carroll County Board of Commissioner Open Sessions will continue virtually. All commissioners and staff will participate using GoToMeeting. Residents can continue to view the proceedings by accessing the live stream in the following ways:

- [County Facebook page](#)
- [County YouTube channel](#)
- [Meeting Portal](#)
- Comcast Channel 24

Although the above methods are preferred due to unlimited access, residents unable to view the cable channel or the internet will be able to listen to the virtual meeting using the following phone number and entering the access code for that meeting:

Board of Commissioners Open Session ~ **Thursday, February 11, 2021 ~ 10:00 a.m. & 1:30 p.m.**

You can also dial in using your phone.

United States: +1 (872) 240-3412

Access Code: 870-786-237

*Callers will be muted during the meeting and there will be no dialogue from callers until the phones are open for the Public Comment portion of the meeting.

There is a limit to the number of callers the system can accept, so please use the live stream methods above, if possible. In addition, all meetings will be replayed on Comcast Channel 24.

The commissioners thank Carroll County residents for their continued understanding and support during this extraordinary time.

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
February 11, 2021
Open Session

Issue:

Discussion/Decision-Consideration to exercise an Option to Purchase an Agricultural Conservation Easement via an Installment Purchase Agreement (IPA) on the Ralph K. Billings and Janet F. Billings property, 1150 and 1154 Bloom Road, Westminster, District 4.

Background:

A 119.362 acre farm property owned by Ralph K. Billings and Janet F. Billings on 1150 and 1154 Bloom Road, Westminster, MD 21157 was approved for the purchase of an agricultural conservation easement by the Carroll County Agricultural Land Preservation Advisory Board on November 6, 2019. Subsequently, the Board of County Commissioners granted preliminary approval on January 16, 2020. Notice of Intent to purchase a Conservation Easement on the property has been duly advertised.

The Option signed by the owners provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owners requested to be compensated through an Installment Purchase Agreement and agreed to the purchase price of \$388,117.07. This amount represents 40% of Fair Market Value which will be paid in 20 years, with five percent interest paid annually.

The agreement requires a Resolution by the County Commissioners. Staff is recommending exercising this option. In preparation for settlement, it is now requested that the Board of Commissioners sign the Resolution.

Action:

Discussion/Decision-To exercise an Option to Purchase and to sign a Resolution for an Agricultural Conservation Easement on the Ralph K. Billings and Janet F. Billings property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercises an Option to Purchase and sign a Resolution for an Agricultural Conservation Easement on the Ralph K. Billings and Janet F. Billings property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
February 11, 2021
Open Session

Issue:

Discussion/Decision-Consideration to exercise an Option to Purchase an Agricultural Conservation Easement via an Installment Purchase Agreement (IPA) on the Estate of Barbara E. Crapster property, 1922 Crouse Mill Road, Taneytown, District 1.

Background:

A 250.56 acre farm property owned by the Estate of Barbara E. Crapster on 1922 Crouse Mill Road, Taneytown, MD 21787 was approved for the purchase of an agricultural conservation easement by the Carroll County Agricultural Land Preservation Advisory Board on November 6, 2019. Subsequently, the Board of County Commissioners granted preliminary approval on January 16, 2020. Notice of Intent to purchase a Conservation Easement on the property has been duly advertised.

The Option signed by the owners provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owners requested to be compensated through an Installment Purchase Agreement and agreed to the purchase price of \$636,313.60. This amount represents 40% of Fair Market Value which will be paid in 20 years, with five percent interest paid annually.

The agreement requires a Resolution by the County Commissioners. Staff is recommending exercising this option. In preparation for settlement, it is now requested that the Board of Commissioners sign the Resolution.

Action:

Discussion/Decision-To exercise an Option to Purchase and to sign a Resolution for an Agricultural Conservation Easement on the Estate of Barbara E. Crapster property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercises an Option to Purchase and sign a Resolution for an Agricultural Conservation Easement on the Estate of Barbara E. Crapster property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

**Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
February 11, 2021
Open Session**

Issue:

Discussion/Decision-Consideration to exercise an Option to Purchase an Agricultural Conservation Easement via an Installment Purchase Agreement (IPA) on the Edgar W. Gist property, 2338 and 2342 Emory Road, Reisterstown, District 2.

Background:

A 100.72 acre farm property owned by Edgar W. Gist on 2338 and 2342 Emory Road, Reisterstown, MD 21136 was approved for the purchase of an agricultural conservation easement by the Carroll County Agricultural Land Preservation Advisory Board on November 6, 2019. Subsequently, the Board of County Commissioners granted preliminary approval on January 16, 2020. Notice of Intent to purchase a Conservation Easement on the property has been duly advertised.

The Option signed by the owners provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owners requested to be compensated through an Installment Purchase Agreement and agreed to the purchase price of \$270,810.22. This amount represents 40% of Fair Market Value which will be paid in 20 years, with five percent interest paid annually.

The agreement requires a Resolution by the County Commissioners. Staff is recommending exercising this option. In preparation for settlement, it is now requested that the Board of Commissioners sign the Resolution.

Action:

Discussion/Decision-To exercise an Option to Purchase and to sign a Resolution for an Agricultural Conservation Easement on the Edgar W. Gist property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercises an Option to Purchase and sign a Resolution for an Agricultural Conservation Easement on the Edgar W. Gist property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
February 11, 2021
Open Session

Issue:

Discussion/Decision-Consideration to exercise an Option to Purchase an Agricultural Conservation Easement via an Installment Purchase Agreement (IPA) on the Richard Edward Hunter and Barbara Hunter aka Barbara L. Hunter property, 5000 and 4915 Francis Scott Key Highway, Taneytown, District 1.

Background:

A 91.36 acre farm property owned by Richard Edward Hunter and Barbara Hunter aka Barbara L. Hunter on 5000 and 4915 Francis Scott Key Highway, Taneytown, MD 21787 was approved for the purchase of an agricultural conservation easement by the Carroll County Agricultural Land Preservation Advisory Board on November 6, 2019. Subsequently, the Board of County Commissioners granted preliminary approval on January 16, 2020. Notice of Intent to purchase a Conservation Easement on the property has been duly advertised.

The Option signed by the owners provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owners requested to be compensated through an Installment Purchase Agreement and agreed to the purchase price of \$220,322.72. This amount represents 40% of Fair Market Value which will be paid in 20 years, with five percent interest paid annually.

The agreement requires a Resolution by the County Commissioners. Staff is recommending exercising this option. In preparation for settlement, it is now requested that the Board of Commissioners sign the Resolution.

Action:

Discussion/Decision-To exercise an Option to Purchase and to sign a Resolution for an Agricultural Conservation Easement on the Richard Edward Hunter and Barbara Hunter aka Barbara L. Hunter property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercises an Option to Purchase and sign a Resolution for an Agricultural Conservation Easement on the Richard Edward Hunter and Barbara Hunter aka Barbara L. Hunter property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
February 11, 2021
Open Session

Issue:

Discussion/Decision-Consideration to exercise an Option to Purchase an Agricultural Conservation Easement via an Installment Purchase Agreement (IPA) on the Edward Craig Morris and Connie Rae Morris property, 4807 Grand Valley Road, Westminster, District 1.

Background:

A 67.84 acre farm property owned by Edward Craig Morris and Connie Rae Morris on 4807 Grand Valley Road, Westminster MD 21158 was approved for the purchase of an agricultural conservation easement by the Carroll County Agricultural Land Preservation Advisory Board on November 6, 2019. Subsequently, the Board of County Commissioners granted preliminary approval on January 16, 2020. Notice of Intent to purchase a Conservation Easement on the property has been duly advertised.

The Option signed by the owners provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owners requested to be compensated through an Installment Purchase Agreement and agreed to the purchase price of \$144,284.30. This amount represents 40% of Fair Market Value which will be paid in 20 years, with five percent interest paid annually.

The agreement requires a Resolution by the County Commissioners. Staff is recommending exercising this option. In preparation for settlement, it is now requested that the Board of Commissioners sign the Resolution.

Action:

Discussion/Decision-To exercise an Option to Purchase and to sign a Resolution for an Agricultural Conservation Easement on the Edward Craig Morris and Connie Rae Morris property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercises an Option to Purchase and sign a Resolution for an Agricultural Conservation Easement on the Edward Craig Morris and Connie Rae Morris property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land & Resource Management
Briefing Paper
February 11, 2021
Open Session

Issue:

Briefing/Discussion/Decision – Greens of Westminster Stormwater Management Restoration Budget Increase

Background:

The Bureau of Resource Management (BRM) is requesting your approval to increase the contract for the Greens of Westminster Stormwater Management Restoration project due to a change order request which will elevate the project over the 10% threshold.

The construction contract was awarded to Kibler Construction in the amount of \$655,359.41 on June 4, 2020. The Change Order of \$77,493.53 is to cover the emergency repair expenses related to sinkholes that developed in the bottom of the facility during construction.

This project was approved in the FY 20 CIP with an estimated construction cost of \$730,000 and is partially funded (\$347,340.48) through the Maryland Water Quality Financing Administration.

Action:

Approve the change order in the amount of \$77,493.53 to the Greens of Westminster Stormwater Management Restoration contract.

Staff Recommended Motion:

I move that the Board of County Commissioners approve the change order in the amount of \$77,493.53 to the Greens of Westminster Stormwater Management Restoration contract.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Chris Heyn, Bureau Chief, Bureau of Resource Management

**Economic Development
Briefing Paper
February 11, 2021**

Open Session

Issue:

The Industrial Development Authority has elected not to pursue the annexation and development of the Mt. Airy Business Park (see attached). They are requesting that the County accept the property (as described in the Memorandum of Understanding dated November 2010 and attached).

If the County elects to accept the property, and finds no other government need for it, the property should be declared as “surplus” property. Per County policy, the County should solicit bids from interested parties for the acquisition and development of the property. The RFP should require the submission of a Master Plan showing the design sketch for the entire property.

Background:

The property contains approximately 254.64 acres of land. The property is located in County limits and is zoned R-40,000. The land has high visibility located along MD 27 and is in close proximity to the Washington, DC and Frederick markets.

Briefing Only

Attendees:

Mr. Jack Lyburn, Director, Economic Development

Department of Planning
Briefing Paper
February 11, 2021
Open Session

Issue:

2022 Consolidated Transportation Plan Priority Letter

Background:

The Carroll County Department of Planning annually submits a letter in April to the Maryland Department of Transportation listing the key County transportation priorities for inclusion into the State's Consolidated Transportation Program for the following fiscal year. These projects include capacity enhancing infrastructure, main street revitalization, bicycle and pedestrian trails and County transit needs.

Letter preparation is underway and will be presented to the Board with these priorities for discussion and decision.

Action:

Introductory briefing, no action needed at this time.

Attendees:

Lynda D. Eisenberg, Director
Mary Lane, Planning Manager