

**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 March 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 ~ March 8, 2021**

3:00 p.m. Transit Advisory Council Meeting  
Virtual Meeting  
Commissioner Frazier

**Tuesday ~ March 9, 2021**

9:00 a.m. **Board of County Commissioners Open Session**  
Virtual Meeting

**Item 1**

Legislative Update  
Mike Fowler ~ Legislative Liaison

**Item 2**

[Bid Approval ~ 2021 Hot Mix Asphalt Paving – 1](#)  
Department of Public Works ~ Mr. Jeff Castonguay  
Bureau of Purchasing

**Item 3**

[SAFER Grant Application](#)  
Department of Fire/EMS ~ Mr. Robert McCoy  
Department of Management & Budget ~ Mr. Ted Zaleski

**Item 4**

Request Approval for Application/Acceptance for  
[Hazardous Materials Emergency Preparedness \(HMEP\) Grant](#)  
Department of Public Safety ~ Mr. Scott Campbell

**Tuesday ~ March 9, 2021 (Continued)**

**Item 5**

Budget Overview

Department of Management & Budget ~ Mr. Ted Zaleski

**Public Comment** ~ In light of the COVID-19 virus, anyone planning to make public comment should call +1 (571) 317-3122 + Access Code 490-332-469 to join the meeting.

*1:00 p.m. Bullfrog Road Bridge Replacement Site Visit  
Taneytown, Maryland  
Commissioner Bouchat*

5:00 p.m. Carroll County COVID-19 Vaccination Virtual Town Hall Meeting  
Virtual Meeting  
Commissioner Rothstein with Health Officer Ed Singer

**Wednesday ~ March 10, 2021**

11:00 a.m. Maryland Association of Counties School Funding Discussion, Q & A  
Virtual Meeting  
Commissioners Frazier & Wantz

*1:00 p.m. 310 Tempering Ribbon Cutting  
Westminster, Maryland  
Commissioners Rothstein & Frazier*

3:30 p.m. Governor's Workforce Development Board Meeting  
Virtual Meeting  
Commissioner Rothstein

5:00 p.m. Carroll County Board of Education Board Meeting  
Virtual Meeting  
Commissioner Weaver

*7:00 p.m. Winfield Volunteer Fire Company Board Meeting  
Sykesville, Maryland  
Commissioner Bouchat*

**Thursday ~ March 11, 2021**

**9:00 a.m. Board of County Commissioners Open Session**  
Virtual Meeting

*Priority Carroll*

**Item 1**

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

**Item 2**

Fire/EMS Department Update  
Department of Fire/EMS ~ Mr. Robert McCoy

**Item 3**

Community Needs Assessment Survey Report  
Partnership for a Healthier Carroll County ~ Ms. Dorothy Fox

**Item 4**

Request Approval for FY22 Submission  
[Office of the Problem Solving Courts Grant](#)  
Carroll County Circuit Court ~ Judge Fred S. Hecker  
Department of Management & Budget ~ Mr. Ted Zaleski

**Item 5**

Exploration Commons Financial Presentation  
Carroll County Public Library ~ Ms. Andrea Berstler

**Item 6**

[Proposed Amendments to Chapter 34 – Ethics](#)  
Department of the County Attorney ~ Mr. Tim Burke

**Item 7**

[I-1 Text Amendment for Eldersburg Business Park](#)  
Department of Planning ~ Mr. Lynda Eisenberg  
Department of Land & Resource Management ~ Mr. Tom Devilbiss  
Department of Economic Development ~ Mr. Jack Lyburn

**Thursday ~ March 11, 2021 (Continued)**

**Item 8**

[Request Approval of FY2022 Consolidated Transportation](#)

Plan 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) 240-3311 + Access Code 860-800-853 to join the meeting.

Administrative Session ~ Open

Closed Administrative Session

7:00 p.m. Maryland Municipal League ~ Carroll County Chapter  
Virtual Meeting  
Commissioners Rothstein & Wantz

**Friday ~ March 12, 2021**

**Saturday ~ March 13, 2021**

**Sunday ~ March 14, 2021**

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

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.

## 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 ~ **Tuesday, March 9, 2021 ~ 9:00 a.m.**

**You can also dial in using your phone.**

**United States: +1 (571) 317-3122**

**Access Code: 490-332-469**

\*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.

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DATE: March 1, 2021  
 TO: The Carroll County Board of Commissioners  
 RE: 2021 Hot Mix Asphalt Paving - 1

EXECUTIVE SUMMARY: This project involves full depth reclamation of existing pavement; milling of existing pavement; placement of hot mix asphalt base and surface courses; construction of driveway tie-ins; adjusting and rebuilding of inlets, manholes and value boxes; pipe replacements; filling of shoulder drop-offs; stabilization of disturbed areas; maintenance of traffic; and all incidental work as indicated in the Specifications and Special Provisions. There are twelve roads in this project.

Vendors & Bid Results:

1. C.J. Miller, LLC	Hampstead, MD	\$4,157,258.11
2. Gray & Son, Inc.	Timonium, MD	\$4,993,924.80
3. M.T. Laney Company, Inc.	Eldersburg, MD	\$5,186,177.40
4. Pleasants Construction, Inc.	Clarksburg, MD	\$5,472,597.81

**Staff Recommended Motion:**

I move that the Board of Commissioners award the contract for 2021 Hot Mix Asphalt Paving -1 to C.J. Miller, LLC in the amount of \$4,157,258.11.

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Bureau of Purchasing Date

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Board of Commissioners Date

Commissioner Wantz:       Motion    2<sup>nd</sup>       All in Favor    Denied  
 Commissioner Weaver:    Motion    2<sup>nd</sup>       All in Favor    Denied  
 Commissioner Frazier:    Motion    2<sup>nd</sup>       All in Favor    Denied  
 Commissioner Bouchat:    Motion    2<sup>nd</sup>       All in Favor    Denied  
 Commissioner Rothstein:  Motion    2<sup>nd</sup>       All in Favor    Denied  
 Comments: -  
 \_\_\_\_\_  
 \_\_\_\_\_

Action Taken:  Accepted    Denied    Other:

2021 Hot Mix Asphalt Paving – 1

<b>Road Name</b>	<b>From (0+00)</b>	<b>To</b>
Adams Mill Road	MD 852	Gravel
Bell Road	Uniontown Road	Carroll Lutheran
Feeser Road	Trevanion Road	Crouse Mill Road
Goni Terrace	End North	End South
Jasontown Road 1 Jasontown Road 2	Uniontown Road Springdale Road	New Paved Section John Hyde Road
John Hyde Road	Jasontown Road	Old New Winsor Road
Park Drive	Bond Street	Parkview Terrace
Parkview Terrace	Park Drive	End
Rockland Road North Rockland Road South	Uniontown Road Uniontown Road	End Gravel
Springdale Road	Uniontown Road	Bridge over Little Pipe Creek
Stonesifer Road	Feeser Road	Trevanion Road
Trevanion Road	MD 84	Antrim Blvd.



# Department of Fire/EMS

Briefing Paper

March 9, 2021

Open Session

## Issue:

Application for 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant

## Discussion / Decision

Discussion and Decision

## Background:

The SAFER grant is an annual, competitive opportunity for fire companies across the country to hire new firefighters to support increased compliance with NFPA 1720 structural response standards including reducing response time and increasing trained personnel assembled at the incident scene.

For the current round, there is \$355 million available with an expected 300 awards for an average award of \$1.2 million over 3 years. In this round, there is an emphasis on fire companies and jurisdictions with revenue losses due to COVID and will fund rehiring of firefighters who have been laid off or are in danger of being laid off.

Since the grant instructions were released on 2/8/21, staff has evaluated the opportunity along with the data and fiscal elements needed to submit a competitive application.

While staff are confident SAFER will be a part of the strategic rollout of fire service in the County in future years, our recommendation is to not apply in the current round.

Delaying our application provides time to allow more research and data to prepare a thorough and comprehensive narrative and packet which will improve the probability of a successful application.

## Staff Recommended Motion:

*"I move the Board of Commissioners do not submit an application for the 2020 SAFER Grant (Staffing for Adequate Fire and Emergency Response)"*

## Attendees:

Bob McCoy, Director, Department of Fire/EMS

Debby Standiford, Grants Manager, Dept. of Mgmt. & Budget

# Department of Public Safety

Briefing Paper

March 11, 2021

Open Session

## Issue:

2021-2022 “Hazardous Materials Emergency Preparedness” (HMEP) Grant Application

## Background:

HMEP grant funds, provided by the U.S Department of Transportation Pipeline and Hazardous Material Safety Administration and administered by the Maryland Emergency Management Agency (MEMA), are used to increase state and local effectiveness in safely and efficiently handling hazardous materials incidents, enhance implementation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA), as well as encourage a comprehensive approach to emergency training and planning.

The proposed application requests \$18,699 for training initiatives in cooperation and coordination with the Carroll County *Hazardous Materials Response Team*. The proposed project has a performance period of September 30, 2021 - September 29, 2022. The application requires a 25% match of the grant request, or \$4,674.75. The match will be provided through previously budgeted funds as an in-kind contribution; as such, no additional County funds are required.

## Proposed Budget

Grant Request (Federal)	\$ 18,699.00
County Match (In-Kind)	\$ 4,674.75
<b>Total Project</b>	<b>\$ 23,373.75</b>

## Action:

Discussion/Possible Decision

## Staff-Recommended Motion:

*“I move that the Board of Commissioners approve the 2021-2022 Hazardous Materials Emergency Preparedness (HMEP) Grant Application to MEMA, as well as accept these grant funds, if awarded”*

## Attendees:

Scott Campbell, Director, Department of Public Safety  
Valerie Hawkins, Manager, Emergency Management/DPS  
Robert McCoy, Director, Department of Fire & EMS

## Circuit Court/Adult Drug Court (CCADC)

### Briefing Paper

03/11/21

### Open Session

**Issue:** FY 2022 Discretionary Grant Application and Acceptance of Award

**Background:** CCADC, a court-operated program under the direction of the Carroll County Circuit Court, is a coordinated effort to identify adult non-violent substance abusing offenders who live in Carroll County and place them under strict court monitoring and community supervision, coupled with effective substance abuse treatment and referrals to supportive services. Participants in CCADC typically have a significant number of arrests related to their addiction, multiple criminal cases, periods of unsuccessful supervision, lengthy periods of incarceration and multiple failures at substance abuse treatment.

Since April 2007, the CCADC has accepted four hundred and sixty-eight (468) individuals with two hundred and forty seven (247) participants successfully completing the program and thirty (30) current participants. Those who successfully complete the 13-month program, as well as the current participants, significantly reduce their substance use, time of incarceration and further involvement in the criminal justice system.

Grant funding has covered the vast majority of the cost of the CCADC since its inception. The CCADC has also successfully applied for federal grant funds and used community fundraising to cover program costs.

#### FY22 Application Budget

	<b>OPSC Grant Request</b>
Salary & Benefits: Coordinator, Full-time and Part-time Case Manager	\$191,669.43
Consultants/Contracts	\$81,116.60
Supplies/Software	\$43,145.60
Staff Training/Travel	\$9,370.48
<b>Total Grant Request</b>	<b>\$325,302.11</b>
<b>County Cash Match*</b>	<b>\$4,745</b>
<b>Total Program</b>	<b>\$330,047.11</b>

\*For expenses ineligible for grant funding

**Action:** Briefing/Discussion/Decision

#### **Staff-Recommended Motion:**

I move that the Board of Commissioners approve the submission of the FY22 Office of Problem Solving Court's Discretionary grant application and accept the award.

#### **Attendees:**

Judge Fred S. Hecker, Administrative Judge, Circuit Court  
Dena Black, Drug Court Coordinator, Circuit Court  
Debby Standiford, Grants Manager, Management and Budget

**Department of the County Attorney**  
**Briefing Paper**  
**Thursday, March 11, 2021**  
**Discussion, Deliberation, and Possible Adoption of Ordinance**

**Issue:**

Discussion, deliberation, and possible adoption of proposed Ordinance amending Chapter 34, Ethics Ordinance (Annual Certification Requirement).

**Background:**

The Board held a public hearing on Thursday, February 25, 2021 to hear comments regarding annual certification related requirements to Chapter 34, Ethics. Specifically, changes were made to the state ethics law in 2017 which are not included in our local ethics ordinance but are required to be. The proposed changes include **a)** removal of “exchange-traded funds” and “mutual funds” in the definition of “Interest” (this is an optional change); **b)** an expansion of the post-employment provision covering all local elected officials (not just legislative ones) (§ 34.08(A)(4)); **c)** adding three specific circumstances that constitute violations of the prestige of office provision (this is an optional change) (§ 34.08(E)); **d)** a reverse post-employment restriction for lobbyists (§ 34.08(D)(2)); **e)** increasing the number of days from two to eight for overdue financial disclosure statements for candidates before the candidate is deemed to have withdrawn the candidacy (§ 34.11(B)(4)); and **f)** the removal of § 34.09 regulating Participation in Procurement. In addition to the proposed amendments listed above, it was also proposed that the County replace the existing lengthy § 34.13, Lobbying, with a shorter version that is also permitted under the State Ethics Law.

**Action:**

Discuss, deliberate, and possibly adopt the Ordinance repealing and replacing Chapter 34, Ethics.

**Staff recommended motion:**

*I move that the Board adopt the proposed amendments to Chapter 34, Ethics.*

**Attendees:**

Tim Burke, County Attorney

# **Department of Planning**

## **Briefing Paper**

**March 11, 2021**

### **Open Session**

#### **Issue:**

Introduction of a proposed text amendment to the I-1 district to modify the industrial park provision, section 158.156.

#### **Background:**

On February 6, 2021 Brooks Leahy submitted a text amendment proposal for the I-1 with proposed modification to section 158.156, Industrial Park. The modification would modify how an Industrial Park is defined and to allow medical/dental centers to the list of allowable uses, without a percentage limit.

#### **Staff Recommended Motion:**

I move that the Board of County Commissioners forward the text amendment proposal to the Planning and Zoning Commission for their consideration and recommendation.

#### **Attending:**

Lynda Eisenberg, Director of Planning  
Tom Devilbiss, Director of Land and Resource Management  
Jack Lyburn, Director of Economic Development

# **Department of Planning**

## **Briefing Paper**

**March 11, 2021**

### **Open Session**

#### **Issue:**

2022 Consolidated Transportation Plan Priority Letter - Discussion and Decision

#### **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.

A Commissioner briefing was held on February 11th and March 4th, 2021, reviewing the prior year's letter, and going over new items. A new letter was prepared incorporating these points and was sent to the Commissioners for review and discuss.

#### **Action:**

Approved the FY 2022 2022 Consolidated Transportation Plan Priority Letter and forward to the County's state delegation for their endorsement.

#### **Staff Recommended Motion:**

I move that the Board of County Commissioners approve the FY 2022 Consolidated Transportation Plan Priority Letter and forward to the County's state delegation for their endorsement.

#### **Attendees:**

Lynda D. Eisenberg, Director  
Mary Lane, Planning Manager