



# Board of Carroll County Commissioners

County Office Building  
Westminster, MD 21157

## Open Session

[www.ccgovernment.carr.org](http://www.ccgovernment.carr.org)

~ Minutes ~

Admin

Thursday, March 9, 2017

10:00 AM

County Office Building Rm 311

### I. Call to Order

Attendee Name	Organization	Title	Status	Arrived
Richard Weaver	Board of Carroll County Commissioners	President	Present	
Dennis Frazier	Board of Carroll County Commissioners	Vice-President	Present	
Stephen Wantz	Board of Carroll County Commissioners	Secretary	Present	
Richard Rothschild	Board of Carroll County Commissioners	Commissioner	Present	
Doug Howard	Board of Carroll County Commissioners	Commissioner	Present	

### II. Invocation ~ Commissioner Frazier

### III. Positively Carroll

### IV. Public Comment ~ Item No.V

None

### V. Briefing/Discussion/Decision ~ Bid Approval - Pipe Culvert Repairs and Replacement

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for the above project to Thomas, Bennett & Hunter, Inc., in the amount of \$524,804.00. This is within the project budget and no additional funds will be needed. The cost estimate on this project was \$538,901.00

Number of Bids: 6

Vendors and Bid Results:

1. Thomas, Bennett & Hunter - \$524,804.00
2. Conewago Enterprises, Inc. - \$653,912.00
3. Hi-Tek Construction - \*\$700,753.00
4. C.J. Miller, LLC. - \$784,778.10
5. Image Asphalt Maintenance, Inc. - \$855,425.00
6. DSM Properties, LLC - Non-Responsive

\*Hi-Tek Construction's bid contained one error. Corrected total shown above. DSM Properties, LLC submitted incorrect bidding documents which resulted in a Non-Responsive bid.

1. **Motion To:** award and authorize the Bureau of Purchasing to move forward to obtain legally sufficient contract documents for signing by Jeff Castonguay, Director, Public Works

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Stephen Wantz, Secretary
<b>SECONDER:</b>	Dennis Frazier, Vice-President
<b>AYES:</b>	Weaver, Frazier, Wantz, Rothschild, Howard

## VI. Public Comment ~ Item No. VII

None

## VII. Additional Discussion ~ Charles Carroll School

On August 25, 2016 the Commissioners were briefed on the current status and costs associated with maintaining and using Charles Carroll Elementary School. On December 15, 2016 staff met with the Commissioners to discuss possible uses for this building. On January 19, 2017 during Administrative Session, the Board directed staff to look into the costs associated with options as listed below:

1. Demo the entire building and replace with a building that would meet the current needs of Charles Carroll Programs.
2. Demo all but the 1973 addition and renovate that space accordingly.

On February 28, 2017 staff presented the 2 options listed above for discussion. Staff will review the 2 options along with a modified Option B.

## VIII. Public Comment ~ Item No. IX

None

## IX. Briefing/Discussion/Decision ~ Request Approval for the FY2018 Application for Senior Citizen Center Operating Fund Grant

The Human Services Article '10-513 through 10-516' of the Annotated Code of Maryland established the Senior Citizen Activities Center Operating Fund (SCOF) under the administration of the Maryland Department of Aging (MDOA). MDOA has identified that each county will receive a minimum of \$5,000 for the non-competitive side of this grant opportunity, with Carroll County's pre-determined award designated as \$12,432.00. In FY17 Carroll County applied and was successful, receiving an award of \$8,000 for County WiFi expansion in the 5 Senior Centers. Our FY18 non-competitive application would support a new innovative senior center program that we are proposing to implement for the first time. An evidence based program entitled 'Moving for Better Balance' for implementation in Carroll County's five Senior & Community Centers.

If funded, the grant would allow each senior center to offer 12 week sessions of an evidence based program entitled 'Moving for Better Balance'. This program is designed to improve strength, mobility, flexibility, and balance for enhanced overall physical health and better functioning in daily activities. Participation in the program may also result in better mental health, reduced stress, improved memory, and cognition, and increased self-esteem. It is our hope to be able to partner with the YMCA to offer this program in our senior centers.

1. **Motion To:** approve the application to the FY18 Senior Citizens Activities Center Operating Fund Grant in the amount of \$12,432.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Dennis Frazier, Vice-President
<b>SECONDER:</b>	Doug Howard, Commissioner
<b>AYES:</b>	Weaver, Frazier, Wantz, Rothschild, Howard

## X. Public Comment ~ Item No. XI

### XI. Briefing/Discussion/Decision ~ Request Approval for the FY2018 Application for Senior Citizen Center Operating Fund Grant (Competitive Allocation) in the amount of \$26,900.00

The Human Services Article '10-513 through 10-516' of the Annotated Code of Maryland established the Senior Citizen Activities Center Operating Fund (SCOF) under the administration of the Maryland Department of Aging. MDOA has identified that \$100,000 will be distributed based on a competitive process. In FY17, Carroll County received a competitive award through the SCOF Grant of \$8,000 that provided County WiFi expansion in our 5 senior centers. In FY18, Carroll County's competitive application would request funding for relocating the coffee bar at the Westminster Senior Center to provide additional space for the existing meal service/programming in the dining room.

If funded, the grant would allow the program to move the location of the coffee bar. The relocation would include movement of the coffee bar from a heavily trafficked area by the meal service window to an alcove in the dining room. This would provide for more streamlined meal service delivery as well as additional seating and space in the dining room. An estimated increase of 16 seats would be provided. There has been an increase in the use of mobility devices. These devices require additional space in the dining and programming areas. The number of participants the dining room can accommodate has been reduced over the years due to the increased space required for safe ambulation.

- 1. Motion To:** approve the application to the FY18 Senior Citizens Activities Center Operating Fund Grant (Competitive Application) for \$26, 969.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Dennis Frazier, Vice-President
<b>SECONDER:</b>	Doug Howard, Commissioner
<b>AYES:</b>	Weaver, Frazier, Wantz, Rothschild, Howard

## XII. Public Comment ~ Item No. XIII

None

### XIII. Briefing/Discussion/Possible Decision ~ Request Approval for the FY2018 Renewal of Inter-Agency Family Preservation Contract - Effective July 1, 2017 – June 30, 2018

The Carroll County Local Management Board is requesting approval to renew \$395,833 from DHR for the Interagency Family Preservation Program. This program is an intensive, in-home services program to prevent out-of-home placement of children and youth. Since 2013, the program has been operated through a partnership between Carroll County Youth Service Bureau, Carroll County Department of Social Services and the Carroll County Local Management Board.

Interagency Family Preservation (IAFP) provides 24-hour services to high-risk families, consisting of a licensed clinician and a mental health worker who provide treatment in the client's home. Its' purpose is to prevent out-of-home placement of children by improving the safety and stability of the family unit while utilizing community resources and maintaining self-sufficiency. IAFP served 50 families in FY2016. 70% of those families achieved a positive change in family functioning, and 80% of those families did not have a child placed out-of-home in the 12 months following treatment.

- 1. **Motion To:** approve the renewal of the Grant for Interagency Family Preservation Program in the amount of \$395,833.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Dennis Frazier, Vice-President
<b>SECONDER:</b>	Doug Howard, Commissioner
<b>AYES:</b>	Weaver, Frazier, Wantz, Rothschild, Howard

**XIV. Public Comment**

Citizen comment(s): a citizen made a comment thanking the Commissioners for the good jobs they do.

**XV. Approval/Adoption of Minutes**

- 1. **Tuesday, February 28, 2017**

<b>RESULT:</b>	<b>ACCEPTED [4 TO 0]</b>
<b>MOVER:</b>	Dennis Frazier, Vice-President
<b>SECONDER:</b>	Richard Weaver, President
<b>AYES:</b>	Richard Weaver, Dennis Frazier, Stephen Wantz, Richard Rothschild
<b>ABSTAIN:</b>	Doug Howard

- 2. **Thursday, March 02, 2017**

<b>RESULT:</b>	<b>ACCEPTED [4 TO 0]</b>
<b>MOVER:</b>	Dennis Frazier, Vice-President
<b>SECONDER:</b>	Richard Rothschild, Commissioner
<b>AYES:</b>	Richard Weaver, Dennis Frazier, Stephen Wantz, Richard Rothschild
<b>ABSTAIN:</b>	Doug Howard

**XVI. Administrative Session ~ Open**

The following issues were discussed:

- 1. Review of draft public agendas for the weeks of March 13, 2017 and March 20, 2017
- 2. Signing of Documents

**XVII. Recess ~ 11:26 AM**

- 1. **Motion To:** recess until 1:15 PM

**RESULT:**        **ADOPTED [UNANIMOUS]**  
**MOVER:**        Doug Howard, Commissioner  
**SECONDER:**    Dennis Frazier, Vice-President  
**AYES:**         Weaver, Frazier, Wantz, Rothschild, Howard