

**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  
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 April 17, 2017**

**Revision 3 dated April 19, 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 ~ April 17, 2017**

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

**Item 1**

Proposed Budget Workshop  
Department of Management & Budget ~ Mr. Ted Zaleski

**Public Comment**

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

**Item 2**

Proposed Budget Workshop  
Department of Management & Budget ~ Mr. Ted Zaleski

**Public Comment**

**Tuesday ~ April 18, 2017**

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

**Item 1**

Legislative Wrap-Up Briefing  
Department of Planning ~ Mr. Phil Hager

**Public Comment**

10:00 a.m. Planning & Zoning Commission Meeting  
County Office Building ~ Reagan Room  
Commissioner Frazier

*2:00 p.m. Veterans Advisory Meeting*  
*Carroll County Department of Social Services ~ Westminster, Maryland*  
*Commissioners Weaver & Howard*

**Wednesday ~ April 19, 2017**

*11:45 a.m. Mt. Airy Senior Center Volunteer Recognition Celebration*  
*Mt. Airy, Maryland*  
*Commissioner Rothschild*

**2:30 p.m. Board of County Commissioners Open Session**  
County Office Building ~ Reagan Room

**Item 1**

Proposed Budget Workshop  
Department of Management & Budget ~ Mr. Ted Zaleksi

**Public Comment**

**Wednesday ~ April 19, 2017 (Continued)**

6:00 p.m. *Carroll Community College Board Meeting/Dinner  
Westminster, Maryland  
Commissioner Wantz*

6:30 p.m. *Carroll County Land Trust Annual Meeting  
Westminster, Maryland  
Commissioners Weaver & Rothschild*

**Thursday ~ April 20, 2017**

~~8:30 a.m. Board of County Commissioners Closed Administrative Session~~

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

*Positively Carroll*

**Item 1**

Public Comment on this item  
Briefing/Discussion  
Water & Sewer Rates  
Department of the Comptroller ~ Mr. Robert Burk

**Item 2**

Public Comment on this item  
Discussion/Decision  
[Westminster Annexation No. 69 WWTP](#)  
Department of Planning ~ Mr. Phil Hager

**Item 3**

Public Comment on this item  
Briefing/Discussion/Possible Decision  
[Bid Approval ~ Replace Four \(4\) Trane Units](#) with  
Four (4) York RTU Units at the  
Carroll County Health Department  
Department of Public Works ~ Mr. Jeff Castonguay  
Bureau of Purchasing ~ Mr. Mike Myers

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

**Thursday ~ April 20, 2017 (Continued)**

- 12:00 p.m.     *Carroll County Chamber of Commerce  
Legislative Wrap-Up Luncheon  
South Carroll Swim Club ~ Westminster, Maryland  
Commissioner Rothschild*
- 6:00 p.m.     *Boys & Girls Club Build Campaign Kick-Off Event  
Westminster, Maryland  
Commissioners Frazier, Wantz, Howard & Rothschild*
- 6:30 p.m.     *Baltimore & Ohio Railroad Historical Society Building Dedication  
Sykesville, Maryland  
Commissioner Weaver*

**Friday ~ April 21, 2017**

- 10:30 a.m.    *North Carroll Senior Center Volunteer Recognition Celebration  
Hampstead, Maryland  
Commissioner Weaver*
- 6:30 p.m.     *Carroll County Public Library Battle of the Books  
Century High School ~ Sykesville, Maryland  
Commissioner Howard*
- 6:30 p.m.     *Carroll County Public Library Battle of the Books  
Francis Scott Key High School ~ Union Bridge, Maryland  
Commissioner Wantz*
- 7:00 p.m.     *Carroll County 4-H Achievement Program  
Westminster, Maryland  
Commissioners Weaver & Frazier*

**Saturday ~ April 22, 2017**

**Sunday ~ April 23, 2017**

8:05 a.m.      “The Commissioners’ Report” – WTTR  
Commissioner Rothschild

*12:00 p.m.      Gamber & Community Fire Company Public Safety Open House  
Gamber, Maryland  
Commissioners Weaver & 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*

# Department of Planning

## Briefing Paper

April 20, 2017

### Open Session

#### Issue:

Discussion/Deliberation: Westminster Annexation No. 69 - Westminster Wastewater Treatment Plant

#### Background:

The City of Westminster is currently processing annexation request No. 69- Westminster Wastewater Treatment Plan. This annexation area consists of 15.9705 acres (12.5234 acres owned by Mayor and Common Council of Westminster and 3.550 acres owned by State Highway Administration). The subject properties are located on the Southwestern side of Old New Windsor Pike (MD 852) near the intersection of New Windsor Road (MD 31). The property to be annexed is contiguous to the boundary line of the existing corporate limits for the City of Westminster. The annexation area is in the County's "**I-G**" **General Industrial and "C" Conservation Zoning Districts** and has a land use designation in the *2007 Westminster Environs Community Comprehensive Plan* as "**I-G**" **General Industrial and "C" Conservation.**" The City has indicated its intent to place the annexation area in the "**I-G**" **General Industrial Zoning District**. The requested change in the zoning districts will significantly change the zoning, so a zoning waiver is required.

A full staff report was presented to the Planning and Zoning Commission on March 21, 2017. Following their review, the Planning and Zoning Commission is forwarding this report to the Board of County Commissioners for their review and concurrence. The Board also heard the staff report regarding this annexation on April 13, 2017. A comment letter with the Board's signatures will be sent to the City.

**Staff Recommended Motion:** I move that the Board Approve the required zoning waiver and Approve, Sign and Forward the Comment Letter to the City of Westminster regarding Annexation No. 69 - Westminster Wastewater Treatment Plant.

#### Attendees:

Lynda Eisenberg, Bureau Chief, Comprehensive Planning  
Andrea Gerhard, Bureau of Comprehensive Planning

DATE: April 11, 2017  
 TO: The Carroll County Board of Commissioners  
 RE: Replace Four (4) Trane Units with Four (4) York RTU Units at the Carroll County Health Department -- 78-F-4-16/17

**EXECUTIVE SUMMARY:**

The Carroll County Bureau of Purchasing solicited bids from qualified contractors to **replace four (4) Trane units with four (4) York RTU units.** The heat pumps meet all EPA standards. This will be a turnkey job on site at the Carroll County Health Department located at 290 South Center Street, Westminster MD.

Bureau of Facilities in cooperation with the Bureau of Purchasing recommends award for the above project to be awarded to **Johnson Controls Inc. in the amount of \$214,957.00.** Emcor Services and Sagamore Mechanical Services provided lower bids but did not meet the specifications.. This is within the project budget and no additional funds will be needed.

Number of Bids: Two (2)

Vendors & Bid Results:	1. Emcor Services	\$206,064.00	
	2. Rommel Cranston Construction	\$237,888.00	
	<b>3. Johnson Controls Inc.</b>	<b>\$214,957.00</b>	<b>AWARDED</b>
	4. Mick's Heating and Plumbing	\$251,000.00	
	5. M&E Sales	\$248,484.00	
	6. Sagamore Mechanical Services	\$212,596.00	

Received Budget Approval:  Yes      Comments:

Debarment & suspension check completed and this business is in good standing:  Approved  
Business is in good standing with the Maryland Department of Assessment and Taxation:  Approved  
Business is in good standing with Carroll County Collections Office:  Approved

**Staff Recommended Motion:**

I move that the Board of Commissioners concur with award to **Johnson Controls Inc. @ \$214,957.00** and authorize the Bureau of Purchasing to move forward to obtain legally sufficient contract documents for signing by Jeffrey D. Castonguay, Director, Public Works.

\_\_\_\_\_  
 Bureau of Purchasing Date

\_\_\_\_\_  
 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 Rothschild:    Motion    2<sup>nd</sup>    All in Favor    Denied  
 Commissioner Howard:    Motion    2<sup>nd</sup>    All in Favor    Denied

Comments: \_\_\_\_\_  
 \_\_\_\_\_

Action Taken:  Accepted    Denied    Other: \_\_\_\_\_