

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
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MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of October 30, 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 ~ October 30, 2017

Tuesday ~ October 31, 2017

Wednesday ~ November 1, 2017

6:00 p.m. Planning & Zoning Commission Meeting
County Office Building ~ Reagan Room
Commissioner Frazier

Thursday ~ November 2, 2017

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

Thursday ~ November 2, 2017 (Continued)

Item 1

Public Comment on this item
Additional Briefing/Discussion
[Exercise Option to Purchase 6306 Hemlock Drive](#)
Department of Planning ~ Ms. Lynda Eisenberg

Item 2

Public Comment on this item
Briefing/Discussion
State Re-Certification of Carroll County
[Agricultural Land Preservation Program](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 3

Public Comment on this item
Discussion/Decision
[Environmental Advisory Council \(EAC\)](#)
By-Laws Amendments
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 4

Public Comment on this item
Briefing/Discussion
[Future of Broadband](#)
Department of Technology Services ~ Mr. Mark Ripper

Item 5

Public Comment on this item
Briefing/Discussion/Decision
Bid Approval ~ Paving for the Re-surfacing
of the [Taneytown Library Parking Lot](#)
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Item 6

Public Comment on this item
Briefing/Discussion/Decision
Bid Approval ~ Furnish and Install New
[Heat Pumps at Bear Branch Nature Center](#)
Department of Public Works ~ Mr. Jeff Castonguay
Bureau of Purchasing ~ Mr. Mike Myers

Thursday ~ November 2, 2017 (Continued)

Item 7

Public Comment on this item

Briefing/Discussion

[Park Fees & New Veterans Discount Program](#)

Department of Recreation & Parks ~ Mr. Jeff Degitz

Item 8

Public Comment on this item

Briefing/Discussion/Possible Decision

[Resolution to Re-Allocate Prior Bond Proceeds](#)

Department of the Comptroller ~ Mr. Robert Burk

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

5:00 p.m. *Carroll County Sheriff's Office Training Academy Open House
North Carroll High School ~ Hampstead, Maryland
Commissioners Weaver, Frazier, Howard & Rothschild*

7:00 p.m. *Carroll County Recreation & Parks Volunteer Appreciation Award Ceremony
Carroll Arts Center ~ Westminster, Maryland
Commissioners Weaver, Frazier & Rothschild*

Friday ~ November 3, 2017

Saturday ~ November 4, 2017

10:00 a.m. *Silver Linings Lavender Grand Opening
Westminster, Maryland
Commissioner Frazier*

Sunday ~ November 5, 2017

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

*1:30 p.m. Eagle Scout Court of Honor Ceremony
Finksburg Branch Library ~ Finksburg, Maryland
Commissioner 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

November 2, 2017

Open Session

Issue:

Purchase 6306 Hemlock Drive

Background:

Dickenson Road is an important secondary East West feeder road whose intended purpose is to take traffic off of Liberty Road while facilitating access to businesses along the Liberty Road commercial district. This roadway alignment has been shown on County planning maps for several decades and a portion of this road has already been constructed and is serving its intended purpose. Continued progress is dependent upon the acquisition of properties within the proposed roadway alignment. One of those properties was recently put up for sale and staff is advocating the use of funds currently on hand for immediate acquisition. The purpose of this briefing is to request the purchase of 6306 W. Hemlock Drive to continue the progress on this important piece of transportation infrastructure.

Action:

Exercise Option to Purchase 6306 Hemlock Drive

Staff Recommended Motion:

I Move that the Board exercise the option to purchase 6306 W. Hemlock Drive and to schedule settlement.

Attendees:

Lynda Eisenberg, Acting Director, Comprehensive Planning

Department of Land & Resource Management

Briefing Paper

November 2, 2017

Open Session

Issue:

Briefing/Discussion – State Re-Certification of the Carroll County Agricultural Land Preservation Program

Background:

The Carroll County Agricultural Land Preservation Program is currently certified by the State of Maryland as meeting qualifications to retain 75% of revenues from the Agricultural Land Transfer Tax, rather than 33% for non-certified counties. The Program has prepared a report that contains the information needed for the County Program to retain its certification, which must be renewed every three years. The Agricultural Land Preservation Advisory Board reviewed and approved the report for submission at its meeting on October 11, 2017.

Action:

Briefing/Discussion – The Board of County Commissioners is requested to review the State Re-Certification Report of the Carroll County Agricultural Land Preservation Program.

Attendees:

Thomas Devilbiss, Director, Department of Land & Resource Management
Deb Bowers, Program Manager, Agricultural Land Preservation Program
J.P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land & Resource Management

Briefing Paper

November 2, 2017

Open Session

Issue:

Discussion/Decision - Environmental Advisory Council (EAC) Bylaws Amendments

Background:

The EAC has proposed updates to its bylaws in response to the Board's request. These proposed changes were introduced to the Board on October 19, 2017. The Board will discuss the proposed revisions and potentially approve the amended bylaws.

Action:

Approval of amended bylaws.

Motion:

I move that the Board of Commissioners approves the amended Environmental Advisory Council bylaws.

Attendees:

Thomas Devilbiss, Director, Department of Land & Resource Management
Brenda Dinne, Special Projects Coordinator, Department of Land & Resource Management

Department of Technology Services
Briefing Paper
November 2, 2017
Open Session

Briefing/Discussion: Future of Broadband – Interim Committee Report

Background: The purpose of this briefing is to provide the Commissioners with what progress has been made by the Future of Broadband Committee.

Current Options being considered:

- Business Parks
 - Eldersburg Business Center, MD32 & Progress Way, Eldersburg
 - Liberty Exchange, 438 Old Liberty Road, Eldersburg
 - Twin Arch Industrial Park, Century Drive, Mt. Airy
 - Warfield Complex, MD32 & Main Street, Sykesville
- Service Provider Grant Program
- Construction of Conduit in Municipalities (Street Scape)

Action: Provide any additional guidance to the committee.

Staff-Recommended Motion:
Discussion only.

Attendees: Mark Ripper, Director ~ Department of Technology Services
Broadband Committee Members

Denise Beaver, Paige Sunderland, Kevin Brown (Quantam), Teresa Bethune (Freedom)

Brian Holsonbake, Brian Hackenberg, Ken Davis (Kennedy Krieger)

Underground - \$142,560 per mile, \$27 per foot

Ariel \$90,000 per mile, \$17 per foot (Pole Renewal)

DATE: October 24, 2017

TO: The Carroll County Board of Commissioners

RE: Paving for the Re-surfacing of the Taneytown Library Parking Lot

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Facilities requests your concurrence to award Highland Turf, Inc. (HTI) a purchase order to proceed with the Re-surfacing of the Taneytown Library Parking Lot in the amount of \$54,645.00.

The project received three bids from local contractors and we request award be made to the contractor submitting the lowest bid as follows.

Vendors & Results:

Highland Turf	Finksburg, MD	\$54,645.00
CJ Miller	Hampstead, MD	\$55,000.00
MT Laney	Eldersburg, MD	\$69,390.00

Staff Recommended Motion:

I move that the Board of Commissioners approve the award to HTI for the Re-surfacing of the Taneytown Library Parking Lot 54,645.00.

Bureau of Purchasing Date

Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: _____				
Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other: _____				

DATE: October 25, 2017

TO: The Carroll County Board of Commissioners

RE: Furnish and Install New Heat Pumps at Bear Branch Nature Center

EXECUTIVE SUMMARY:

The Carroll County Bureau of purchasing in cooperation with the Bureau of Facilities request your concurrence to award Johnson Control Inc. not to exceed the amount of \$66,885.00. This purchase is to provide all the necessary labor and materials to Furnish and Install New Heat Pumps at Bear Branch Nature Center.

Vendors:

Johnson Control Inc.	\$66,885.00	
Mick's Plumbing, Heating and Air	\$46,055.00	(Did not meet specifications)
Sagamore Mechanical Services, Inc.	\$88,761.00	

Staff Recommended Motion:

I move that the Board of Commissioners approve the award to Johnson Control Inc. for the purchase and installation of New Heat Pumps at Bear Branch Nature Center.

Bureau of Purchasing Date

Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Comments: -				

Action Taken: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Other:				

Department of Recreation and Parks
Briefing Paper
Thursday, November 2, 2017
Open Session

Issue: Park Fees and Proposed Military & Veterans Program (MVP) Discount

Review of current revenues and fee schedule at major park facilities and proposed new military & veteran discount program

Background:

Every three years, the Department of Recreation and Parks reviews the current fee schedule and cost recovery goals for the major park facilities. Once the review is completed, a new recommended fee schedule will be brought to the Commissioners for their approval. As a part of this review, a proposed new Military and Veteran Program (MVP) with associated fee reductions will be discussed as a means to support the Commissioners' initiative to make Carroll County "veteran friendly".

Action:

Briefing only

Attendees:

Jeff R. Degitz, Director, Department of Recreation and Parks

**Department of the Comptroller
Briefing Paper
November 2, 2017
Open Session**

Issue: Resolution to Re-Allocate Prior Bond Proceeds

Background: On October 5th I briefed the Board regarding the status of our bond financing and my recommendation that it is unnecessary to conduct a bond sale this year. As part of that process, we have identified available bond issue proceeds from prior bond sales that will satisfy the reimbursement of our spending through at least August 31st. When the prior bonds were issued, the expected use of proceeds was identified by function. In order to fully spend the prior bond proceeds, I am recommending that we re-allocate the proceeds within the necessary functions. This is a net transaction of existing bonds, no new borrowing is created. Representatives from our Bond Counsel firm are available to assist with the process and answer any questions.

Action: Briefing / Discussion / Possible Decision to re-allocate prior bond proceeds.

Staff-Recommended Motion: I move that the Board of Commissioners adopt the resolution to re-allocate prior bond proceeds as presented by the Bond Counsel.

Attendees: Robert Burk, Department of the Comptroller
David Gregory, Bond Counsel