

Board of County Commissioners

Stephen A. Wantz, *President*
Ed Rothstein, *Vice President*
C. Richard Weaver, *2nd Vice President*
C. Eric Bouchat
Dennis E. Frazier



Carroll County Government

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Westminster, Maryland 21157
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Notice of Commissioner Meetings & Agenda for the Week of July 8, 2019

Revision 1 dated July 8, 2019

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 ~ July 8, 2019

3:00 p.m. Transit Advisory Council Meeting
County Office Building ~ Reagan Room
Commissioner Frazier

7:00 pm. *“Walk with your Commissioner” to celebrate Rec & Parks Month*
Krimgold Park ~ Woodbine, Maryland
Commissioner Bouchat

7:30 p.m. *Taneytown Town Council Meeting*
Taneytown, Maryland
Commissioner Wantz

Tuesday ~ July 9, 2019

10:00 a.m. **Board of County Commissioners Open Work Session**
County Office Building ~ Room 311

Item 1

Comprehensive Rezoning
Department of Planning ~ Ms. Lynda Eisenberg

Administrative Session ~ Open

Tuesday ~ July 9, 2019 (Continued)

6:00 p.m. *Partnership for a Healthier Carroll County “A Walk in the Park”
Freedom Park ~ Sykesville, Maryland
Commissioner Frazier*

7:30 p.m. *Manchester Town Council Meeting
Manchester, Maryland
Commissioner Wantz*

Wednesday ~ July 10, 2019

9:00 a.m. *Opioid Prevention Coalition Meeting
Westminster, Maryland
Commissioners Bouchat & Frazier*

10:00 a.m. *Maryland Association of Counties Initiatives Committee Meeting
Annapolis, Maryland
Commissioner Wantz*

11:00 a.m. *Maryland Association of Counties Interim Legislative Committee Meeting
Annapolis, Maryland
Commissioners Wantz & Rothstein*

5:00 p.m. *Board of Education Board Meeting
Westminster, Maryland
Commissioner Weaver*

7:00 p.m. *“Walk with your Commissioner” to celebrate Rec & Parks Month
Cape Horn Park ~ Hampstead, Maryland
Commissioner Wantz*

Thursday ~ July 11, 2019

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

Thursday ~ July 11, 2019 (Continued)

Item 1

Public Comment on this item

Briefing/Discussion

[Transportation Development Plan Presentation](#)

Department of Public Works ~ Mr. Jeff Castonguay

Item 2

Public Comment on this item

Briefing/Discussion/Decision

Piney Run Watershed Plan Contract Award

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Bureau of Purchasing ~ Mr. Mike Myers

Item 3

Public Comment on this item

Briefing/Discussion/Decision

[Grant Award for Carroll County Stormwater](#)

Management Restoration Projects

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Department of Management & Budget ~ Mr. Ted Zaleski

Item 4

Public Comment on this item

Briefing/Discussion/Decision

[Bid Approval ~ Playground for Carroll County Farm Museum](#)

Department of Economic Development ~ Mr. Jack Lyburn

Bureau of Purchasing ~ Mr. Mike Myers

Item 5

Public Comment on this item

Briefing/Discussion/Possible Decision

[County Ordinance Modification \(02-06\) Procurement](#)

Carroll County Health Department ~ Mr. Ed Singer

Item 6

[BCC sitting as the Board of Health](#)

Public Comment

Administrative Session ~ Open

Thursday ~ July 11, 2019 (Continued)

1:30 p.m. **Board of County Commissioners Open Work Session**
1:00 p.m. County Office Building ~ Room 311

Item 7

Comprehensive Rezoning
Department of Planning ~ Ms. Lynda Eisenberg

Friday ~ July 12, 2019

*8:00 a.m. Annual Chamber of Commerce Golf Tournament
The Links at Challedon ~ Mt. Airy, Maryland
Commissioner Rothstein*

Saturday ~ July 13, 2019

Sunday ~ July 14, 2019

7:05 a.m. “The Commissioners’ Report” – WTTR
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.

Department of Public Works
Briefing Paper
July 11, 2019
Open Session

Issue: Transportation Development Plan Presentation

Background: The Transportation Development Plan (TDP) is the result of a planning process that should be undertaken on a periodic basis by every transit system. The TDP process builds upon Carroll County's goals and objectives for transit, provides a review and assessment of current transit services, identifies unmet transit needs, and develops an appropriate course of action to address the objectives. The completed TDP for Carroll County will serve as a guide for implementing service and/or organizational changes, improvements, and/or potential expansion during the next five-year period. The most recent TDP for Carroll County was completed in 2012.

The company responsible for compiling the TDP (KFH Group) has prepared the first three technical memorandum which introduces the TDP process, provides background on the planning process and study goals, and summarizes other planning documents that are relevant to planning public transportation services in Carroll County. KFH will provide an overview presentation of these memoranda for the Boards comments.

Action: Briefing/Discussion

Staff Recommended Motion: None

Attendees: Jeff Castonguay, Director, Public Works
 Stacey Nash, Transportation Grants Coordinator
 Lib Rood, KFH Group (TDP Vendor)

Department of Land & Resource Management
Briefing Paper
July 11, 2019
Open Session

Issue:

Discussion/Decision – Grant Award for Carroll County Stormwater Management Restoration Projects

Background:

In January 2018, the Board of County Commissioners directed the Bureau of Resource Management (BRM) to submit an application for \$2,475,000 to the Maryland Water Quality Financing Administration Bay Restoration Fund Wastewater Program to fund a program of stormwater management retrofit projects to address the requirements of the County’s National Pollutant Discharge Elimination System (NPDES) Permit. The Maryland Department of the Environment notified the Bureau on May 29 that the program of projects had been awarded funding. The BRM is in the planning and design stages for Woodsyde Estates in Eldersburg and is in partnership with the City of Westminster for The Greens of Westminster, the City of Taneytown for Trevanion Terrace, and the Town of Mount Airy for the East/West Pond as part of the Memorandum of Agreement signed by the Commissioners and municipalities in December of 2014.

Budget:

Project	Grant Award	Cash Match	Total Individual Project Costs
The Greens of Westminster	\$400,000	\$400,000	\$800,000
East/West Pond (formerly Prospect Road Regional Facility)	\$1,000,000	\$1,000,000	\$2,000,000
Trevanion Terrace	\$325,000	\$325,000	\$650,000
Woodsyde Estates	\$750,000	\$750,000	\$1,500,000
Total	\$2,475,000	\$2,475,000	\$4,950,000

**These costs reflect current estimates and are subject to change throughout the duration of the project.*

Action:

Direct staff to accept the grant award from the Maryland Water Quality Financing Administration Bay Restoration Fund Wastewater Program.

Staff Recommended Motion:

I move that the Board of County Commissioners accept the award of \$2,475,000 from the Maryland Water Quality Financing Administration Bay Restoration Fund Wastewater Program.

Attendees:

Gale Engles, Bureau Chief, Bureau of Resource Management
 Kelly Martin, Watershed Grants Technician, Bureau of Resource Management
 Caren Jagoda, Senior Grants Analyst, Department of Management & Budget

DATE: June 28, 2019

TO: The Carroll County Board of Commissioners

RE: Playground for the Carroll County Farm Museum
#38-F-2-18/19

EXECUTIVE SUMMARY:

The County requested detailed proposals to provide for the design, equipment, surface, any related site work and installation of a farm-themed playground.

The Farm Museum with the cooperation of the Bureau of Purchasing received proposals for the above project. An evaluation committee was formed to conduct technical and financial review of the proposals submitted. The Committee evaluated all proposals based on criteria detailed in the proposal. The highest ranked firm for this project is Cunningham Recreation in the amount of \$159,997.47. This is within the allocated budget, and no additional funds are needed.

Vendors

- | | |
|-----------------------------------|-----------------------|
| 1. Cunningham Recreation | Queenstown, MD |
| 2. Bliss Products & Services | Lithia Springs, GA |
| 3. Commercial Recreation Products | Havre De Grace, MD |
| 4. Dynamo Industries | Plantagenet, Ontario |
| 5. Kompan, Inc. | Tacoma, WA |
| 6. VPS | Bumpass, VA |

Staff Recommended Motion:

I move that the Board of Commissioners award the contract for a Playground at the Carroll County Farm Museum to Cunningham Recreation in the amount of \$159,997.47.

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 Bouchat:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothstein:	<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:				

Health Department Briefing Paper
July 11, 2019

Issue:

Proposal to amend Carroll County Ordinance to allow the Health Department to use Carroll County Government's procurement process for all purchasing.

Background:

Since 2002, the Carroll County Health Department has used Carroll County Government's procurement process for purchases over \$25,000. The Health Department is requesting the County Commissioners hold a public hearing to amend the current ordinance striking the language limiting purchases to greater than \$25,000 and allow the Health Department to use the County process for all procurements.

Discussion: The use of county procurement by local health departments is authorized by Maryland State law. Health Department staff discussed this proposal with county procurement staff and the County Attorney. We believe this proposal will have no significant impact on county staff as the Health Department will maintain its current procurement personnel and simply follow the county process.

Additionally, we request the commissioners remove language from the current ordinance that references the "Core Service Agency" as this organization no longer exists as a unit of the Health Department.

Action:

Discussion and Request Approval to Proceed to Public Hearing

Staff Recommended Motion: *I move that the Carroll County Board of Commissioners proceed to a public hearing to amend the current county procurement ordinance thereby allowing the Carroll County Health Department to fully use county procurement and strike the \$25,000 minimum purchase limit and the references to the Core Service Agency.*

Attendees:

Ed Singer, County Health Officer
Mike Myers, Chief ~ Bureau of Purchasing

Health Department Briefing Paper
July 11, 2019

Issue:

Maryland law requires local Boards of Health to meet at least twice annually. The County Health Officer requests the Commissioners sit as a Board of Health to discuss current public health issues and programming changes within the local health department.

Board of Health Minutes: Carroll County Government creates a video archive of certain public meetings, including Board of Health meetings. We are requesting that the Board of Health consider using the video archive as the official record of the proceedings of the Board of Health in lieu of formal written minutes.

Open Burning Program: Approximately 10 years ago, the Carroll County Health Department (CCHD) discontinued its program delegated to regulate open burning that was delegated by Maryland Department of the Environment due to lack of staffing. This has prevented citizen from being able to legally conduct open burning because there is no means for them to be issued a permit and there is also no regular means for enforcement on egregious open burning violations. The CCHD has been meeting with stakeholders and intends to resume the delegated authority and issue permits and conduct limited enforcement of open burning regulations using existing staff.

Mobile Care Collaborative: The CCHD received a grant to purchase a mobile vehicle that we intend to use to provide health department services in areas of the County outside of the central Westminster area where there is a need. Staff will provide an update and discussion about this project.

Fluoride Rinse Program: CCHD staff have been discussing with Carroll County Public Schools staff an issue with sustainability of the current fluoride rinse program. Cost, staffing and questions about effectiveness have led to a decision to discontinue the current program and look at other preventive oral health alternatives within the schools.

Crisis Services Update: Staff will provide updates on statistical data and discuss the progress of the mobile crisis services. Staff will also discuss the progress on grant funded triage beds and walk-in assessment expansion.

Completed Suicides / Suicide Attempt Data: Staff will discuss data trends and prevention efforts on suicide related issue in Carroll County.

HIV Services: Staff will discuss changes in HIV services in Carroll County and impact on clients. The CCHD will be moving from its present model to a non-medical case management model because of the relatively few numbers of clients served in Carroll County.

Action: Discussion and Request Approval to modify means of documenting meeting proceedings.

Staff Recommended Motion: *I move that the Carroll County Board of Health use video achieves as the official record of Board of Health proceedings in lieu of written minutes.*

Attendees:

Ed Singer, County Health Officer