



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157
www.ccgovernment.carr.org

Open Session

~ Voting Record ~

Admin

Thursday, January 17, 2019

1:00 PM

County Office Building Rm 311

I. Call to Order

Attendee Name	Organization	Title	Status	Arrived
Stephen Wantz	Board of Carroll County Commissioners	President	Present	
Ed Rothstein	Board of Carroll County Commissioners	Vice-President	Present	
Richard Weaver	Board of Carroll County Commissioners	2nd Vice-President	Present	
Dennis Frazier	Board of Carroll County Commissioners	Commissioner	Present	
Eric Bouchat	Board of Carroll County Commissioners	Commissioner	Present	

II. Discussion/Decision ~ Request Approval for Veterans Shuttle Funds Transfer and Approval of Resolution # 0.19-06

This program provides transportation services for Carroll County veterans to approved VA hospitals and clinics. The majority of the trips are to Baltimore, Martinsburg and Ft. Detrick. The Bureau of Aging and Disabilities confirms each individual's qualifications and the veteran schedules the ride(s) with CTS. The program has been steadily growing, with a 37% increase in hours from FY17 to FY18. Ridership for FY19 continues to increase in both hours and rider needs (i.e. door to door pick-up services and visits to different VA facilities for specialized care). The FY19 budget is \$102,000. Our contract states total payment to the contractor shall not exceed the approved annual County budget allocation, so this transfer is necessary for continuation of service.

- Motion To:** approve Resolution O.19.06 to transfer funding in the amount of \$40,000 from Reserve for Contingencies to the Veteran Transit Services budget.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Rothstein, Vice-President
SECONDER:	Richard Weaver, 2nd Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

III. Briefing/Discussion/Decision ~ FY20 Annual Transportation Plan Pre-Approval and Public Hearing Notice

The Carroll County community transit program provided over 157,000 passenger trips in FY18 to older adults, persons with disabilities and the general public through demand response (door-to-

door) service and the TrailBlazer (deviated-fixed routes). Over 73,000 trips have been provided to date in FY19 with a fleet of 40 vehicles.

The six TrailBlazer deviated-fixed routes operate in Eldersburg, Hampstead/Manchester, Taneytown, South Carroll, and 2 routes in Westminster. The service operates Monday through Friday, with Saturday service in Westminster. These are routes with a set schedule and the ability to deviate from the stops by 1/2 mile at the request of any passenger. The TrailBlazer system has provided over 9,000 passenger trips so far in FY19, with an average of 65 passengers per day, this is a 3.5% increase over the same period in FY18.

The Demand Response (door-to-door) service operates Monday - Friday and accounts for 85% of the rides provided by the system. Riders are transported each day throughout the County with an average trip of 9.5 miles. Riders are primarily elderly and/or disabled and use demand response for medical, employment, social service and general purpose trips. The average fare is \$3.94.

Budget: Public transportation is funded in Carroll with a mix of grant funding from the Federal Transit Administration (FTA) and Maryland Transit Administration (MTA), fare revenue collected by the vendor and County funding.

Public Hearing: In order to include public input in the development of the Annual Transportation Plan, the opportunity to request a public hearing will be advertised on January 22, 2019. If a public hearing is requested, it will be held in open session on February 21, 2019. The projected FY20 budgets will be included in the advertisement for the public hearing.

Final Approval: The Board will approve the FY20 Annual Transportation Plan with final budgets prior to submission to MTA in March.

- 1. **Motion To:** direct staff to develop the proposed expansion route in Westminster.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dennis Frazier, Commissioner
SECONDER:	Ed Rothstein, Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

- 2. **Motion To:** approve the projected budgets for the FY20 Annual Transportation Plan and advertise the public hearing.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dennis Frazier, Commissioner
SECONDER:	Ed Rothstein, Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

IV. Discussion/Decision ~ Possible Approval for Contract Award and Fund Transfer and Approval of Resolution # 0.19-05 - Award of Grading Project Contract ~ Farm Museum

The Farm Museum has serious problems with water drainage that have gone unaddressed for decades. Members of the Museum Advisory Board conducted a comprehensive review of the facility

over the past year and identified solving the water issues as their top priority going forward. Carroll Land Services Inc. has developed a grading and drainage plan to mitigate these problems. On Nov. 8, the Museum requested \$110,000 to perform this work. The Board of County Commissioners directed that the project be put out to bid. This project was put out to bid to three county term contractors. The county received bids ranging from \$82,904 to \$98,901. The bid from Stambaugh's Inc. covered all of the work included in the project scope for \$82,904.

- 1. **Motion To:** concurs with the award of the Farm Museum grading project contract to Stambaugh's Inc. for \$82,904 and that funding for this project be transferred from the county's Contingency Reserve.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Weaver, 2nd Vice-President
SECONDER:	Dennis Frazier, Commissioner
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

V. Briefing/Discussion/Possible Decision ~ Transfer of Dulaney Property to Industrial Development Authority

- 1. **Motion To:** approve the transfer of the Dulaney property to the IDA for development as an employment campus

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Rothstein, Vice-President
SECONDER:	Richard Weaver, 2nd Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

VI. Agency Presentations

ARC of Carroll County ~ Don Rowe, Executive Director
Youth Service Bureau ~ Lynn Davis, Executive Director

VII. Briefing/Discussion/Decision ~ Request Approval to Make Application for the Senior Inclusion Program Annual License Renewal

The Developmental Disabilities Administration (DDA), an agency of the Maryland Department of Health (MDH), is accepting applications for the renewal licensure of the Senior Inclusion Program for Carroll County Government Bureau of Aging & Disabilities.

This application is an annual renewal for the Carroll County Bureau of Aging & Disabilities Senior Inclusion Program. Since 1987 the Bureau of Aging & Disabilities has received funding through the MDH with a licensure to serve up to 26 older adults with intellectual and physical disabilities. The program continues to be the only one of its kind in the western part of the State to provide an inclusive retirement program in a senior center environment. The Senior Inclusion Program is dedicated to providing opportunities for seniors with intellectual and physical disabilities to personally define their lives and find fulfillment in their retirement years through integration within the Senior Center as well as the greater community.

The Senior Inclusion Program partners with Change Inc., Target Inc., ARC of Carroll County, Flying Colors of Success and other agencies. The partnership allows these Carroll County agencies to refer individuals to the program when they are ready to retire from a vocational program or working within the community.

1. **Motion To:** approve the Senior Inclusion Program application licensure renewal for April 2, 2019 to April 1, 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dennis Frazier, Commissioner
SECONDER:	Eric Bouchat, Commissioner
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

VIII. Briefing/Discussion/Decision ~ Request Approval to Accept FY19 Senior Inclusion Program Development Disabilities Administration Individual Support Services Grant

The Development of Disabilities Administration (DDA), an agency of the Maryland Department of Health (MDH), is accepting applications for the Senior Inclusion Program (SIP) Developmental Disabilities Administration Individual Support Services (ISS) Grant FY 2019. The Senior Inclusion Program (SIP) is a program that incorporates older adults with intellectual and physical disabilities into a traditional senior center setting.

The Bureau of Aging and Disabilities has received this grant from the DHMH since 1987. Carroll's program was the first senior center in Maryland to offer therapeutic recreational, education, and leisure activities including meals, transportation, community excursions, and life skills training to seniors with intellectual and physical disabilities. The SIP ISS Grant provides funding for one (1) of the twenty-six (26) older adults in the program. The program is operated by one (1) Program Coordinator, one (1) Instruction & Events Coordinator, four (4) full time Program Aides and three (3) part-time Program Aides. In addition to the cost of salary and benefits, program expenses include transportation, food and client activities.

Beginning in FY2009, the Bureau of Aging & Disabilities began the process of transitioning client funding from the SIP ISS program to funding through the SIP Day Habilitation Program. The Day Habilitation funding gives the SIP Program the ability to expand and provide services to twenty-five (25) people. The Day Habilitation program reimburses the county based on the attendance and individual needs of each client. The Bureau of Aging and Disabilities no longer accepts clients under the "old" ISS Program; however, one (1) of the Twenty-six (26) clients is not eligible for the Day Habilitation funding and remains under the SIP ISS program.

1. **Motion To:** approve the FY 2019 Senior Inclusion Program, Developmental Disabilities Administration Individual Support Services Grant award.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Stephen Wantz, President
SECONDER:	Richard Weaver, 2nd Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

IX. Briefing/Discussion/Decision ~ Request Approval for Senior Inclusion Program to Make Application to become a Medical Assistance Provider

The Developmental Disabilities Administration (DDA), an agency of the Maryland Department of Health (MDH) is transitioning from a prospective payment model to a reimbursement funding system and moving to billing through the Long-Term Services and Supports (LTSS) system. The Senior Inclusion Program, as a licensed DDA provider of Day Habilitation services is required to apply for and obtain a Primary Provider Medical Assistance (MA) number.

The Medical Assistance Primary Provider designation and associated site-based MA number, will allow the Carroll County Bureau of Aging & Disabilities' Senior Inclusion Program to deliver participant billing through the LTSS system. The Maryland Department of Health will then be reimbursed through the Centers for Medicare and Medicaid Services for activities as outlined in the Developmental Disabilities' Community Pathways Waiver.

- Motion To:** approve the Senior Inclusion Program, Development Disabilities Administration Medical Assistance Primary Provider Application Submission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Weaver, 2nd Vice-President
SECONDER:	Ed Rothstein, Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

X. Briefing/Discussion/Decision ~ Request Approval for The Maryland Association of Local Management Boards (LMB) is requesting local LMB support for work during the upcoming legislative session

In 1996, the County Commissioners designated the Local Management Board (LMB) as a unit of local government after changes to MD COMAR required counties to establish and maintain a local, results-based, interagency service delivery system for children, youth, and families. The LMB's core functions are to assess community needs and work collaboratively to design local programs that support the Governor's vision of economic security for all. One of Carroll County's key strengths is the local commitment to collaboration and partnership with a diverse group of community stakeholders, including the Health Department, the Department of Juvenile Services, the Department of Social Services and Carroll County Public Schools. The LMB's funded partners in FY19 include Human Services Programs, Youth Services Bureau, Catholic Charities and the Family Law Administration.

To achieve these results, the LMB manages several grant programs including a long standing annual allocation through the Governor's Office for Children; in FY19 this allocation was \$551,102. In the fall of 2018, the Governor's Office for Children was absorbed into another state agency, the Governor's Office of Crime Control and Prevention. After the reorganization, the LMBs across the state, including Carroll, were informed that for FY20 the majority of their long standing allocations would

only be available through a competitive process. Carroll was advised that we would continue to receive the allocation which covers staff and administration (\$65,000) but the remaining funding would be competitively awarded across the state. If Carroll wasn't successful in obtaining any of the competitive awards, this could be a loss of almost \$500,000.

The Maryland Association of Local Management Boards does not support this change and has asked each LMB to support efforts to have the jurisdictional allocations reinstated. Staff requests the Board to allow County funds currently budgeted to the LMB be used to pay a lobbyist to work during the legislative session to restore this funding. The cost to each LMB is approximately \$700.

XI. Briefing/Discussion/Possible Decision ~ Text Amendment to IR District

On December 21, 2018 Shaffer and Shaffer, LLP submitted a proposed text amendment to the Industrial Restricted (IR) zone on behalf of their client St. John's Properties Incorporated. The amendment is for the allowance of a brewery on IR zoned land. SubSections 158.134 (B) (1) and 158.134 (D) (1) require that the Commissioners shall refer zoning text amendments and comprehensive rezoning to the Planning Commission.

In order for this proposed text amendment to move through the process it must be referred by the Board of County Commissioners to the Planning Commission for their recommendation as cited above. Since the Board of County Commissioners and staff are well underway in review the Commercial/Industrial/Employment Campus comprehensive rezoning effort, once this amendment is referred to the Planning Commission it would be prudent for the Board to defer all future zoning text and map amendment requests while this effort is in progress

- Motion To:** refer the IR proposed text amendment to the Planning Commission for their review and recommendation

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Weaver, 2nd Vice-President
SECONDER:	Ed Rothstein, Vice-President
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat

XII. Public Comment

Citizen comment(s):

XIII. Adjourn

- Motion To:** adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Weaver, 2nd Vice-President
SECONDER:	Eric Bouchat, Commissioner
AYES:	Wantz, Rothstein, Weaver, Frazier, Bouchat