Board of County Commissioners

Doug Howard, *President*
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Robin Bartlett Frazier
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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

Agenda for the Week of January 30, 3012

Please Note: This weekly agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings will be held at the Carroll County Office Building Room 311. (Unless otherwise noted)

- *Indicates Outside Activities*

Monday ~ January 30, 2012

12:00 p.m. *Tour ~ Miller Branch of the Howard County Library*
Ellicott City, Maryland
Commissioner Howard

6:00 p.m. Planning & Zoning Commission Meeting
County Office Building ~ Room 003
Commissioners Rothschild & Frazier

Tuesday ~ January 31, 2012

10:00 a.m. Closed ~ Administrative Session

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

Public Comment

Request Approval for Purchase of One
New Step Van for Carroll County Public Library
Bureau of Purchasing ~ Mr. Richard Shelton
Carroll County Public Library ~ Ms. Lynn Wheeler

Bid Approval ~ Rental and Servicing of Portable Toilets
Department of Public Works ~ Mr. Tom Rio
Bureau of Purchasing ~ Mr. Richard Shelton

Tuesday ~ January 31, 2012 (Continued)

Adoption of Proposed Ordinance Amendment to Code
of Local Public Laws ~ Chapter 179, Sewer & Water
Bulk Water Rates
Department of Public Works ~ Mr. Tom Rio

Bid Approval ~ Clipper Hills-Gardenia
Stormwater Management Pond Retrofit
Department of Land Use, Planning & Development ~ Mr. Tom Devilbiss
Bureau of Purchasing ~ Mr. Richard Shelton

Review and Approval of Grant Application for Homeless
Women's Crisis Shelter Program
Department of Citizen Services ~ Ms. Jolene Sullivan
Department of Management & Budget ~ Mr. Ted Zaleski

2:30 p.m. *Baltimore Metropolitan Council Board Meeting*
Baltimore, Maryland
Commissioner Shoemaker

Wednesday ~ February 1, 2012

8:00 a.m. *Warfield Development Corporation Meeting*
Westminster, Maryland
Commissioners Howard & Roush

10:00 a.m. *Maryland Association of Counties Legislative Committee Meeting*
Annapolis, Maryland
Commissioners Rothschild & Frazier

7:00 p.m. *Roaring Run Lions – Reese Volunteer Fire Company Dinner*
Finksburg, Maryland
Commissioner Shoemaker

Thursday ~February 2, 2012

8:00 a.m. *Carroll County Agribusiness Breakfast*
Baugher's Restaurant ~ Westminster, Maryland
Commissioner Frazier

Friday ~ February 3, 2012

9:00 a.m. *Ft. Meade Community Covenant Council Meeting*
Annapolis Junction, Maryland
Commissioner Howard

11:30 a.m. *Carroll Association of School Employees*
Shadow an Educational Support Person ~ Eldersburg, Maryland
Commissioner Howard

Friday ~ February 3, 2012 (Continued)

6:15 p.m. *201 Celebrate Marriage ~ Marriage Resource Center*
Westminster, Maryland
Commissioners Rothschild & Frazier

Saturday ~ February 4, 2012

Sunday ~ February 5, 2012

7:00 a.m. "The Commissioners' Report" – WTTR
Commissioner Rothschild

***** Upcoming Events*****

2/9/12 ~ l0:00 a.m. *Public Hearing ~ Proposed Amendments to Chapter 71*
Adequate Public Facilities & Concurrency Management
as recommended in the FY11 Concurrency Mgmt Report

2/28/12 ~ 7:00 p.m. *Solid Waste Forum*
Carroll Community College ~ Building K, Room 100
Westminster, Maryland

3/15/12 ~ 10:00 a.m. *FY 13 Recommended Budget Session*

CARROLL COUNTY
a great place to live, a great place to work, a great place to play

DATE: January 11, 2012

TO: The Carroll County Board of Commissioners

RE: One (1) New Step Van for Carroll County Public Library

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Department of Public Works is seeking to award the purchase of one (1) new step van to Beltway International in the amount of $51,723.00. This van will replace the van currently used by the library which has approximately 220,000 miles on it. The van will be used to deliver library books, mail, supplies, literature, tax forms and other materials to the libraries, colleges, detention center and senior centers.

Number of Bids: 2

Beltway International	$51,723.00
Criswell Chevrolet	$52,078.00

Received Budget Approval: X Yes Comments: _____

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

Your concurrence today will authorize the Bureau of Purchasing to move forward with the award and obtain a legally sufficient contract document for signing by Mr. Tom Rio, Public Works

_____

Bureau of Purchasing Date

_____

Board of Commissioners Date

Commissioner Frazier:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Shoemaker:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Roush:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Rothschild:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Howard:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied

Comments: _____

Action Taken: ☐ Accepted ☐ Denied ☐ Other: _____

MM/mm

Cc:

DATE: January 12, 2012

TO: The Carroll County Board of Commissioners

RE: Rental and Servicing of Portable Toilets
40-F-1-11/12

EXECUTIVE SUMMARY:
The Carroll County Bureau of Purchasing solicited bids from qualified suppliers who provide the rental of portable toilets and the subsequent servicing of these units as required by the Bureau of Facilities, Northern and Hoods Mill Landfill, Recycling, Airport and the Bureau of Recreation and Parks.

A total of fourteen vendors registered for this bid on the county's web-site. Out of these fourteen vendors, five (5) vendor were Carroll County vendors, six (6) were Maryland vendors and three (3) were out of State.

Ms. Maureen C. Dunn, CPPB, Buyer, Bureau of Purchasing recommends award for the Rental and Servicing of Portable Toilets to be awarded to KP Enterprises LLC (t/a A Flush Away) in the amount of $26,468.40. This is within the project budget of $30,000.00 and no additional funds will be needed.

Number of Bids: Four (4)

Vendors & Bid Results:	1. KP Enterprises LLC	Baltimore, MD	$26,468.40
	2. HCE, Inc.	Glen Burnie, MD	$28,046.00
	3. Freedom Septic Services, Inc.	Sykesville, MD	$33,245.97
	4. Bobby's Portable Restrooms	Joppa, MD	$51,225.00

Received Budget Approval: X Yes Comments: _____

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

Your concurrence today will authorize the Bureau of Purchasing to move forward with the award and obtain a legally sufficient contract document for signing by Mr. Tom Rio, Director, Public Works

_____
Bureau of Purchasing Date

_____
Board of Commissioners Date

Commissioner Frazier:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Shoemaker:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Roush:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Rothschild:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied
Commissioner Howard:	☐ Motion	☐ 2nd	☐ All in Favor	☐ Denied

Comments: _____

Action Taken: ☐ Accepted ☐ Denied ☐ Other: _____

MCD/mm:
File
Revised ~~11/6/07~~ 12/2/10

Carroll County Department of Public Works
Briefing Paper

Issue: Adoption of proposed ordinance - Amendment to Code of Public Local Laws, Chapter 179, Sewer and Water – Bulk Water Rates, Section 179-7 item D

Background: On December 8, 2011, approval was given to proceed to public hearing on amendment to Code of Public Local Laws, Chapter 179, Sewer and Water – Bulk Water Rates, Section 179-7 item D. The proposed amendment would revise the rate structure and process for obtaining bulk water at County facilities.

The recommended revision to the code is as follows:

"Water haulers shall draw public water from one or more locations selected by the County, the use shall be metered, and the hauler shall pay for each gallon of water at a rate which shall be set and may be amended from time to time by Resolution of the Board of County Commissioners."

On January, 19, 2012, a hearing was held to hear public comments on the proposed amendment. The Board of County Commissioners may now take action to adopt the ordinance.

Desired Action: Adoption of the ordinance amending Code of Local Public Laws, Chapter 179, Sewer and Water – Bulk Water Rates, Section 179-7 item D.

Invited to attend: Thomas Rio, Director of Public Works; Jeffrey Topper, Deputy Director of Public Works; Joe Barrington, Bureau Chief of Utilities

DATE: January 11, 2012

TO: The Carroll County Board of Commissioners

RE: Clipper Hills-Gardenia Stormwater Management Pond Retrofit
75-F-4-11/12

EXECUTIVE SUMMARY:

The Carroll County Bureau of Purchasing in cooperation with the Bureau of Resource Management solicited bids from qualified contractors to provide the labor, material, equipment, and services necessary for the reconstruction of the Clipper Hills-Gardenia Stormwater Management Pond Retrofit in Eldersburg, Maryland 21784.
Ms. Gale Engles, Resource Management in cooperation with the Bureau of Purchasing recommends award for the above project to be awarded to the second low bidder **Thomas Bennett & Hunter** in the amount of **$267,175.00**. Easy-Dig did not meet the necessary qualifications. This is within the project budget and no additional funds will be needed.

Number of Bids: Ten (10)
Vendors & Bid Results:

	1. Easy-Dig	Millers, MD	$212,473.00
AWARDED	**2. Thomas Bennett & Hunter**	**Westminster, MD**	**$267,175.00**
	3. Stambaugh's Inc.	Union Bridge, MD	$278,986.00
	4. C J Miller	Hampstead, MD	$286,970.00
	5. Consolidated Construction	Laurel, MD	$335,900.00
	6. Baltimore Pile Driving	Whiteford, MD	$378,973.00
	7. CA Kibler Co	Finksburg, MD	$388,928.50
	8. MT Laney Company	Eldersburg, MD	$419,005.00
	9. Environmental Quality Resources	Arbutus, MD	$467,308.25
	10. McDonnell Landscape Inc.	Brookville, MD	$799,000.00

Received Budget Approval: X Yes Comments: _____
Debarment & suspension check completed and this business is in good standing: X Approved
Business is in good standing with the Maryland Department of Assessment and Taxation: X Approved
Business is in good standing with Carroll County Collections Office: X Approved

Your concurrence today will authorize the Bureau of Purchasing to move forward with the award and obtain a legally sufficient contract document for signing by the Tom Devilbiss, Director of Planning.

_____

Bureau of Purchasing Date

_____

Board of Commissioners Date

Commissioner Frazier: ☐ Motion ☐ 2nd ☐ All in Favor ☐ Denied
Commissioner Shoemaker: ☐ Motion ☐ 2nd ☐ All in Favor ☐ Denied
Commissioner Roush: ☐ Motion ☐ 2nd ☐ All in Favor ☐ Denied
Commissioner Rothschild: ☐ Motion ☐ 2nd ☐ All in Favor ☐ Denied
Commissioner Howard: ☐ Motion ☐ 2nd ☐ All in Favor ☐ Denied

Comments: _____

Action Taken: ☐ Accepted ☐ Denied ☐ Other: _____

CM/mm
Cc: File - Revised ~~3/26/04~~ 12/2/10

DEPARTMENT OF CITIZEN SERVICES
Grant Application Briefing Paper
January 31, 2012

Project: Homeless Women Crisis Shelter Program

Department: Citizen Services pass through to Human Services Programs (HSP)

Funding Agency: Maryland Department of Human Resources

Deadline: February 3, 2012

Summary: The Department of Citizen Services is applying for Homeless Women Crisis Shelter grant funds from the Maryland Department of Human Resources (DHR) for the second half of FY 2012. This is an interim application for a portion of the first year of the 3-year grant as requested by the State of Maryland. The funds are passed through to HSP to support the operation of the Homeless Women's Shelter. This grant has been flat funded by the state since at least FY 2002. At this same time, at the direction of DHR, The Department of Citizen Services is also applying for FY 2013 for one year's worth of funding to support the Women Shelter.

The Women's Shelter has 23 beds and served 48 households (48 women and 44 children) during fiscal year 2011, accruing 5,585 bed nights. The staff at the Women's Shelter provides response to crisis calls 24/7, case management, needs assessment, service plans, linkages and referrals, advocacy, budget counseling, housing counseling, food and accommodations, and transportation.

Funding

FY 12	
State	$54,934.50
County Match	0
TOTAL	$54,934.50

FY13	
State	$109,869
County Match	0
TOTAL	$109,869

Matching funds are not required by these grants; however, the cost to operate the Women's Shelter exceeds the state grant award. The actual anticipated cost to operate this shelter in FY 2012 is $181,604. This exceeds the proposed requested funding of $109,869 by $71,735. The shelter budget also includes federal funds, local funds, local in-kind support, private donations, and client fees.

Recommendation: **A**pprove the grant applications

Motion:
Second:
Approved:
Denied:
Signed:

Rita Zimmerman, Citizen Services, 410-386-3610
Corina Canon, Human Services Programs, 410-857-2999
Marcia Hoffman, Grants Office, 410-386-2212
January 13, 2012