

## Board of County Commissioners

Stephen A. Wantz, *President*  
C. Richard Weaver, *Vice President*  
Dennis E. Frazier, *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 January 25, 2016

Revision 1 dated January 26, 2016

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 ~ January 25, 2016

#### Tuesday ~ January 26, 2016

~~8:00 a.m. — Board of County Commissioners/Cabinet Retreat — Closed~~

#### Wednesday ~ January 27, 2016

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

5:00 p.m. *Maryland Association of Counties Legislative Reception  
Annapolis, Maryland  
Commissioner Wantz*

6:00 p.m. *Board of Education Budget Meeting  
Board of Education Boardroom ~ Westminster, Maryland  
Commissioner Rothschild*

**Thursday ~ January 28, 2016**

9:00 a.m. Board of County Commissioners Administrative Session ~ Closed

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

*Positively Carroll County*

**Item 1**

Public Comment on this item

Briefing

[Fall 2015 Amendments to the 2014 Carroll County](#)

Water and Sewer Master Plan

Department of Planning ~ Mr. Phil Hager

**Item 2**

Public Comment on this item

Briefing ~ Review of Staff Report and Comments

[Mt. Airy Annexation No. 39 – Jones Annexation](#)

(Frall Properties)

Department of Planning ~ Mr. Phil Hager

**Item 3**

Public Comment on this item

Briefing/Discussion/Decision

Request Acceptance of the FY17 Promoting Safe &

[Stable Families Program Grant Award](#)

Department of Citizen Services ~ Ms. Christine Kay

Department of Management & Budget ~ Mr. Ted Zaleski

**Item 4**

Public Comment on this item

Briefing/Discussion/Decision

[Landfill Rate Increase](#)

Department of Public Works ~ Mr. Jeff Topper

**Item 5**

Public Comment on this item

Briefing/Discussion/Decision

[Bid Approval ~ Cured in Place Pipe Lining](#)

Sykesville/Freedom Relief Sewer

Department of Public Works ~ Mr. Jeff Topper

Bureau of Purchasing ~ Mr. Mike Myers

**Thursday ~ January 28, 2016 (Continued)**

**Item 6**

Public Comment on this item  
Briefing/Discussion/Possible Decision  
Carroll County Detention Center Off-Site Housing  
Carroll County Sheriff's Office ~ Sheriff James DeWees

**Public Comment**

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

**Item 7**

~~Public Comment on this item  
Briefing/Discussion/Possible Decision  
Annual Renewal of Radio System Service  
and Maintenance Agreement  
Department of Public Safety ~ Mr. Scott Campbell~~

**Item 8**

Public Comment on this item  
[Decision ~ Cable Franchise Agreement](#)  
Department of Technology Services ~ Mr. Mark Ripper

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

Closed Personnel

**Friday ~ January 29, 2016**

*11:30 a.m. Baltimore Metropolitan Council Board of Director's Meeting  
Annapolis, Maryland  
Commissioner Howard*

**Saturday ~ January 30, 2016**

*5:00 p.m. Winfield Volunteer Fire Department Annual Banquet  
Winfield, Maryland  
Commissioner Rothschild*

**Sunday ~ January 31, 2016**

*9:05 a.m. "The Commissioners' Report" – WTTR  
Commissioner Howard*

**\*\* Upcoming Events \*\***

*2/2/16 ~ 3:30 p.m. Joint Board of County Commissioners/Board of Education Mtg.  
County Office Building ~ Reagan Room  
Westminster, Maryland*

*2/5/16 ~ 9:00 a.m. Joint Board of County Commissioners/Delegation Meeting  
Annapolis, Maryland*

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 Land Use, Planning & Development**

## **Briefing Paper**

**January 28, 2016**

### **Open Session**

**Issue:**

**2015 Fall Amendment to the 2014 Water and Sewer Master Plan**

**Background:** The purpose of the hearing is to accept public comment regarding the 2015 Fall Amendment to the 2014 Water and Sewer Master Plan. The Water and Sewer Master Plan is a document that is prepared by the Bureau of Comprehensive Planning for the purpose of delineating water and sewer service areas for the County and the eight municipality systems.

The County provides opportunities for amendments twice a year, one in the spring and one in the fall, to address changing conditions and circumstances. The proposed amendments for this cycle focus on the changes in the towns of Mt. Airy, New Windsor and Sykesville.

Staff will be briefing the BCC on the nature of the proposed amendments and seeking authorization to proceed to a hearing.

**Action: Briefing and request to proceed to Public Hearing.**

**Attendees:**

Philip R. Hager, Director, Department of Planning  
Lynda Eisenberg, Chief, Bureau of Comprehensive Planning  
Andrea Gerhard, Bureau of Comprehensive Planning

# Department of Planning

## Briefing Paper

January 28, 2016

### Open Session

#### Issue:

**Mount Airy Annexation No. 39- Jones Annexation (Frall Properties)**

#### Background:

The Town of Mount Airy is currently processing annexation request No. 39- Jones Annexation (Frall Properties). This annexation area consists of six properties owned by the Frall Developers totaling 5.0921. Only five of these properties have the potential to be developed. The sixth property is a strip along Ellis Road that would only be utilized if improvements to the road were required to support the total development. The area is located on the west side of North Main Street along Ellis Road. The area to be annexed is contiguous to the boundary line of the existing corporate limit. The annexation area is in the County's **R-40,000 Zoning District** and has a land use designation in of both the *2013 Town of Mount Airy, Maryland Comprehensive Plan* and the County's *2006 Mount Airy Environs Community Comprehensive Plan* as "**Low Density Residential**". The Town has indicated its intent to place the annexation area in the R-2 zoning district. The change in the zoning districts will not increase the density by more than 50%, so a zoning waiver is not required.

A full staff report was presented to the Planning and Zoning Commission on January 19, 2016. Following their review, the Planning and Zoning Commission is forwarding this report to the Board of County Commissioners for their review and concurrence. A comment letter with the Board's signatures will be sent to the City.

The Town of Mt. Airy scheduled the public hearing on February 1, 2016.

**Action: Briefing/Comment Letter from the Board is requested.**

#### Attendees:

Philip R. Hager, Director, Department of Planning  
Lynda Eisenberg, Chief, Bureau of Comprehensive Planning  
Andrea Gerhard, Bureau of Comprehensive Planning

## GRANT AWARD BRIEFING

1/28/16

**Program Title:** Promoting Safe and Stable Families Grant Award

**Funder:** Federal Pass-Through to the MD Department of Human Resources

**Grant Period:** 7/1/16 to 6/30/17

**Department/Agency:** Citizen Services/Local Management Board

**Due Date:** ASAP

### Background:

MD Department of Human Resources provides federal funding through the Carroll County Department of Social Services to assist families in the community who are in danger of being separated from their children.

### Program

The Promoting Safe and Stable Families grant program is managed by The Local Management Board (LMB) who contracts with The Carroll County Youth Services Bureau (CCYSB) and Human Services Program of Carroll County (HSP) to provide the services to families. Human Services Program's Family Support Center and Carroll County Youth Services Bureau works with 43 at-risk and low income families (children birth to three) to enhance parenting and self-sufficiency skills. Through the Promoting Safe and Stable Families Program, HSP and CCYSB provides service to 47 adults and 32 children. The LMB provides program monitoring and fiscal oversight.

### Budget

Carroll County Youth Services Bureau	\$83,044	
HSP – Family Support Center	\$42,780	
<b>Grant Award</b>		\$125,824
Required County Match	0	
<b>Total Match</b>		0
<b>Total Program</b>		\$125,824

**Recommendation:** Please Accept Award

Attending:

Christine Kay, Citizen Services

Vincent C. Pacelli, LMB

Debby Standiford, Grants Office



**Department of Public Works  
Bureau of Solid Waste**

**Jeff Topper, Deputy Director**

**Ext. 2035**

**Briefing, Discussion, Decision**      Northern Resource Recovery Park Rate Increases

**Background:** The Bureau of Solid Waste must effectively implement an integrated system of solid waste management, recycling, and resource recovery. Operations staff must efficiently minimize costs while providing valuable, environmentally safe services. Market conditions and costs out of the Bureau's control increase the expenses to provide these services.

Tipping fees represent the major source of revenue for solid waste operations. The last increase in the "per ton" Tipping Fee was in 2011. The last increase in the Flat Rate Fee was in 2008.

**Briefing & Discussion:** The Solid Waste Enterprise Fund must maintain current levels of service without increasing tax burdens. User-fees must cover costs. The Bureau is proposing to raise disposal fees at Northern. The following changes are proposed:

Municipal Solid Waste (MSW) Tipping Fee from \$62 per ton to \$66 per ton.

Flat Rate Fee for residential MSW from \$6 per vehicle to \$8 per vehicle.

Off-rim Tire Fee from \$1.50 each to \$2.50 each.

On-rim Tire Fee from \$2.50 each to \$3.50 each.

Commercial Tire Fee from \$140 per ton to \$150 per ton.

Construction & Demolition Debris and Sewage Sludge Fees from \$78 per ton to \$80 per ton.

**Decision:** The Bureau requests a vote to raise the rates and approval to go forward with scheduling a Public Hearing at the earliest available Open Session in February. This will allow adopted changes to be part of County budgeting and the budgets of customers prior to a proposed effective date of July 1, 2016.

cc: Jeff Topper, Deputy Director, Department of Public Works  
Dusty Hilbert, Chief, Bureau of Solid Waste  
Maria Myers, Recycling Manager, Bureau of Solid Waste



DATE: January 20, 2016  
 TO: The Carroll County Board of Commissioners  
 RE: Cured in Place Pipe Lining- Sykesville/Freedom Relief Sewer

**EXECUTIVE SUMMARY:**

The Department of Public Works (Bureau of Utilities) in cooperation with the Bureau of Purchasing recommends award for the cured in place pipe lining for the Sykesville/Freedom relief sewer be awarded to Layne Inliner (Elkridge, MD) in the amount of \$78,334. Layne Inliner is a County term contractor who received award for the project through a competitive bidding process. This project consists of lining approximately 1,827 LF of 8” sewer pipe. This amount is within the project budget and no additional funds will be needed.

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 Mr. Jeff Topper, Deputy Director, Public Works.

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Bureau of Purchasing	Date
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Board of Commissioners	Date
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Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied

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

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

MBM/mm  
 Cc: File  
 Revised 11/6/07- 12/2/10

## **Department of Information & Technology Services**

### **Cable Franchise Agreement**

#### **OBJECTIVE OF THIS BRIEFING:**

The purpose of this briefing is to provide the Commissioners the opportunity to approve the Comcast Cable Franchise Agreement. By approving the agreement they are giving Mark Ripper, Carroll County Government representative to the Cable Regulatory Commission the authority to vote to accept the Comcast Franchise Agreement at the Cable Regulatory Commission meeting on February 11, 2016.

#### **Franchise Agreement Information**

- Three main purposes to this agreement.
  - Provide the residents of Carroll County with access to Cable Television. Under federal law we can only focus on Cable Television. We have no authority to require or control internet or phone service.
  - Provide compensation to the County and Municipalities for the use of right-of-ways throughout the County.
  - Provide a means to ensure that a basic minimum service is provided to the residents. Cable Coordinator oversees that Comcast is meeting the requirements of the contract and assist residents with cable issues.
  
- Several points.
  - We do not have an exclusive contract with Comcast. Any other cable company could come into Carroll County to provide Cable Television service.
  - The Cable Franchise Agreement is between Comcast and Carroll County Government and the eight municipalities.
  - Cable Regulatory Commission opened the Comcast Franchise Agreement for public review between December 11, 2015 and February 11, 2016.
  - The Carroll Cable Regulatory Commission held a public hearing Thursday, January 14, 2016 at 6:00 P.M. at the Carroll County Office Building, Room 003, 225 North Center Street, Westminster, Maryland.
  - We had 13 people speak at the public hearing. 12 of the people were either employees or volunteers of the CMC with the primary request being a 90 day extension to review the agreement in more detail.

I am recommending that the Comcast Cable Franchise Agreement be approved.