

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 April 25, 2016

Revision 2 dated April 27, 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 ~ April 25, 2016

2:30 p.m. **Board of County Commissioners Open Session**
County Office Building ~ Reagan Room

Positively Carroll

Item 1

Commissioners' Budget Deliberations
Department of Management & Budget ~ Mr. Ted Zaleski

Public Comment

6:00 p.m. *Taste of Carroll to benefit Carroll Hospice*
Westminster, Maryland
Commissioner Wantz

Tuesday ~ April 26, 2016

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

Positively Carroll

Tuesday ~ April 26, 2016 (Continued)

Item 1

Public Comment on this item
Briefing/Discussion/Decision
Request Approval for Grant Application
SHA's Transportation Alternatives Program for
[Proposed Langdon Stormwater Management Facility](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 2

Public Comment on this item
Briefing/Discussion/Decision
Request Approval for Grant Application
National Fish and Wildlife Foundation Chesapeake Bay
Stewardship Fund Small Watershed Grant
[Farm Museum, Basin B and Langdon](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 3

Public Comment on this item
Briefing/Discussion/Decision
Request Approval for Grant Application
National Fish and Wildlife Foundation Chesapeake Bay
Stewardship Fund Innovative Nutrient and Sediment Reduction Grant
[Blue Ridge](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 4

Public Comment on this item
Briefing/Discussion/Possible Decision
[Request Approval for Submission of FY17 Physical Security Grant](#)
Application for the Carroll County Circuit Court
Carroll County Circuit Court ~ Mr. J. Barry Hughes
Department of Management & Budget ~ Mr. Ted Zaleski

Item 5

Public Comment on this item
Briefing/Discussion
Three Month Easement Extension for
[Baltimore Gas & Electric at Northern Landfill](#)
Department of Public Works ~ Mr. Jeff Topper

Public Comment

Wednesday ~ April 27, 2016

- 11:30 a.m. 2016 Volunteer Recognition Ceremony
Westminster Senior Center ~ Westminster, Maryland
Commissioner Wantz
- 2:30 p.m. Carroll County Board of Education Work Session
Westminster, Maryland
Commissioner Rothschild
- 7:00 p.m. Carroll County Special Education Citizens' Advisory Committee
Recognition and Appreciation Awards Ceremony ~ Westminster, Maryland
Commissioner Frazier
- 7:00 p.m. Freedom Community Comprehensive Plan Update ~ Citizen Outreach
South Carroll Senior Center ~ Sykesville, Maryland
Commissioners *Weaver & Howard*

Thursday ~ April 28, 2016

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

Positively Carroll

Item 1

Public Comment on this item
Briefing/Discussion/Decision
Request Approval of State Health Insurance
Assistance Program Grant Submission
Department of Citizen Services ~ Ms. Christine Kay
Department of Management & Budget ~ Mr. Ted Zaleski

Item 2

Release of Proposed Budget
Department of Management & Budget ~ Mr. Ted Zaleski

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

Thursday ~ April 28, 2016 (Continued)

- 6:00 p.m. *Carroll County Drug & Violence Expo Ceremony
Carroll County Agricultural Center ~ Westminster, Maryland
Commissioners Wantz, Weaver, Frazier & Howard*
- 7:00 p.m. *Finksburg Area Planning Council Meeting
Finksburg Branch Library ~ Finksburg, Maryland
Commissioner Weaver*

Friday ~ April 29, 2016

- 10:30 a.m. *2016 Volunteer Recognition Ceremony
North Carroll Senior Center ~ Hampstead, Maryland
Commissioner Weaver*
- 12:00 p.m. *Clean Chesapeake Coalition Meeting
Wye Mills, Maryland
Commissioner Rothschild*
- 2:00 p.m. *Arbor Tree Planting Ceremony
Carroll Community College ~ Westminster, Maryland
Commissioners Wantz, Weaver & Howard*

Saturday ~ April 30, 2016

- 9:00a.m. *Finksburg Community Men's Prayer Breakfast
Mt. Zion Church ~ Finksburg, Maryland
Commissioner Weaver*
- 11:00 a.m. *Taneytown History Museum Grand Opening
Taneytown, Maryland
Commissioners Wantz & Howard*

Sunday ~ May 1, 2016

- 9:05 a.m. *"The Commissioners' Report" – WTTR
Commissioner Frazier*
- 1:30 p.m. *65th Anniversary of the Opening of the Davis Library/Tribute to W. H. Davis
Westminster Branch Library ~ Westminster, Maryland
Commissioners Wantz & Howard*

*** Upcoming Events****

Community Budget Meetings

5/2/16	Eldersburg Branch Library	7:00 p.m.
5/3/16	Mt. Airy Branch Library	7:00 p.m.
5/9/16	Taneytown Branch Library	7:00 p.m.
5/10/16	North Carroll Branch Library	7:00 p.m.
5/11/16	(Westminster) County Office Bldg.-Reagan Room	7:00 p.m.

Budget Public Hearing

5/12/16	Scott Center ~ Carroll Community College	7:00 p.m.
---------	--	-----------

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

GRANT APPLICATION BRIEFING

April 24, 2016

Program Title: Langdon Stormwater Management Facility

Funder: Maryland State Highway Administration

Grant Period: September 2016-December 2018

Department/Agency: Department of Land and Resource Management; Bureau of Resource Management

Background: The Department of Land and Resource Management, Bureau of Resource Management (BRM) is seeking \$1,289,283.92 from the Maryland State Highway Administration's Transportation Alternatives Program (TAP) to fund the construction of a stormwater management facility in Westminster, MD. The proposed facility will treat 203.46 acres of total drainage area, 92.10 of which are impervious, flowing into the Double Pipe Creek watershed. The implementation of this facility will help meet certain requirements to treat impervious surfaces as set forth by the National Pollutant Discharge Elimination System (NPDES) permit, and improve water quality in the Double Pipe Creek and its tributaries, and the Chesapeake Bay.

Program: Transportation Alternatives Program

Funder	Status	Cash Match	Grant Request	Project Costs
Grant Request (Construction)	Applying		\$1,289,283.92	\$1,289,283.92
County Cash Match (Engineering & Construction)	In-Hand	\$322,321.00		\$322,321.00
NFWF Grant (Construction Langdon and Farm Museum)	Applying		\$200,000.00	
DNR – Chesapeake & Atlantic Coastal Bays Trust Fund (Langdon)	Pending		\$900,000.00	
Project Costs (Design and Construction):				\$1,611,604.92

Staff Recommended Motion:

I move that the Board of Commissioners directs staff to submit an application for the proposed grant.

Motion _____

Second _____

Approved _____

Disapproved _____

Attending:

Tom Devilbiss, Director, Department of Land and Resource Management

Gale Engles, Bureau Chief, Bureau of Resource Management

Colleen Ensor, Watershed Grants Analyst, Bureau of Resource Management

Debby Standiford, Grants Manager, Department of Management and Budget

GRANT APPLICATION BRIEFING

April 24, 2016

Program Title: Blue Ridge Manor Stormwater Management Facility Retrofit

Funder: National Fish and Wildlife Foundation's (NFWF) Chesapeake Bay Stewardship Fund

Grant Period: October 2016 - October 2019

Department/Agency: Department of Land and Resource Management; Bureau of Resource Management

Background: The Department of Land and Resource Management, Bureau of Resource Management (BRM) is seeking \$200,000.00 from the National Fish and Wildlife Foundation's Chesapeake Bay Stewardship Fund for an Innovative Nutrient and Sediment Reduction initiative in the county. The proposed project, the Blue Ridge Manor stormwater management facility in New Windsor, is located in the Double Pipe Creek Watershed. The pond is currently functioning as a shallow marsh pond for the subdivision and is located off of Clauser Court. The County in partnership with the Town of New Windsor is looking to retrofit the facility to help reduce nutrients from entering our local waterways and ultimately the Chesapeake Bay. The facility will be brought up to current standards thereby ensuring that the facility is capturing and adequately treating runoff from all of the drainage area which was intended to drain into the facility.

Program: Innovative Nutrient and Sediment Reduction Grant

Funder	Status	Cash Match	Grant Request	Project Costs
County Cash Match	In-hand	\$339,313.00		\$339,313.00
NFWF Grant (Construction)	Applying		\$200,000.00	\$200,000.00
DNR – Chesapeake & Atlantic Coastal Bays Trust Fund	Pending		\$250,000.00	
Project Costs (Design and Construction)				\$539,313.00

Staff Recommended Motion:

I move that the Board of Commissioners directs staff to submit an application for the proposed grant.

Motion _____

Second _____

Approved _____

Disapproved _____

Attending:

Tom Devilbiss, Director, Department of Land and Resource Management

Gale Engles, Bureau Chief, Bureau of Resource Management

Colleen Ensor, Watershed Grants Analyst, Bureau of Resource Management

Debby Standiford, Grants Manager, Department of Management and Budget

GRANT AWARD BRIEFING
4/28/16

Grant Title: FY17 Physical Security Grant

Grant Funder: Administrative Office of the Court

Grant Period: 7/1/16 – 6/30/17

Agency: Circuit Court of Carroll County

Deadline: ASAP

Background: Each year the MD Administrative Office of the Court awards funds to Court operations throughout the state to increase safety and security. Recommendations for these security measures are detailed in the 2010 National Center for State Courts Security Assessment Report for the Circuit Court of Carroll County.

FY17 Courthouse Security Grant Award Budget

Prioritized List	Request	Award
Duress Alarms – Bailiffs and Clerk’s Bench	\$1,250	\$1,250
Bullet Resistant Glass – Main Entrance	\$64,669	0
Bullet Resistant Panels – Bailiff’s Station – Courthouse Annex	\$35,984	\$35,984
Bullet Resistant Panels – Courtroom #2 - Judge’s Desk	\$7,576	\$7,576
Bullet Resistant Panels – Courtroom #4 - Judge’s Desk	\$8,273	\$8,273
Bullet Resistant Panels – Courtroom #6 - Judge’s Desk	\$6,375	\$6,375
Bullet Resistant Panels – Courtroom #8 - Judge’s Desk	\$5,833	\$5,833
Security Fencing – Equipment - Annex	\$2,383	\$2,383
Security Fencing – Equipment – Courtroom 10	\$13,566	\$13,566
Security Fencing – Equipment – Historic Courthouse	\$7,380	\$7,380
Bullet Resistant Panels and Glass - Volunteer Community Services	\$36,607	0
Bullet Resistant Panels and Glass - Civil Office	\$27,547	\$27,547
Bullet Resistant Panels and Glass - Land Records	\$28,476	0
Total	\$245,919	\$116,167
County Cash Match	\$0.00	
Total Project:	\$245,919	\$116,167

Staff Recommended Motion: I move that the Board of Commissioners accept the FY17 Physical Security Grant for the Circuit Court of Carroll County.

Attending:

Susan Leary, Court Administrator, 410-386-2854
Bobbie Erb, Deputy Court Administrator. 410-386-2330
Debby Standiford, Grants Office, 410-386-2212



Department of Public Works

Dusty Hilbert, Bureau Chief

Ext. 2035

Briefing & Discussion

Issue: Briefing & Discussion

3 Month Easement Extension for BGE at Northern Landfill

Background: BGE has leased property at Northern Landfill since 1998 for an LNG Pumping Station. The property is 5 acres with over ½ acre being a security fenced area. The easement has been a \$20,000 per year source of revenue to Northern Landfill.

Briefing & Discussion: Recent changes in BGE's system will no longer require this facility. They are starting the process of dismantling and removing equipment.

The process may take beyond the current expiration of the lease agreement, September 30, 2016. BGE is requesting a 3 month extension to allow until December 30, 2016 for equipment removal.

County Attorney's office has determined the sufficiency of the draft extension and determined the Deputy Director may sign the extension.

In lieu of prorated payment for the 3 month period, BGE will leave several improvements to the property for County use.

- Security Fencing around 0.637 acres
- Electric Service to the fenced area
- Compressor building (8' x 10')
- Tower mounted outdoor area lighting
- Air compressor

cc: Timothy Burke, County Attorney, Department of the County Attorney
Jeff Topper, Deputy Director, Department of Public Works
Dusty Hilbert, Chief, Bureau of Solid Waste

BRIEFING PAPER

April 28, 2016

Program Title: State Health Insurance Assistance Program (SHIP)

Funder: Maryland Department of Aging

Solicitation Coverage Period: April 1, 2016 – March 31, 2017

Department/Agency: Citizen Services/Bureau of Aging and Disabilities

Summary: The purpose of the SHIP Program is to strengthen the capability of States to support a community-based network of SHIP offices that provide counseling, education and outreach to Medicare beneficiaries to assist with their Medicare and other health insurance questions. This is a grant renewal. The process for grant application and grant acceptance with Maryland Department of Aging has changed and therefore, Area Agencies on Aging are no longer required to provide a signature to indicate acceptance of a grant award. Submission of this grant application signifies acceptance of the grant award.

Impact: The SHIP program offers community education sessions to provide individuals with information about Medicare and Medicare prescription drug plans. The program also offers individual one-on-one appointments and provides assistance to community members during Medicare Part D Open Enrollment. The information provided assists Medicare beneficiaries and their caregivers in their understanding of and ability to access program benefits, including Medicare preventative services, as well as improve the value of their healthcare coverage.

SHIP Budget April 1, 2016 – March 31, 2017

SHIP Coordinator	\$17,150	
Total Grant Award		\$17,150
Required County Cash Match	0	
Total Program		\$17,150

Staff Recommended Motion: I move that the Board of Commissioners approves the State Health Insurance Assistance Program grant submission.

Attending:

Christine Kay, Director, Citizen Services, 410-386-3600

Gina Valentine, Aging and Disabilities Supervisor, 410-386-3800

Debby Standiford, Grants Office, 410-386-2212