

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 August 1, 2016

Revision 1 dated August 3, 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 ~ August 1, 2016

8:00 a.m. *Carroll County 4H Breakfast at the Fair
Westminster, Maryland
Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*

Tuesday ~ August 2, 2016

10:00 a.m. Board of County Commissioners Closed Administrative Session

5:00 p.m. *Development Design Consultants & Maryland Building Industry Crab Feast
Cockeysville, Maryland
Commissioner Rothschild*

6:00 p.m. *National Night Out ~ City of Westminster
Westminster, Maryland
Commissioner Frazier*

Wednesday ~ August 3, 2016

12:00 p.m. *Governor's Emergency Management Advisory Council Quarterly Meeting
Savage, Maryland
Commissioner Wantz*

3:00 p.m. Combined Education Committee Meeting
County Office Building ~ Reagan Room
Commissioners Weaver, Howard, Frazier & Rothschild

Wednesday ~ August 3, 2016 (Continued)

6:00 p.m. Planning & Zoning Commission Meeting
County Office Building ~ Reagan Room
Commissioners Weaver & Howard

7:00 p.m. *Friends of Save Charles Carroll Meeting*
Westminster, Maryland
Commissioner Wantz

Thursday ~ August 4, 2016

9:00 a.m. *Change of Command Ceremony ~ Colonel Thomas S. Rickard*
Ft. Meade, Maryland
Commissioner Howard

10:00 a.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 for FY2018 Community Parks &
Playground Grant Submission for Paving of
[Additional Parking Lot at Leister Park](#)
Department of Recreation & Parks ~ Mr. Jeff Degitz

Item 2

Public Hearing
Public Comment will be taken during the Public Hearing
[10-Year Solid Waste Plan](#)
Department of Public Works ~ Mr. Jeff Castonguay

Item 3

Public Comment on this item
Briefing/Discussion/Decision
[Exercise Option to Purchase Easement](#) and
Real Property on Langdon Oil Property, Observation Street
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Thursday ~ August 4, 2016 (Continued)

Item 4

Public Comment on this item
Briefing/Discussion/Possible Decision
[Request Approval for Veteran Transportation](#) to
Maryland Proton Beam Treatment Facility
Department of Citizen Services ~ Ms. Christine Kay

Item 5

Public Comment on this item
Briefing/Discussion/Decision
Request Approval of State DHCD's
[Maryland Mortgage Program](#)
Department of Citizen Services ~ Ms. Christine Kay

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

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

Item 5

Public Comment on this item
[Briefing ~ Charter/Home Rule Process](#)
Department of the County Attorney ~ Mr. Tim Burke

Item 6

Public Comment on this item
Briefing/Discussion
[County Space Planning](#) for:

- Law Enforcement
- States Attorney
- Board of Education

Department of Public Works ~ Mr. Jeff Castonguay

Public Comment

Closed Administrative Session immediately following Open Session

Friday ~ August 5, 2016

Saturday ~ August 6, 2016

*11:00 a.m. Old Fashioned Corn Roast Festival
Union Mills Homestead
Commissioners Wantz, Frazier, Howard & Rothschild*

*2:00 p.m. Eagle Scout Court of Honor Ceremony
Sandymount United Methodist Church ~ Finksburg, Maryland
Commissioner Weaver*

Sunday ~ August 7, 2016

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

*1:00 p.m. Joint Eagle Scout Courts of Honor
St. John's United Methodist Church ~ Hampstead, Maryland
Commissioner Weaver*

**** Upcoming Events****

8/25/16 Joint Commissioners/Municipalities Meeting 7:00 p.m.

9/15/16 Joint Commissioners/Delegation Meeting 2:00 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

Recreation & Parks

Briefing Paper

Issues:

Request permission to apply for Community Parks & Playground Grant in the amount of \$36,000 through the town of Hampstead to pave an additional parking lot at Leister Park

Background:

As a cooperative effort between the Town of Hampstead and Carroll County Government, Recreation & Parks previously received an \$88,000 Community Parks & Playground grant from the Department of Natural Resources towards the purchase and installation of playground equipment at Leister Park.

The Town of Hampstead has expressed a willingness to once again cooperatively submit a similar grant application this year to fund the paving of an additional parking lot at Leister Park.

The grant is for 100% funding and no local match is required. Grant applications are due by August 17, 2016 and awards are announced in June of 2017.

Staff Recommended Motion:

I move that the Board of Commissioners grant permission to Recreation and Parks to apply for a FY2018 Community Parks & Playground grant in the amount of \$31,000 through the Town of Hampstead to fund the paving of an additional parking lot at Leister Park.



Department of Public Works

Dusty Hilbert, Bureau Chief

Ext. 2035

Public Hearing

Purpose: Public Hearing - 10-Year Solid Waste Management Plan

Discussion: The Code of Maryland Regulations requires that Counties adopt a Solid Waste Management Plan (Plan) for a ten year period.

The current Plan has been amended over the last 9 years to address new regulations. The proposed Plan includes the amendments with updates to current and projected conditions.

In summary, Carroll County has sufficient waste disposal capacity for the projected 10 year term. The ongoing recycling operations are projected to continue meeting current requirements. The proposed Plan's goals and objectives are unchanged from the current operating Plan.

The County may amend the Plan at any time. Management ideas being deliberated by the Bureau of Solid Waste and the Solid Waste Advisory Council are options noted within both the current and proposed Plans. Therefore, concepts being discussed fall within the scope of the Plan.

MDE reviewed the initial draft and affirmed it satisfies COMAR regulations.

The Carroll County Planning and Zoning Commission certified the draft Plan is consistent with the Carroll County Master Plan.

Upon Board adoption of the Plan later this summer, it will be submitted to MDE for final approval.

Desired Action: Public Hearing for the Plan; pending public comment at the hearing and submitted comment after ten days, the Plan may be adopted by the Board of Commissioners.

Staff Recommended Motion: I move that the Board of Commissioners close the Public Hearing and keep the record open for comment for ten days, at which time the Board may consider adoption of the Ten Year Solid Waste Management Plan.

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

Department of Land and Resource Management
Bureau of Resource Management
Briefing Paper
August 4, 2016

Issue:

Exercise Option to Purchase Easement and Real Property on the Langdon Oil Property; Observation Street located in the City of Westminster

Background:

As part of the joint National Pollutant Discharge Elimination System (NPDES) permit; Carroll County and the municipalities are required to treat 20% of the County's untreated impervious acreage. In October 2014, the County and municipalities jointly signed a Memorandum of Agreement entering into the next generation of the NPDES permit. The agreement outlines processes and procedures for joint stormwater mitigation projects. The Langdon Oil Company currently owns a 5.0 acre parcel located in the Corporate Limits of the City of Westminster on Observation Street which is an extension of Westminster Avenue. Engineering studies have been performed indicating the site would be a prime location for a stormwater management facility which would treat a 203 acre drainage area; 92 acres of which are untreated impervious area. The Board previously moved to pursue purchase of the property on March 24, 2016.

On April 7, 2014, an appraisal of the property was performed by Bitzel & Associates, Inc. for the City of Westminster. The market value of the property according to the appraisal was \$300,000.00 and the property owners have agreed to the purchase price.

Action:

Discussion/Decision – Staff is requesting approval to purchase the Langdon Oil Company Property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercise an Option to Purchase the Langdon Oil Company Property.

Attending:

Tom Devilbiss, Director, Land and Resource Management
Gale Engles, Bureau Chief, Resource Management

BRIEFING PAPER
August 4, 2016

Program Title: Veterans Shuttle Transportation Program

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

Issue: Briefing/discussion/possible decision regarding request to transport a Veteran to an alternate destination for medical treatment

Summary: The Veterans Shuttle Transportation Program transports Veterans to four approved Veteran Administration (VA) Medical facilities. The approved locations are the Baltimore VA Medical Facility, Loch Raven, Fort Detrick and Martinsburg, WV. The Veterans Shuttle Transportation Program received a request to transport a Veteran to Maryland Proton Beam Treatment facility in Baltimore. The Veteran is scheduled to receive treatments at this facility starting in mid-August. He will receive treatments five days per week, for five weeks.

Impact: Approving this request will enable the Veteran to receive cancer treatments.

Recommendation: I move that the Board of Commissioners approve the request for the Veteran to be transported to the Maryland Proton Beam Treatment Facility.

Attending:

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

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

**DEPARTMENT OF CITIZEN SERVICES
BUREAU OF HOUSING AND COMMUNITY DEVELOPMENT**

August 4, 2016

Issue:

Approval and signing of documents related to the Maryland Department of Housing and Community Development (DHCD) 2016 On-Behalf-Of Local Government Housing Program

Background:

The “On-Behalf-Of” initiative is an annual State bond issue used to promote home ownership. The program offers local governments opportunities to partner with the State to provide mortgage financing for first time home buyers.

By agreeing to have the State administer funds designated for Carroll County, the following process occurs: DHCD issues bonds; the allocation is held 60 days for Carroll County’s exclusive use; bond proceeds not used within the 60 days revert to a Statewide pool of funds available to eligible applicants, including Carroll Countians, on a first-come, first-served basis.

The amount available to Carroll County in this action is \$5,903,530. It is recommended that the full amount be authorized to the State to be used in the Maryland Mortgage Program.

Staff Recommended Motion:

I move that the Board of Commissioners approve the authorization of \$5,903,530 in bond allocation to the State DHCD’s Maryland Mortgage Program On Behalf of Carroll County and sign the Statement of Conditions for Participation.

Department of the County Attorney
Briefing Paper
Presentation – Thursday, August 4, 2016

Issue: Code Home Rule/Charter Government

Background: At the Board's request, I have researched the process of going from a Commissioner form of government to a charter/code home rule form of government. During staff time, I will present my findings through a PowerPoint presentation, a copy of which will be forwarded to you prior to the presentation date.

**Requested
Action:** n/a – presentation only.



Department of Public Works

Scott Moser, Deputy Director

Ext. 2248

Briefing paper

Issue: County Space Planning For:
Law Enforcement
States Attorney
Board of Education

Background: On June 2nd, the Board of Commissioners and staff discussed hiring a firm to design a new Law Enforcement Building at the existing Army Reserve Building. The Commissioners voted unanimously to fund the programming requirements and needs assessments for the Sheriff's Office, State's Attorney's Office and the Board of Education.

The goal of this planning exercise is to determine if the existing buildings which include Winchester Bldg., the Army Reserve Bldg. and New Windsor Middle School could be modified to fit these purposes.

Staff and the architect have met with all agencies involved and is now prepared to discuss the findings with the Board of Commissioners.

Desired action: Briefing, Discussion
August 4, 2016