

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
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MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of October 10, 2016 Revision 1 dated October 12, 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 ~ October 10, 2016

County Offices Closed in Observance of Columbus Day

Columbus Day

Observed the second
Monday of October



6:00 p.m. *A Culinary Experience benefitting Rape Crisis Intervention Service
Martin's Westminster ~ Westminster, Maryland
Commissioners Wantz & Weaver*

Tuesday ~ October 11, 2016

8:00 a.m. *Shock Trauma Center Board of Visitors Meeting
Baltimore, Maryland
Commissioner Wantz*

7:00 p.m. *Carroll County Ag Center Board Meeting
Westminster, Maryland
Commissioner Frazier*

Wednesday ~ October 12, 2016

9:30 a.m. *Carroll County Farm Museum Advisory Board Meeting
Westminster, Maryland
Commissioner Weaver*

Wednesday ~ October 12, 2016 (Continued)

7:00 p.m. *Commissioner Frazier's Town Hall Meeting
Westminster Senior Center ~ Westminster, Maryland
Commissioners Frazier & Howard*

Thursday ~ October 13, 2016

8:30 a.m. Board of County Commissioners Closed Administrative Session

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

Positively Carroll

Item 1

Public Comment on this item

Discussion/Decision

Request Approval to Accept Grant Award from

Governor's Office of Crime Control & Prevention (GOCCP)

[For the Law Enforcement Training Scholarship \(LETS\) Program Grant](#)

Carroll County State's Attorney's Office ~ Mr. Brian DeLeonardo

Department of Management & Budget ~ Mr. Ted Zaleski

Item 2

Public Comment on this item

Discussion/Decision

Request Approval for Acceptance of FY17

[Transportation Operating Awards](#)

Department of Public Works ~ Mr. Jeff Castonguay

Department of Management & Budget ~ Mr. Ted Zaleski

Item 3

Public Comment on this item

Briefing/Discussion/Possible Decision

Request Approval of 2016-2017 Hazardous

[Materials Emergency Preparedness Grant Award](#)

Department of Public Safety ~ Mr. Scott Campbell

Department of Management & Budget ~ Mr. Ted Zaleski

Thursday ~ October 13, 2016 (Continued)

Item 4

Public Comment on this item
Briefing/Discussion/Possible Decision
[Request Approval of 2016-2017 Urban Area Security Initiative](#)
Department of Public Safety ~ Mr. Scott Campbell
Department of Management & Budget ~ Mr. Ted Zaleski

Item 5

[Public Hearing ~ Proposed Zoning Text Amendment](#)
Public Comment will be taken during the Public Hearing
Solar Surface Area Requirements in Residential Districts
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 6

Public Comment on this item
Decision
[Spring 2016 Amendments](#) to the
2014 Water & Sewer Master Plan
Department of Planning ~ Mr. Phil Hager

Item 7

~~Public Comment on this item
Briefing/Discussion/Possible Decision
[Request Approval for Opening Warming & Cooling Centers
On Days When the County is Closed](#)
Department of Citizen Services ~ Ms. Christine Kay~~

Item 8

~~Public Comment on this item
Briefing/Discussion/Possible Decision
[Request Approval of the Carroll County Public Network
Equipment Maintenance Agreement](#)
Department of Technology Services ~ Mr. Mark Ripper~~

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

Closed ~ Legal Advice

1:00 p.m. Closed Administrative Session

Thursday ~ October 13, 2016 (Continued)

- 5:30 p.m. *Union Mills Homestead Foundation Annual Dinner
Westminster, Maryland
Commissioner Wantz*
- 5:30 p.m. *Meet New President/CEO of Maryland Chamber of Commerce
Westminster, Maryland
Commissioners Weaver, Frazier & Howard*

Friday ~ October 14, 2016

- 7:00 p.m. *General Education Development & National External Diploma
Recognition Ceremony ~ Westminster, Maryland
Commissioner Frazier*

Saturday ~ October 15, 2016

- 8:30 a.m. *Carroll County Farm Museum 50th Anniversary Parade & Celebration
Westminster, Maryland
Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*
- 12:00 p.m. *Patapsco United Methodist Church Roast Beef Dinner
Finksburg, Maryland
Commissioner Weaver*
- 4:00 p.m. *Pumpkin Palooza Judge ~ Emerald Hill
Westminster, Maryland
Commissioner Wantz*

Sunday ~ October 16, 2016

- 9:05 a.m. *“The Commissioners’ Report” – WTTR
Commissioner Weaver*
- 2:00 p.m. *Presentation on National Parks Program
Mt. Airy Branch Library ~ Mt. Airy, Maryland
Commissioner Rothschild*

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 AWARD BRIEFING

10/13/16

Program Title: Forensics Evidence Training

Grant Title/Funder: Law Enforcement Training (LETS) Training Scholarship Program Grant/
Governor's Office of Crime Control & Prevention (GOCCP)

Grant Period: 10/1/16 – 12/31/16

Department/Agency: State's Attorney's Office (SAO)

Due Date: ASAP

Background: The Carroll County State's Attorney's Office has been awarded funds to cover the cost of participation in a Forensics Evidence specialized training course.

Program: The award from the Governor's Office of Crime Control & Prevention (GOCCP) will provide training for one criminal investigator to attend the Forensics Evidence training course. This specialized training provides information and skills regarding the challenges facing investigators in prosecutor's office in the 21st century.

Impact: The information obtained through this training will be shared with several neighboring allied law enforcement agencies, as well as within the investigative team of the State's Attorney's Office.

Award Budget

Total Cost for Training		\$2,581
Grant Award	\$2,581	
Cash Match	\$0	
Total Program		\$2,581

Recommendation: I move that the Board of Commissioners accept the Law Enforcement Training Scholarship (LETS) Program Grant Award.

Attending:

John Carhart, State's Attorney's Office

Debby Standiford, Grants Office

GRANT AWARD BRIEFING PAPER
10/13/16

Project Name: FY 2017 Annual Transportation Plan Operating Awards

Department: Department of Public Works

Funding Agency: Maryland Department of Transportation (MTA) with pass through funds from the Federal Department of Transportation (FTA)

Summary:

Carroll County's public transit system serves seniors, persons with disabilities, and the general public five days per week using a fleet of 34 vehicles, 26 that are equipped with lifts. Services include two types of public transportation services to Carroll County citizens: Demand response and Trailblazer deviated-fixed routes. Demand response routes allow citizens to call 24 hours prior to the need and schedule transportation anywhere in the County. TrailBlazer routes serve Westminster, South Carroll, and connect Eldersburg to Westminster, and Taneytown to Westminster.

The FY17 Transportation Operating Budget – Current Operations

Vendor Budget Less Projected Revenue	\$1,580,974
County Operating Expenses	\$220,306
Total Cost of Operations	\$1,801,280
FTA/MTA Operating Award (Flat Funded from FY14)	\$604,574
County Contribution	\$1,196,706

Additional Funding

In addition, FTA/MTA awarded the county \$185,417 contingent on the successful implementation of the improvements outlined in the TDP including Bi-Directional Westminster service, the South Carroll TrailBlazer revision, a new Hampstead and Manchester TrailBlazer, and evening hours in Westminster. Given the status of bus procurement, the only improvement that will be implemented in FY17 is the Westminster evening service.

Projected Westminster Evening Service Budget
(6 months)

Vendor Budget	\$54,000
Fare Revenue	\$3,600
Net Program Cost	\$50,400
FTA/MTA Reimbursement	\$31,900
County Contribution	\$18,500

Projected budgets for all improvements will be included in the FY18 Annual Transportation Plan.

Staff Recommended Motion: I move that the Board of Commissioners accept the FY17 FTA/MTA operating awards for the Annual Transportation Plan.

Attending: Jeff Castonguay, Public Works
 Jeff Topper, Public Works
 Jodi Glock, Transportation
 Debby Standiford, Grants Office

GRANT AWARD BRIEFING
October 13, 2016

Program Title: 2016-2017 Hazardous Materials Emergency Preparedness Grant

Funder: U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration passed through to Maryland Emergency Management Agency (MEMA)

Grant Period: October 1, 2016 – September 30, 2019

Department: Department of Public Safety

Background: Hazardous Materials Emergency Preparedness (HMEP) Grant funds are provided to increase State and local effectiveness in safely and efficiently handling hazardous materials accidents and incidents, enhance implementation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA), and encourage a comprehensive approach to emergency training and planning.

The Department of Public Safety will use the funding to provide the following training:
STTS Tank Truck Course
International Hazardous Materials Response Teams Conference
Tabletop Exercise For Concepts Learned From STTS Tank Truck Course

2016-2017 HMEP Budget

Category	Federal Award	County Match*	Total Project
Training	\$13,100	\$3,275	\$16,375

*In-kind match of meeting space and training materials.

Staff Recommended Motion: I move that the Board of Commissioners accept the 2016-2017 Hazardous Materials Emergency Preparedness Grant Award

Attending:
Scott Campbell, Public Safety
Doug Brown, Public Safety
Debby Standiford, Grants Office

GRANT AWARD BRIEFING
October 13, 2016

Program Title: FFY16 Urban Area Security Initiative (UASI)
Funder: U.S. Homeland Security passed through Maryland Emergency Management Agency (MEMA)
Grant Period: September 1, 2016 – August 31, 2018
Department: Department of Public Safety

Background:

As a member of the Baltimore Urban Area Security Initiative (UASI), Carroll County is eligible to receive grant funds specifically allocated and only available to the member-jurisdictions of these federally designated regions.

Carroll County has received notification that its FFY2016 Urban Area Security Initiative funds allocation will be a total of \$237,321. Compared to the FFY2015 award, the FFY2016 funding represents a decrease of \$81,413. The entire Baltimore region was cut and the decreased funding was distributed equitably among all member jurisdictions.

Impact:

The Urban Area Security Initiative (UASI) provides an integrated mechanism that builds and sustains core capabilities to support the nation’s preparedness against terrorist attacks, major disasters, and other emergencies. In Carroll County, the funding will support the emergency alert and notification system, mobile command units, emergency planners, CBRNE (Chemical, Biological, Radiological, Nuclear, and Explosives) response and law enforcement. While funding has declined, Public Safety plans to work within the allocated budget for FY17; however, the department’s FY18 budget request will increase if the UASI grant continues to be funded at a lower level.

Budget

Category	Federal Award	County Match	Total Project
Emergency alert and notification system			
Mobile command unit			
Emergency planners	\$237,321	\$0	\$237,321
CBRNE response			
Law enforcement			

Staff Recommended Motion: I move that the Board of Commissioners accept the FFY16 Urban Area Security Initiative (UASI) Grant Award.

Attending:

Scott Campbell, Public Safety
Doug Brown, Public Safety
Debby Standiford, Grants Office

Department of Land & Resource Management

Briefing Paper

October 13, 2016

Open Session

Issue:

Public Hearing – Proposed Zoning Text Amendment – Solar Surface Area Requirements in Residential Districts

Background:

At Board's direction, the Environmental Advisory Council (EAC) researched various approaches for solar surface area requirements in residential zoning districts. The EAC's findings and recommendations were forwarded to the Board in a report in April 2016.

On May 12, 2016, the EAC briefed the Board on its findings and recommendations, and requested the Board's direction on proceeding to present the recommendations to the Carroll County Planning & Zoning Commission. The Board voted to do so, with the recommendations as written. The EAC presented its recommendations to the Planning & Zoning Commission on June 29, 2016, and again on August 3, 2016. The Commission voted to support the EAC recommendations as presented to the Board.

On September 15, 2016, the Board gave staff approval to proceed with the process of scheduling a public hearing on the proposed code amendments.

Action:

Hold public hearing.

Staff-Recommended Motion:

I move that the Board of Commissioners close the Public Hearing and keep the record open for ten days.

Attendees:

Tom Devilbiss, Department of Land & Resource Management
Tim Burke, County Attorney
Brenda Dinne, Department of Land & Resource Management

Department of Planning

Briefing Paper

October 13, 2016

Open Session

Issue:

2016 Spring Amendments to the 2014 Water and Sewer Master Plan

Background: A public hearing was held on September 29th for the purpose of accepting testimony on the 2016 Spring Amendments to the 2014 Carroll County Water and Sewer Master Plan. There was no testimony. After providing an opportunity for comment, the Board approved a motion to close the hearing and maintain an open record for a period of ten (10) days.

Since that period of time has now expired, the Board of County Commissioners is being asked to approve a Resolution to adopt these Amendments in order for the plan to be forwarded to the Maryland Department of the Environment for their approval.

Action: Discussion and Adoption.

Staff Recommended Motion: I move that the Board approve a Resolution adopting proposed amendments to the 2014 Water & Sewer Master Plan.

Attendees:

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