



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157
www.ccgovernment.carr.org

Open Session

~ Minutes ~

Admin

Thursday, January 7, 2016

10:00 AM

County Office Building Rm 311

I. Call to Order

Attendee Name	Organization	Title	Status	Arrived
Stephen Wantz	Board of Carroll County Commissioners	President	Present	
Richard Weaver	Board of Carroll County Commissioners	Vice-President	Present	
Dennis Frazier	Board of Carroll County Commissioners	Secretary	Present	
Richard Rothschild	Board of Carroll County Commissioners	Commissioner	Present	
Doug Howard	Board of Carroll County Commissioners	Commissioner	Present	

II. Invocation ~ Commissioner Wantz

III. Positively Carroll

IV. Public Comment ~ Item V

None

V. Briefing - Concurrency Management Plan Presentation

As required in Chapter 156, an annual Concurrency Management Report is prepared for use by the Planning Commission and the County in reviewing the Community Investment Plan (CIP). During the September 15, 2015 Planning Commission meeting, the Commission reviewed the Fiscal Year 2015 Concurrency Management Report and requested that the threshold levels for fire and emergency medical services as stated in Chapter 156 be reviewed and that information be presented to the Board of Commissioners.

VI. Public Comment ~ Item VII

None

VII. Briefing/Discussion ~ Concurrency Management Code Change

The Carroll County Planning and Zoning Commission directed staff to review the threshold levels for fire and emergency medical services as stated in Chapter 156. Led by the Department of Public Safety, a committee was formed that subsequently resulted in approval of the revised standards by the Carroll County Planning and Zoning Commission with a recommendation to present to the Board of Commissioners. To adopt these revisions, a code amendment to Chapter 156 will be required. Staff will be requesting notice to proceed to public hearing.

The recommendation of the Planning and Zoning Commission were:

1. Reviewed and Approved unanimously by Emergency Medical Services Ops Committee on 3/31/2015
2. Reviewed and Approved unanimously by Fire/Rescue Ops Committee on 3/24/2015
3. Reviewed and Approved by Carroll County Volunteer Emergency on 4/6/2015

The recommended revisions are intended to recognized changes that have occurred subsequent to the initial adoption of the current threshold/criteria. Mr. Scott Campbell reviewed the current standards of "The Average Response Time - Current Standards"; Late and No Response Percentage Current Standard and Roads and Bridges Current Standards. After Mr. Campbell sharing the information and a discussion with the Board regarding these issues. The Board directed Mr. Campbell to come back to the Board with additional more specific information to discuss prior to approval of going to public hearing.

VIII. Public Comment ~ Item IX

None

IX. Briefing ~ Comcast Franchise Agreement

The purpose of this briefing is to provide the Commissioners with an overview of the new Comcast Cable Franchise Agreement.

Topics for discussion:

- Changes between the current agreement and the new agreement.
- Steps to accepting the new agreement.

X. Public Comment ~ Item XI

None

XI. Briefing/Discussion/Decision ~ Request Approval to Purchase Meraki Hardware and Software for Wireless Access and Mobile Device Management

The Department of Technology Services in cooperation with the Bureau of Purchasing is requesting the Board's approval to award the purchase of replacement hardware and new management software for the existing wireless network in Carroll County Government facilities to Disys, Inc. in the maximum purchase amount of \$107,000. This purchase will be made off the State of Maryland contract which was competitively bid. Funding exists within the approved budget and the project will address the following issues:

1. The existing wireless network is running at capacity. Users commonly experience difficulty connecting to the wireless network.
2. Expanding the existing wireless capability and incorporating Mobile Device Management software necessitates replacing the existing hardware.
3. The Mobile Device Management software being purchased will introduce management and security features desirable and appropriate for modernization of our wireless capability.

1. **Motion To:** approve the award of bid for replacement hardware and new management software for the existing wireless network in Carroll County Disys, Inc. in the maximum purchase amount of \$107,000.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Doug Howard, Commissioner
SECONDER:	Dennis Frazier, Secretary
AYES:	Wantz, Weaver, Frazier, Rothschild, Howard

XII. Public Comment ~ Item XIII

None

XIII. Briefing/Discussion/Decision ~ Request Acceptance of the Award for the Emergency Solutions Grant

The Department of Citizen Services applies each year for Emergency Solutions Grant (ESG) funds to support the Emergency Shelter Services and Rapid Re-housing Programs operated by Human Services Program (HSP). This competitive grant is funded through a combination of Federal (U. S. Housing and Urban Development) and State funds. The 23 bed Intact Family Shelter is the only shelter in the County for intact families or single dads with their children, while the 23 bed Women's Shelter serves single women and women with their children. In FY15, these two shelters served 200 unduplicated clients including 88 children. The Rapid Re-housing Program serves families with children and provides rental assistance for a maximum of 6 months. In FY15, the Program housed 16 clients including 10 children. The County was awarded \$116,654 of the \$145,000 requested in the application. This is down slightly from the \$123,250 awarded last year. Maryland Department of Housing and Community Development broadened the eligibility for ESG this year to include entitlement jurisdictions that serve homeless youth, yet had the same amount of total funding to distribute resulting in smaller awards.

1. **Motion To:** accept the Emergency Solutions Grant Award in the amount of \$116,654

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dennis Frazier, Secretary
SECONDER:	Richard Rothschild, Commissioner
AYES:	Wantz, Weaver, Frazier, Rothschild, Howard

XIV. Public Comment ~ Item XV

None

XV. Briefing/Discussion ~ Setting the School Impact Fee

In October 2013, the Board of Commissioners set the school impact fee to zero through June 30, 2016. This is an opportunity for the Board to discuss what action they want to pursue after that date. The Board discussed this issue with Mr. Ted Zaleski, Chief, Bureau of Management and Budget. Mr. Zaleski shared with the Board that the school enrollment figures have not changed (raised or lowered) since 2013 and there has not been a reason to reinstate the impact fee. If the Board should raise the impact fee, the county would only be allowed to retain the fee for 6 years and if those funds are not used within those 6 six then the impact fee funds would have to be refunded back to the developer. The Board

decided to delay their decision until later in February. Staff will bring this matter back to the Commissioners at that time.

XVI. Public Comment

Citizen(s) comment: No comments were received.

XVII. Approval/Adoption of Minutes

1. Thursday, December 17, 2015

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Doug Howard, Commissioner
SECONDER:	Richard Rothschild, Commissioner
AYES:	Wantz, Weaver, Frazier, Rothschild, Howard

2. Thursday, December 17, 2015

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Richard Weaver, Vice-President
SECONDER:	Dennis Frazier, Secretary
AYES:	Wantz, Weaver, Frazier, Rothschild, Howard

3. Motion To: approve the amendments to the closed meetings of 10/22/15 PM; 10/29/15 AM and PM; 11/05/15 AM; and 11/12/15 PM and approve all minutes from the four meetings

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Rothschild, Commissioner
SECONDER:	Doug Howard, Commissioner
AYES:	Wantz, Weaver, Frazier, Rothschild, Howard

XVIII. Administrative Session ~ Open

The following items were discussed:

1. Review of Draft Public Agendas for the weeks of January 11, 2016 and January 18, 2016
2. Signing of Documents

XIX. Adjourn ~ 12:55 PM

1. Motion To: adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dennis Frazier, Secretary
SECONDER:	Doug Howard, Commissioner
AYES:	Wantz, Weaver, Frazier, Rothschild, Howard