



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157

www.ccgovernment.carr.org

Open Session

~ Minutes ~

Admin

Thursday, August 11, 2016

9:30 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	
Dennis Frazier	Board of Carroll County Commissioners	Secretary	Present	
Richard Weaver	Board of Carroll County Commissioners	Vice-President	Present	
Richard Rothschild	Board of Carroll County Commissioners	Commissioner	Present	
Doug Howard	Board of Carroll County Commissioners	Commissioner	Present	

II. Moment of Silence ~ Commissioner Frazier

III. Positively Carroll

IV. Public Comment ~ Item No. V

None

V. Briefing/Discussion ~ Request for Change to One Grant Funded Position And One New Funded Position

The Workforce Innovation & Opportunity Act (WIOA) went into effect July 1, 2015. However, the WIOA final regulations were received June 30, 2016. Statewide WIOA partners convened on July 21st to discuss inter-agency partner planning and the new law requirements outlined in the recently released regulations. These changes require extensive partner negotiation and planning, new services to be planned and implemented, and additional performance measures. The new requirements necessitate additional supervisory staff to carry out the plan and meet ongoing performance requirements. BERC had these positions in the past and now request that they be activated to meet the tenets of the new law. One position is a supervisory upgrade and both positions are fully grant funded. Grant funding is available and both positions have the approval of Management & Budget and Human Resources.

- Motion To:** approve the two (2) grant funded positions: 1) Business and Employment Consultant Supervisor and 2) Operations and Resource Manager

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

VI. Public Comment ~ Item No. VII

None

VII. Discussion/Decision ~ Request Approval of Community Development Block Grant Award for CHANGE, Inc., Respite Inn Project

Carroll County's project for the CHANGE Respite Inn was one of 12 projects awarded in the State's FY17 Community Development Block Grant competition. The State awarded a total of \$4.7 million in funding state-wide. CHANGE, Inc. has worked in Carroll County since 1969 to help individuals with special needs reach their potential and lead fulfilling lives. One of the services provided by CHANGE, Inc. is the Respite Inn. The Respite Inn provides overnight accommodations for up to 2 weeks (and sometimes longer) in order to provide families and caregivers with respite for their family member with a disability. As one of only 5 overnight respite facilities in the state, the Respite Inn draws from Carroll as well as the surrounding counties. The Respite Inn renovations will address ADA concerns in the bathroom and back patio door. A new HVAC system, new windows and new lighting will increase energy efficiency. Finally, safety concerns will be addressed by reconfiguring the driveway and front entrance and replacing flooring. The project was awarded the entire request.

- Motion To:** approve the Community Development Block Grant (CDBG) award for the CHANGE Respite Inn project

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

VIII. Public Hearing ~ Medical Cannabis (Public Comments will be taken during the Public Hearing)

The Board of County Commissioners will convene a Public Hearing to accept testimony in support and/or opposition to a proposed zoning text amendment. The proposed legislation will amend the provisions of Chapter 158 of the Code of Local Ordinances in order to implement authorizing provisions, definitions, limits and safeguards for medical cannabis growing, processing and dispensing operations. At a prior meeting, the Board of Commissioners unanimously approved a motion directing staff to return a proposal dealing with medical cannabis to the Planning Commission to have the proposal finalized as a zoning text amendment in preparation for further legislative action. At their meeting on July 19, the Planning and Zoning Commission endorsed the proposed zoning text amendment and asked that it be forwarded to the Board of County Commissioners with a recommendation of approval. On July 21st, the Board authorized staff to proceed to a Public Hearing in this matter. In accordance with established procedures and pursuant to state and County statutes, this Hearing was advertised in a newspaper of general circulation within the prescribed timeframes.

There were 16 citizens in attendance for the public hearing. Several citizens shared their concerns with the Board regarding the proposed zoning amendments. The majority of the citizens were opposed to the proposed zoning amendments regarding the growing, processing and dispensing of medical cannabis.

After all the public comments were heard by the Board of Commissioners it was felt that additional information should be provided to the Board to ensure that they understand all the public comments made by the citizens that gave testimony and exactly what they can and cannot do and to know where the different requirements originated from and the reasoning behind them. Staff stated that they would get the information together and report back to the Board prior to them making any decisions. The Board would contact the Sheriff with their questions regarding security. It was felt that this information could be provided to the Board within the 10 days that the record would remain open so that the Commissioners could feel comfortable in deliberating on this issue. The Planning Director made note that he was aware that the Planning Commission wanted to ease into this slowly since it was new to anything that has been done before. The Board voted to close the hearing and hold the record open for 10 days to receive any additional comments. It was requested by Commissioner Rothschild if the Board would be comfortable with withdrawing that motion and consider adjudicating the issue today without getting any further input in order to make this a "principal permitted use in the Industrial Zone for the growing and processing portion of the amendment" and making that decision today? Several members of the Board were not comfortable with doing that because there may be other citizens who want to make comments but were unable to attend today's public hearing.

1. **Motion To:** close the public hearing and keep the record open for a period of not less than ten (10) days

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

IX. Public Comment ~ Item No. X

None

X. Briefing/Discussion/Decision ~ Request Approval for Grant Application - Westminster Community Pond Environmental and Educational Trail Signage

The Department of Land and Resource Management, Bureau of Resource Management (BRM) is seeking \$8,000.00 from the Lowe's Charitable and Educational Foundation's Community Partners Municipality Grant Program. This funding will support the purchase and installation of four signs to be placed along the walking trail at the newly renovated Westminster Community Pond. The BRM, in partnership with the Department of Recreation and Parks, will use this signage to raise awareness about the pond's impact on the quality of local water sources. The addition of these signs will encourage Carroll County residents to become stewards of the local watersheds and allow them to gain a better understanding of stormwater management and the Forest Conservation Act. The signage will also feature a description of the Eagle Scout constructed wetland, a history of the Community Pond, and a list of the new improvements.

1. **Motion To:** submit the grant application to the Lowe's Charitable and Educational Foundation's Community Partners Municipality Grant Program in the amount of \$8,000

RESULT:	ADOPTED [4 TO 0]
MOVER:	Doug Howard, Commissioner
SECONDER:	Dennis Frazier, Secretary
AYES:	Stephen Wantz, Dennis Frazier, Richard Weaver, Doug Howard
ABSTAIN:	Richard Rothschild

XI. Public Comment ~ Item No. XII

None

XII. Discussion/Decision ~ Request Approval for transfer of funds (Impact Fees) from Governor Frank Brown Trail to MacBeth Way Trail Connection

On July 14, 2016, the Commissioners approved award of construction of the Macbeth Way Trail to Thomas, Bennett & Hunter with budgeted funding. A transfer is required to move \$100,000 of Impact Fees from the Governor Frank Brown Trail to MacBeth Way Trail to capture the costs in one project.

1. **Motion To:** approve the transfer of \$100,000 in Impact Fees from Governor Frank Brown Trail (8513) to MacBeth Way Trail Connection (8514) ~ Resolution No. C-17-04

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

XIII. Public Comment ~ Item No. XIV

None

XIV. Briefing/Discussion/Possible Decision ~ Request Approval of Budget Transfer - John Pickett Road

The Department of Public Works was charged with improving the gravel portion of John Pickett Road. An amount of \$500,000 was identified in Gravel Roads for this work. In order to address the drainage needs, utility relocation, land acquisition, and paving of the portion from the existing paved road to Grimville Road, additional funds are required. Based on the current estimate, a budget transfer in the amount of \$400,000 (general funds) from Pavement Management 15 to Gravel Roads is being requested by the Department of Public Works.

1. **Motion To:** approve the budget transfer request from Pavement Management 15 to Unpaved Roads in the amount of \$400,000 ~ Resolution No. C-17.05

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

XV. Public Comment ~ Item No. XVI

None

XVI. Briefing/Discussion/Decision ~ Bid Approval - Cured in Place Pipe Lining

The Department of Public Works (Bureau of Utilities) in cooperation with the Bureau of Purchasing recommends award for the contractor services to perform cured in place pipe lining to Progressive Pipeline Management (PPM) in the amount of \$106,200. This is utilizing a term contract which was competitively bid and awarded. This amount is within the project budget and no additional funds will be necessary. This is a planned project that includes the installation of Cured in Place Piping from Quick Fox Ct. to Slacks Rd, Eldersburg, Md. The Cured in Place Pipe will be installed inside approximately 2150 +/- linear feet of 8" VCP (clay) pipe that was installed in 1974. This eliminates the need for open excavation. The urgency of this project has been identified by our field personal due to a history of repeated sewer back-ups and manhole surcharging caused by root intrusion. Secondly, to address infiltration which is an ongoing problem with clay pipe in wetland wooded areas.

- Motion To:** award the contract for cured in place pipe lining to Progressive Pipeline Management in the amount of \$106,200

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

XVII. Public Comment ~ Item No. XVIII

None

XVIII. Briefing/Discussion/Decision ~ Bid Approval - CAT 826K Landfill Compactor

The Bureau of Purchasing in cooperation with the Department of Public Works (Bureau of Solid Waste) request the Board's approval to award the contract for a CAT 826K Landfill Compactor to Alban CAT in the amount of \$624,457. This price was established through a national cooperative contract which was competitively bid and awarded and also includes a trade-in for the current compactor. The compactor will be used at the Northern Landfill for daily landfill operations.

- Motion To:** approve the purchase of a CAT 826K Landfill Compactor to Alban CAT in the amount of \$624,457

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

XIX. Public Comment ~ Item No. XX

None

XX. Briefing/Discussion/Decision ~ Bid Approval - Intellitime Clocks and Accessories

The Bureau of Purchasing in cooperation with the Department of the Comptroller and Department of Human Resources is requesting approval to purchase additional timeclocks, battery back-ups, PoE splitters and interfaces from IntelliTime Systems Corporation in the amount of \$47,000. This is in addition to hardware already purchased from Intellitime to support the implementation of the new Human Resources/Payroll system.

- 1. Motion To:** award the purchase of additional timeclocks and accessories to IntelliTime Systems Corporation in the amount of \$47,000

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

XXI. Public Comment ~ Item No. XXII

None

XXII. Briefing/Discussion/Decision ~ Bid Approval - Hot Mix Asphalt Paving for Eleven (11) Roads

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for Hot Mix Asphalt Paving for Eleven (11) Roads to C.J. Miller, LLC in the amount of \$1,908,747.00. The cost estimate on this project was \$2,100,000.00.

Number of Bids: 3

Vendors and Bid Results:

1. C.J. Miller, LLC - \$1,908,747.00
2. Gray & Son, Inc. - \$1,995,000.00
3. M.T. Laney Company, Inc. - \$2,097,291.16

- 1. Motion To:** approve the award of bid for the Hot Mix Asphalt Paving for Eleven (11) Roads to C.J. Miller, LLC in the amount of \$1,908,747.00

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

XXIII. Public Comment Item No. XXIV

None

XXIV. Briefing/Discussion/Decision ~ Bid Approval - Group Dental Benefits for Carroll County Government Employees

The Bureau of Purchasing in cooperation with the Department of Human Resources received proposals for Group Dental Benefits for Carroll County Government Employees. An evaluation committee was formed to conduct technical and financial review of the proposals submitted. The Committee evaluated all proposals based on criteria detailed in the proposal. The task of each committee member was to independently review and rate the technical and financial portions of the proposal. Once this was completed, the committee members came to a consensus and recommended the best value proposal for the work required. The highest ranked firm for this project is Delta Dental of Pennsylvania.

Number of Bids: Seven (7)

Vendors & Bid Results:

1. CareFirst BlueCross BlueShield Owings Mill, MD
2. Cigna Baltimore, MD
3. Delta Dental Mechanicsburg, PA AWARDED
4. Dominion Dental Services Alexandria, VA
5. MetLife Elkridge, MD
6. United Concordia Hunt Valley, MD
7. United Health Care Frederick, MD

1. **Motion To:** approve the award of bid for Group Dental Benefits for Carroll County Employees to Delta Dental of Pennsylvania

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

XXV. Public Comment

Citizen comment (s): no citizen comments were received.

XXVI. Recess ~ 11:40 AM

1. **Motion To:** recess until 1PM

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