



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157

www.ccgovernment.carr.org

Open Session

~ Minutes ~

Admin

Thursday, October 6, 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 Rothschild

III. Positively Carroll

IV. Public Hearing ~ Evening Transit Pilot Program (Public Comment will be taken during the Public Hearing)

A Public Hearing is being held today for the six-month Evening Subscription Service Pilot Program to operate within a five mile radius of the Westminster Library on Main Street. County staff and Ride With Us/Butler executives met with the Board of County Commissioners in open session on August 25 and received approval to advertise and move forward with a public hearing. At another open session on September 22, the six-month pilot period of December through May was presented to the Board as a timeframe that will better capture the Holiday shopping season as well as better serve college students by providing evening transportation for an entire semester. A comment was received in favor of the pilot program and another citizen spoke regarding whether after the six month pilot program would the program be expanded to other parts of the county or will it remain the same radius. It was also stated that Mr. Topper will be soliciting input from the business community on how it is affecting their downtown Westminster businesses during this time period.

- Motion To:** direct staff to close the public hearing and keep the record open for ten days

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

V. Public Comment ~ Item No. VI

None

VI. Decision ~ New Freedom Vans from Carroll Area Transit

When the Carroll Area Transit System (CATS) closed their doors on July 29, 2016, four of their vans that had been purchased with New Freedom grant dollars were identified to come to CATS. Due to the original funding source, these vans cannot be put into paratransit service; they can, however, be used for the Veterans shuttle service. The two vans currently in Veterans shuttle service could then be used for paratransit purposes. The additional insurance cost to put the four vans into service as Veterans shuttles is estimated to be about \$30,000. Re-branding costs for the four vans as well as two Veterans vehicles to paratransit service are estimated to be \$2,500. A transfer from the Reserve for Contingencies will be needed to cover these costs. The Board discussed moving and shifting the vans and felt it would be a good idea to have more vans available to the public.

- Motion To:** approve the budget transfer from the Reserve for Contingencies in the amount of \$32,500 ~ Resolution No. O-17.04

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

VII. Public Comment ~ Item No. VIII

None

VIII. Briefing/Discussion ~ Airport RFP Developmental Areas

The airport has various locations that can be developed to better support Carroll County's aviation business community and strengthen the financial picture of this enterprise fund. Currently all seven corporate hangars and all 82 T-hangars are under lease. Putting out a Request for Proposal (RFP) will help the county to assess public interest in business development at the airport. The Board discussed different options with Mr. Topper and he will get back to the Board within the next few weeks with additional information before the Board makes a decision.

IX. Public Comment ~ Item No. X

None

X. Briefing/Discussion ~ Carroll County Airport Logo

To have a positive, professional brand with which to identify the airport to encourage business and economic development. This could enhance the airport's image in the eyes of aviation customers, stakeholders, and the community at large. To be able to market the Carroll County Regional Airport it was felt that a logo would be the first step in a marketing plan. This is an essential part of marketing. Mr. Topper presented six (6) different designs. The Board discussed and did expressed their interest in two of the logos.

The Board requested Mr. Topper to come back with two (2) designs, add in the word "Maryland" and add some color. Then review with the Commissioners for discussion and approval in the next two to three weeks.

XI. Public Comment ~ Item No. XII

None

XII. Briefing/Discussion/Possible Decision ~ Request Approval for KCI to perform Geotechnical Study for Slope Failure

The Department of Public Works in coordination with both the Roads Department and the Bureau of Engineering seek to use the County's term contractor KCI to perform a geotechnical study for possible slope failure on Old Hanover Road. One lane at a guardrail location showed a major distress in the roadway which allowed the Roads Department to discover the slope failure behind the guardrail. The Roads Department noticed a large crack in the road, they filled in the large crack and have been monitoring it and continue to do so. The Roads Department is requesting the Board's approval to take care of this prior to it becoming a major problem. The Department of Public Works needs a technical evaluation for a recommendation of a proper stabilization method.

- Motion To:** approve KCI (a term contractor for the County) to perform a geotechnical study for a slope failure on Old Hanover Road in the amount of \$39,649.00

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

XIII. Public Comment ~ Item No. XIV

None

XIV. Briefing/Discussion/Possible Decision ~ Patapsco Road Culvert Replacement Project

The Department of Public Works is requesting the Board's approval to utilize another term contractor for advantage improvements at the intersection of Patapsco Road and Leppo Lane in advance of next years paving projects. There is an essential amount of work required at this location. The scope of the work consists of removal of and replacement of 72" diameter corrugated metal pipe with a 72" reinforced concrete pipe also there is replacement of and removal of existing 24" diameter corrugated metal pipe which also needs to be replaced. Construction documents have been prepared and they have received

3 bids from the existing county term contracts. Thomas, Bennett & Hunter, Inc. was the lowest responsive bidder at \$114,750.00. Money has been allocated through Pavement Management Program.

- Motion To:** approve the award of the term contract to Thomas, Bennett & Hunter, Inc., in the amount of \$114,750.00

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

XV. Public Comment ~ Item No. XVI

None

XVI. Briefing/Discussion/Possible Decision ~ Request Approval to Submit Grant Application to Governor's Office of Crime Control & Prevention FY2018 State Aid for Police Protection (SAPP)

The State Aid for Police Protection Program (SAPP) is a continuing grant to be used by Maryland subdivisions and municipalities to offset their expenditures on police protection. This a formula grant based on several factors including location, population, population density and available funding. FY18 funding levels will be determined by the state; the award for FY17 was \$879,010.

- Motion To:** submit a Grant Application to the Governor's Office of Crime Control & Prevention FY2018 State Aid for Police Protection (SAPP)

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

XVII. Public Comment ~ Item No. XVIII

None

XVIII. Discussion/Decision Request Approval ~ Grant Acceptance NFWF Small Watershed Grant Implementing Environmental Site Design to Improve Water Quality at the Carroll County Farm Museum

The Department of Land and Resource Management, Bureau of Resource Management (BRM) was selected to receive \$150,000.00 from the National Fish and Wildlife Foundation's (NFWF) Chesapeake Bay Stewardship Fund to finance the construction of various stormwater management facilities within the Double Pipe Creek watershed in Westminster, Maryland. The BRM has been working closely with the Department of Economic Development on a project at the Carroll County Farm Museum that will implement stormwater management Environmental Site Design (ESD) practices. This project will achieve improved stormwater control at the Carroll County Farm Museum and increase community awareness of low-impact stormwater management practices. The

implementation of these facilities will help meet requirements as set forth by the National Pollutant Discharge Elimination System (NPDES) permit, and improve water quality in the Double Pipe Creek and its tributaries, as well as the Chesapeake Bay.

- Motion To:** accept the grant award from the National Fish and Wildlife Foundation's Chesapeake Bay Stewardship Fund in the amount of \$150,000.00

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

XIX. Public Comment ~ Item No. XX

None

XX. Briefing/Discussion ~ Changes to Personnel - Chapter 36

Carroll County Code of Public Local Laws and Ordinances Chapter 36 "Personnel Policies" adopted by the Commissioners is a document to assure the fair and equal treatment of county employees with regard to certain aspects of their employment.

Since the Policy has not been updated since December 2004 the majority of the proposed amendments to Chapter 36 simply clarify and correct obsolete language in the document. However, there are three substantive changes to the document:

1. an increase in the amount of compensatory time employees are eligible to maintain,
2. the elimination of encumbered leave and advanced sick leave, and
3. limiting leave without pay absences to no more than 30 days per calendar year.

The purpose of this presentation is to brief the Board of Commissioners on the nature of the proposed amendments and outline the reasons for the suggested changes. Additional time will be scheduled with the Board of County Commissioners in the near future to seek concurrence on proceeding to public hearing. The purpose of the public hearing will be to accept public comment regarding the amendments to Chapter 36 "Personnel Policies".

XXI. Public Comment

Citizen comment(s): no citizen comments received.

XXII. Approval/Adoption of Minutes

- Thursday, September 15, 2016**

RESULT:	ACCEPTED [3 TO 0]
MOVER:	Richard Weaver, Vice-President
SECONDER:	Dennis Frazier, Secretary
AYES:	Stephen Wantz, Richard Weaver, Dennis Frazier
ABSTAIN:	Doug Howard
EXCUSED:	Richard Rothschild

- Thursday, September 15, 2016**

RESULT:	ACCEPTED [3 TO 0]
MOVER:	Dennis Frazier, Secretary
SECONDER:	Richard Weaver, Vice-President
AYES:	Stephen Wantz, Richard Weaver, Dennis Frazier
ABSTAIN:	Doug Howard
EXCUSED:	Richard Rothschild

3. Thursday, September 22, 2016

RESULT:	ACCEPTED [3 TO 0]
MOVER:	Doug Howard, Commissioner
SECONDER:	Dennis Frazier, Secretary
AYES:	Stephen Wantz, Dennis Frazier, Doug Howard
ABSTAIN:	Richard Weaver
EXCUSED:	Richard Rothschild

4. Thursday, September 29, 2016

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

XXIII. Administrative Session ~ Open

The following issues were discussed:

1. Discussion of Upcoming Meetings
2. Review of draft public agendas for the weeks of October 10, 2016 and October 17, 2016
3. Signing of Documents

XXIV. Adjourn ~ 12 PM

1. Motion To: adjourn

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