



# Board of Carroll County Commissioners

County Office Building  
Westminster, MD 21157

## Open Session

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~ Minutes ~

Admin

Thursday, October 13, 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 No. V

None

### V. 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

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. 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. 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. The grant period is 10/1/16 - 12/31/16.

- Motion To:** accept the Law Enforcement Training Scholarship (LETS) Program Grant Award in the amount of \$2,581.00

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

## VI. Public Comment ~ Item No. VII

None

## VII. Discussion/Decision ~ Request Approval for Acceptance of FY17 Transportation Operating Awards

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.

In addition, \*FTA/\*MTA awarded the county \$185,417 contingent on the successful implementation of the improvements outlined in the Transportation Development Plan (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.

\*FTA - Federal Department of Transportation

\*MTA - Maryland Department of Transportaton

- Motion To:** accept the FY17 FTA/MTA Operating Awards for the Annual Transportation Plan in the amount of \$185,417

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

## VIII. Public Comment ~ Item No. IX

None

## IX. Briefing/Discussion/Possible Decision ~ Request Approval 2016-2017 Hazardous Materials Emergency Preparedness Grant Award

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 County will provide an in-kind match of meeting space and training materials.

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

1. **Motion To:** accept the 2016-2017 Hazardous Materials Emergency Preparedness Grant Award in the amount of \$13,100.00

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

## X. Public Comment ~ Item No. XI

None

## XI. Briefing/Discussion/Possible Decision ~ Request Approval of 2016/2017 Urban Area Security Initiative

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.

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.

1. **Motion To:** accept the FFY16 Urban Area Security Initiative (UASI) Grant Award in the amount of \$237,321.00

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

## XII. Public Comment ~ Item No. XIII

None

### **XIII. Public Hearing ~ Proposed Zoning Text Amendment (Public Comments will be taken during the Public Hearing) Solar Surface Area Requirements in Residential Districts**

At the 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. Staff reported that one email had been received and was in agreement with the amendments but does not feel that the maximum size meet the needs of all Carroll County citizens. A citizen spoke regarding the same concern, she had more acreage and felt that what is being sited will not be sufficient to cover the cost of the electricity she uses in a month. Karen Leatherwood spoke for the Environmental Advisory Council and stated that they were instructed to only look at residential districts and focus on the smaller lots. After hearing this input the Board discussed at length lot sizes and acreage and how the larger lots could be addressed. The Board directed staff to look at lot size as well as variances, and to report back to them through email with that information so that the Board have a chance to review prior to their next meeting with staff on October 27, 2016.

1. **Motion To:** close the public hearing and keep the record open for ten days

<b>RESULT:</b>	<b>ADOPTED [4 TO 1]</b>
<b>MOVER:</b>	Doug Howard, Commissioner
<b>SECONDER:</b>	Richard Weaver, Vice-President
<b>AYES:</b>	Stephen Wantz, Richard Weaver, Dennis Frazier, Doug Howard
<b>NAYS:</b>	Richard Rothschild

### **XIV. Public Comment ~ Item No. XV**

None

### **XV. Decision ~ Spring 2016 Amendments to the 2014 Water and Sewer Master Plan**

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.

1. **Motion To:** approve Resolution No. 987-2016 adopting proposed amendments to the 2014 Water & Sewer Master Plan

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

## XVI. Public Comment

Citizen comment(s): no citizen comments were received

## XVII. Approval/Adoption of Minutes

Thursday, October 06, 2016

<b>RESULT:</b>	<b>ACCEPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Doug Howard, Commissioner
<b>SECONDER:</b>	Dennis Frazier, Secretary
<b>AYES:</b>	Wantz, Weaver, Frazier, Rothschild, Howard

## XVIII. Administrative ~ Open

The following issues were discussed:

1. Review of draft public agendas for the weeks of October 17, 2016 and October 24, 2016
2. Signing of Documents

## XIX. Legal - Closed

Upon motion of Commissioner Howard, second by Commissioner Frazier, the Board (Commissioners Wantz, Weaver, Frazier, Howard, and Rothschild) voted unanimously to meet in closed session in accordance with the Annotated Code of Maryland, General Provisions Article, Subsection 3-305 (b)(7), on Thursday, October 13, 2016 with Roberta Windham, County Administrator; Tim Burke, County Attorney; Jeff Castonguay, Director, Department of Public Works; and David Reese, Deputy Director, Department of Public Works to consult with County Attorney regarding a legal matter.

1. **Motion To:** close for Legal Advice

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

## XX. Adjourn ~ 11:25 AM

1. **Motion To:** adjourn

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