



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157

Open Session

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~ Minutes ~

Admin

Tuesday, December 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 Wantz

III. Positively Carroll

IV. Briefing ~ Presentation Mid-Atlantic Gigabit Innovation Collaboratory (MAGIC) Activities

The Executive Director of MAGIC, Jason Stambaugh came before the Board to thank them for the \$10,000 grant that the Board gave to them to serve as seed money to get MAGIC up and running based on the City's/County's broadband infrastructure.

The Mid-Atlantic Gigabit Innovation Collaboratory (MAGIC) is a non-profit technology incubator in Westminster, Maryland focused on assisting the formation and operation of new and existing companies to research, develop, and commercialize broadband applications and other technologies, using the gigabit services available on the Westminster Fiber Network (WFN). MAGIC will coordinate programming and services with existing small business support services at Miller Center, Carroll Community College and the Carroll Technology Council to avoid duplication of effort.

V. Public Comment ~ Item No. VI

None

VI. Briefing ~ Status Update ~ Carroll County Energy Saver Loan Program

The Carroll County Energy Saver Loan Program provides funding to Carroll County residents who want to complete energy efficiency projects on their homes. The loan is offered at an interest rate of 2.5% by Farmers and Merchants Bank paid over the course of five years. The County processed its first loan in December 2010 and has provided over \$300,000 to Carroll County residents through this program.

VII. Public Comment ~ Item No. VIII

None

VIII. Discussion/Decision ~ Westminster Veterans Memorial Park Request for Budget Transfer

Westminster Veterans Memorial Park is currently in the Development Review process. During the public input process, concerns were raised regarding existing traffic conditions and access to the park by both Public Works and local residents. The majority of Park traffic is related to the inclusion of two athletic fields that would replace fields previously lost at other locations. The recent acquisition of an 18 acre parcel adjacent to Deer Park could allow for immediate development of those replacement fields at this alternate site. Development of passive amenities only at Westminster Veterans Memorial Park at this time would preserve remaining land for the possibility of future fields, if needed, after existing road infrastructure issues have been addressed. Staff recommended options include transferring funds from Westminster Veterans Memorial Park to Deer Park expansion to support design and construction costs for two athletic fields and parking; limit development at this time of passive elements only (veterans monument, limited parking, playground, trail) at Westminster Veterans Memorial Park, reserving additional areas for possible future athletic fields only after existing road issues have been addressed.

- Motion To:** authorize a fund transfer from the Project 8233 Park Land Acquisition for the \$200,000.00 to the capital project used to purchase the 18 acre parcel, which was approved at the December 1, 2016 open session

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

- Motion To:** authorize development of Westminster Veterans Memorial Park passive elements only at this time, reserving the remaining land for future athletic fields

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

- Motion To:** approve the Deer Park expansion for design and construction of 2 additional athletic fields

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

- Motion To:** authorize transfer of \$200,000 in impact fees from Project 8175 Westminster Veterans Memorial Park to a newly established capital account Deer Park expansion for design of the 2 additional athletic fields

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

IX. Public Comment ~ Item No. X

None

X. Briefing/Discussion/Decision ~ Bid Approval ~ Cured In Place Pipe Lining at Harvest Farm Road

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 Pleasants Construction in the amount of \$86,724. This is utilizing a term contract which was competitively bid and awarded. The work consists of lining approximately 716LF of VCP clay pipe at Harvest Farm Road and approximately 1,036LF of VCP clay pipe at Carroll Highland Rd.

- Motion To:** award the contract for cured in place pipe lining on Harvest Farm Road and Carroll Highland Road to Pleasants Construction in the amount of \$86,724

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

XI. Public Comment No. XII

None

XII. Briefing/Discussion/Decision ~ Bid Approval ~ Cured In Place Pipe Lining at Snowden Run Road

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 Pleasants Construction in the amount of \$42,273. This is utilizing a term contract which was competitively bid and awarded. The work consists of lining approximately 854LF of VCP clay pipe at Snowdens Run Rd.

- Motion To:** award the contract for cured in place pipe lining at Snowden Run Road to Pleasants Construction in the amount of \$42,273

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

XIII. Public Comment

Citizen comment(s): no citizen comments were received

XIV. Approval/Adoption of Minutes

1. Thursday, December 01, 2016

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

XV. Administrative Session ~ Open

The following issues were discussed:

1. Review of draft public agendas for the weeks of December 12, 2016 and December 19, 2016
2. Discussion of next Joint Board of County Commissioners/Board of Education Meeting to discuss the Career and Technology Center Study
3. Discussion regarding the State's Ethics Requirement

XVI. Public Safety - Closed (December 1, 2016)

Upon motion of Commissioner Frazier, second by Commissioner Rothschild, the Board (Commissioners Wantz, Weaver, Frazier, and Rothschild, ~ Commissioner Howard was not present) voted unanimously to meet in closed session in accordance with the Annotated Code of Maryland, General Provisions Article, Subsection 3-305(b)(10), on Thursday, December 1, 2016 at 11:17 A.M. with Tim Burke, County Attorney and Jim DeWees, Carroll County Sheriff to discuss Public Safety ~ specific investigations/operations. No action was taken.

XVII. Economic Development/Possible Business Relocation - Closed

Upon motion of Commissioner Wantz, second by Commissioner Frazier, the Board (Commissioners Wantz, Weaver, Frazier, Rothschild, and Howard) voted unanimously to meet in closed session in accordance with the Annotated Code of Maryland, General Provisions Article, Subsection 3-305(b)(4), on Tuesday, December 6, 2016 at 12:03 P.M. with Roberta Windham, County Administrator; Tim Burke, County Attorney; and Jack Lyburn, Director, Department of Economic Development to discuss possible business relocation to Carroll County.

1. **Motion To:** close to consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State/County

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

XVIII. Adjourn ~ 12 Noon

1. **Motion To:** adjourn

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