



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157

www.ccgovernment.carr.org

Open Session

~ Minutes ~

Admin

Thursday, December 22, 2016

10:00 AM

County Office Building Rm 311

I. Call to Order

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

II. Invocation ~ Commissioner Wantz

III. Positively Carroll

Special Recognition for Aaron Geiman, former student at North Carroll High School and is now an agriscience teacher at Westminster High School received an honorary American Future Farmers of America (FFA) degree. According to a Carroll County Public School News Release, this award is given to individuals who advance agricultural education and FFA through outstanding personal commitment. This young man was a former student of Commissioner Weaver's and Commissioner Weaver recognized him for his early interest in education of Future Farmers of America.

IV. Public Comment ~ Item No. V

None

V. Briefing/Discussion/Possible Decision ~ FY16 Audit and Comprehensive Annual Financial Report (CARP)

Today the Board will release the County's FY 2016 audited financial statements and Comprehensive Annual Financial Report (CAFR). Mr. Burk will present a brief review of the results of operations and financial position of the County as reported. The County anticipates receiving an unmodified audit opinion from the independent CPA firm of CohnReznick LLP. The Single Audit of Federal Grants is to be included in the CAFR. The CAFR will be distributed to the State and Federal governments, credit rating agencies, bond markets, governmental partners, media and made available to the public on the County's website (<http://ccgovernment.carr.org/ccg/comp>). The Department of the Comptroller will follow-up with an overview of the County's financial position at a later date. Mr. Dan Kenney, CPA, CohnReznick LLP engagement partner, has been invited to address the Board regarding the FY 16 audit.

VI. Public Comment ~ Item No. VII

None

VII. Briefing/Discussion/Decision ~ Bid Approval - Intellitime Continuation of Implementation Support

The Bureau of Purchasing in cooperation with the Department of the Comptroller and Department of Human Resources is requesting approval to extend the contract with IntelliTime Systems Corporation for implementation support for the time collection and scheduling portion of the new HR/Payroll system in the amount of \$98,970. The additional cost will cover professional support, project management, training, and system configuration.

- Motion To:** approve amending the contract to IntelliTime Systems Corporation in the amount of \$98,970 to cover the additional cost of implementation support

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

VIII. Public Comment ~ Item No. IX

None

IX. Bid Approval ~ Orphans Court Renovations

The Bureau of Purchasing in cooperation with the Department of Public Works (Bureau of Building Construction) requests your approval to award the contract for the Orphans Court renovations to Starboard Construction, Hampstead, MD, in the amount of \$64,187. The work consists of renovations and repairs to the existing courtroom and offices at 55 N. Court St. The County received three (3) bids to perform the work and feels that Starboard Construction provided the most advantageous price.

Number of Bids: 3

1. Patrick Construction	\$ 54,344
2. Starboard Construction	\$ 64,187 Recommend Award
3. Lyons Construction	\$101,268

- Motion To:** award the contract for the Orphans Court renovations to Starboard Construction in the amount of \$64,187.00

RESULT:	ADOPTED [4 TO 1]
MOVER:	Stephen Wantz, Secretary
SECONDER:	Richard Rothschild, Commissioner
AYES:	Richard Weaver, Stephen Wantz, Doug Howard, Richard Rothschild
NAYS:	Dennis Frazier

X. Public Comment ~ Item No. XI

None

XI. Briefing ~ Carroll County Recreation and Parks 2016 Annual Report

Each year, the Department of Recreation and Parks prepares an annual report to summarize activities that occurred during the fiscal year including program information, facility usage, capital development and related benefits derived from these services. The report can be viewed on the department's web site and hard copies will be available in the County Office Building and at major park facilities.

XII. Public Comment ~ Item No. XIII

None

XIII. Briefing/Discussion/Decision ~ Request Approval for the 2017 Comprehensive Case Management and Supports Planning Services for Medicaid Long-Term Services and Supports Solicitation

In FY2015, with the approval of the Carroll County Board of Commissioners, the Carroll County Bureau of Aging & Disabilities entered into a contract with Maryland Department of Health and Mental Hygiene to provide case management services to individuals applying for and enrolled in the Community Options Waiver, Community First Choice, Increased Community Services and the Community Personal Assistance Service Programs. The focus of the programs is to provide case management services to qualifying individuals to enable them to remain safely in their homes and avoid long term care placement. This is a renewal of the Solicitation. The Bureau of Aging and Disabilities has the capacity to provide supports planning services to 148 individuals applying for and enrolled Home and Community Based Services Programs. Services offered in these programs provide opportunities for qualified older adults and individuals with disabilities to reside in a community setting, rather than a long term care placement.

- Motion To:** approve the 2017 Comprehensive Case Management and Supports Planning Services for Medicaid Long-Term Services and Supports Solicitation

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

XIV. Discussion ~ Goals & Objectives - Board of County Commissioners

Aging - Comprehensive set of services based on Aging in Place, with emphasis on greater volunteerism.

Veteran - Make Carroll County Veteran Friendly.

Agriculture Preservation - Continues Carroll County efforts to reach 100,000 areas.

Airport - Keep the Enterprise Funds as self-sustaining while maintaining safe operations.

Broadband - Increase the availability of broadband services to cover all of Carroll County.

Celebrating America - Celebrating America in our government, in our communities, and in our schools.

Crime - Keep Carroll County the lowest crime rate in the State.

Drug Abuse - Aggressively attack drug abuse through education, treatment, and enforcement.

Economic Development - Positive economic impact that justifies the investment.

Education - Maintaining a top quality education system that properly prepares our students to be successful citizens and reflects the values of our community.

Emergency Services - Maintain a volunteer system with a combination of paid for awhile maintaining performance standards.

Facilities - Make the most effective use of existing buildings and repurpose facilities that may become available.

Homelessness - Minimize the impact of Homelessness in Carroll County.

Master Plan - Develop and implement master plans that are consistent with "Keep Carroll Carroll".

Municipalities - Support and encourage vibrant municipalities an Main Street Communities.

Roads - Maintain all roads to reach optimal lifespan while maintaining safe conditions.

Recreation and Entertainment - Support and encourage a broad array of entertainment and recreational activities.

Solid Waste - Solid Waste Enterprise fund to be self-sufficient in 6 years while maintaining landfill for 100 years.

Taxes - Minimize the tax burden of the citizens while.

Water-Stormwater - Work to reduce County costs due to State mandates.

Transit - Develop more comprehensive transit system within Carroll County in a more cost effective way.

Utilities - Increase water and sewer capacity with a self-sustaining Enterprise Fund.

- 1. **Motion To:** accept the Commissioner Goals subject to cleaning up the language

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

XV. Public Comment

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

XVI. Approval/Adoption of Minutes

- 1. **Thursday, December 15, 2016**

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

XVII. Administrative Session

The following issues were discussed:

1. Review of draft Public Agendas for December 26, 2016 and January 2, 2017
2. Future Discussion on Zoning Designation with the Planning Commission sitting down for discussion of citizen concerns on the County - Comprehensive list; Court Comprehensive - now doing this current - Issues of Rezoning - Need a good transitional manner - having something to look at.

XVIII. Adjourn ~ 12:25 PM

1. **Motion To:** adjourn

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