

**Board of County Commissioners**

Stephen A. Wantz, *President*  
C. Richard Weaver, *Vice President*  
Dennis E. Frazier, *Secretary*  
J. Douglas Howard  
Richard S. Rothschild



**Carroll County Government**

225 North Center Street  
Westminster, Maryland 21157  
410-386-2043; 1-888-302-8978  
fax 410-386-2485  
MD Relay ~ 7-1-1/800-735-2258

**Notice of Commissioner Meetings & Agenda for the Week of January 18, 2016**

**Revision 1 dated January 20, 2016**

Please Note: This weekly notice and agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings, unless otherwise noted, will be held at the Carroll County Office Building, Room 311. All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

**Monday ~ January 18, 2016**

*County Offices Closed in observance of Martin Luther King Day*



Dr. Martin Luther King, Jr.

**Tuesday ~ January 19, 2016**

9:00 a.m. Planning & Zoning Commission Meeting  
County Office Building ~ Reagan Room  
Commissioners Weaver & Howard

2:00 p.m. **Board of County Commissioners Open Session**  
County Office Building ~ Room 311

**Item 1**

Meet with Arlene Lee, Executive Director  
Governor's Office of Children

**Item 2**

Briefing/Discussion  
[County's Financial Position](#)  
Department of the Comptroller ~ Mr. Robert Burk

**Public Comment**

**Tuesday ~ January 19, 2016 (Continued)**

7:30 p.m.     *Joint Board of County Commissioners/Ag Center Board Meeting  
Westminster, Maryland  
Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*

**Wednesday ~ January 20, 2016**

10:00 a.m.     *Maryland Association of Counties Legislative Committee Meeting  
Annapolis, Maryland  
Commissioners Wantz & Rothschild*

6:00 p.m.     *Carroll Community College Board Meeting/Dinner  
Westminster, Maryland  
Commissioner Frazier*

**Thursday ~ January 21, 2016**

9:00 am.     Board of County Commissioners Closed Administrative Session

**10:00 a.m.     Board of County Commissioners Open Session**  
County Office Building ~ Reagan Room

*Positively Carroll*

**Item 1**

CCVESA Quarterly Meeting with BCC  
Neal Roop ~ CCVESA Representative

**Item 2**

[Environmental Advisory Council](#) Meeting with Board of County Commissioners  
Department of Land & Resource Management ~ Mr. Tom Devilbiss

**Public Comment**

**Thursday ~ January 21, 2016 (Continued)**

**1:30 p.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

**Item 3**

Public Comment on this item  
Briefing/Discussion/Decision  
Request Acceptance of the [Courthouse Security](#)  
Grant Award  
Carroll County Circuit Court  
Department of Management & Budget ~ Mr. Ted Zaleski

**Item 4**

Public Comment on this item  
Briefing/Discussion/Decision  
Grant Acceptance – Pocket Wetland to  
[Treat Runoff at Existing Manchester Skate Park](#)  
Department of Land & Resource Management ~ Mr. Tom Devilbiss  
Department of Management & Budget ~ Mr. Ted Zaleski

**Item 5**

Public Comment on this item  
Briefing/Discussion  
[Hyde's Quarry ~ Water Development Agreement](#)  
Department of Land & Resource Management ~ Mr. Tom Devilbiss

**Item 6**

Public Comment on this item  
Discussion/Decision  
Request Approval to Proceed to Public Hearing  
[Proposed Amendments to Chapter 34, Ethics](#)  
Department of the County Attorney ~ Mr. Tim Burke

**Item 7**

~~Public Comment on this item~~  
~~Briefing/Discussion/Possible Decision~~  
~~Annual Renewal of Radio System Service~~  
~~and Maintenance Agreement~~  
~~Department of Public Safety ~ Mr. Scott Campbell~~

**Thursday ~ January 21, 2016 (Continued)**

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

Closed ~ Personnel

**Friday ~ January 22, 2016**

**Saturday ~ January 23, 2016**

*8:30 a.m. Carroll County Education Association Legislative Breakfast  
Best Western ~ Westminster, Maryland  
Commissioners Wantz, Weaver, Frazier & Rothschild*

**Sunday ~ January 24, 2016**

9:05 a.m. “The Commissioners’ Report” – WTTR  
Commissioner Rothschild

**\*\* Upcoming Events\*\***

*2/2/16 ~ 3:30 p.m. Joint Board of County Commissioners/Board of Education Mtg.  
County Office Building ~ Reagan Room  
Westminster, Maryland*

*2/5/16 ~ 9:00 a.m. Joint Board of County Commissioners/Delegation Meeting  
Annapolis, Maryland*

ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.

**CARROLL COUNTY**  
*a great place to live, a great place to work, a great place to play*

**Department of the Comptroller**  
**Briefing Paper – Stafftime**  
**January 14, 2016**

**Issue:** Briefing on the County’s Financial Position

**Background:** Following the recent release of the County’s FY 15 financial statements, and prior to the upcoming budget process, I will provide the Board and the public with an overview of the County’s current financial position. Areas I will cover include:

- FY 15 Audited Financial Statements
- Credit Ratings
- Fund Balances & Reserves
- Debt Position
- Pension and OPEB Funding Status
- Enterprise Funds
- Financial Ratios and Trends

**Requested Action:** For information only.

Robert M. Burk, CPA  
Comptroller

# **Environmental Advisory Council**

## **Briefing Paper**

**January 21, 2016**

### **Open Session**

**Issue:**

*Environmental Advisory Council Proposed 2016 Work Plan*

**Background:**

The Environmental Advisory Council (EAC) serves to support and advise the Carroll County Board of Commissioners on environmental issues. The EAC functions at the direction of the Board and, as such, works cooperatively with County environmental staff to research environmental policy issues; to advise the Board of County Commissioners; to foster environmental education; and generally to act in the best interest of County residents by promoting effective environmental protection and management principles. The EAC also serves as the County's Tree Commission.

As an advisory body to the Board, the EAC's primary projects and topics of discussion are intended to provide the Board with additional information and perspectives on environmental issues, or environmental aspects of broader issues, being considered by or anticipated to be discussed by the Board. The EAC also plays an important role in public education regarding environmental issues relevant to the County. The EAC drafted a proposed work plan that outlines projects and issues anticipated for 2016, on which the EAC may be able to provide additional information to help inform Board decisions, discussion, or policies regarding these topics or to provide public outreach for environmental compliance.

The EAC annually meets jointly with the Board to discuss the proposed work plan for the coming calendar year and seeks the Board's concurrence to finalize the work plan and move forward with these projects. The EAC also will report on projects that occurred during 2015. The EAC seeks concurrence with the proposed work plan.

**Action:**

*Briefing/Discussion*

Attendees:

Tom Devilbiss, Department of Land & Resource Management  
Brenda Dinne, Department of Land & Resource Management  
Environmental Advisory Council Members

**GRANT AWARD BRIEFING**  
**1/21/16**

**Grant Title:** Additional Physical Security Funds (Reallocated funds from FY 14)

**Grant Funder:** Administrative Office of the Court

**Grant Period:** 12/31/15 – 6/30/16

**Department/Agency:** Carroll County Circuit Court

**Deadline:** ASAP

**Background:** This money that was originally awarded in FY 14 was unspent. The Administrative Office of the Court has re-awarded the funds to Carroll County Circuit Court in the amount of \$142,323.90. This will be spent according to the budget below:

**Courthouse Security Grant Award Budget**

<b>Grant Award Source:</b>	<b>Amount:</b>	<b>Funding:</b>
Reallocated Grant Funds	\$67,626.23	Digital Cameras
	\$12,528.13	New Server
	\$29,687.08	X-ray inspection system
	\$14,300	Ballistic Resistant Glass
	\$18,182.46	Extended Warranty with Preventative Maintenance on (3) X-ray machines
<b>Total</b>	\$142,323.90	
<b>County Cash Match</b>	\$0.00	
<b>Total Project:</b>	\$142,323.90	

**Recommendation:** Accept Award

**Attending:**

Susan Leary, Court Administrator, 410-386-2854

Bobbie Erb, Deputy Court Administrator. 410-386-2330

Debby Standiford, Grants Office, 410-386-2212

## GRANT AWARD BRIEFING

January 21, 2016

**Program Title:** Pocket Wetland to Treat Highway Runoff at Existing Manchester Skate Park

**Funder:** Maryland State Highway Administration

**Grant Period:** September 2015-December 2017

**Department/Agency:** Department of Land and Resource Management; Bureau of Resource Management

**Background:** The Department of Land and Resource Management, Bureau of Resource Management (BRM) is seeking approval to accept \$756,043.00 from the Maryland State Highway Administration's Transportation Alternatives Program (TAP) to fund the construction of a stormwater management facility in Manchester, MD. The proposed facility will treat 99.3 acres of total drainage area, 27.55 of which are impervious, currently flowing into the Double Pipe Creek watershed. The implementation of this facility will help meet certain requirements to treat impervious surfaces as set forth by the National Pollutant Discharge Elimination System (NPDES) permit, and improve water quality in the Double Pipe Creek watershed and its tributaries.

**Program:** Transportation Alternatives Program

<b>Grant Request</b> (Construction)		\$756,043.00
County Cash Match (Engineering)	\$58,590.00	
County/Town Cash Match (Construction)	\$189,010.88	
<b>Total Match</b>	\$247,600.88	
<b>Total Project</b>		\$1,003,643.88

**Recommendation:** Please approve award.

Motion \_\_\_\_\_

Second \_\_\_\_\_

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Attending:

Tom Devilbiss, Director, Land and Resource Management

Gale Engles, Bureau Chief, Bureau of Resource Management

Theresa Amoss, Watershed Grants Analyst, Bureau of Resource Management

Debby Standiford, Grants Manager, Department of Management and Budget



**Department of Land and Resource Management**  
**Briefing Paper**  
**January 21, 2016**  
**Open Session**

**Issue:**

**Hyde's Quarry – Water Development Agreement**

**Background:**

The City of Westminster, in cooperation with Carroll County, completed preliminary water supply testing of Hydes Quarry in 2014. The analysis and review of test results were performed during 2015, and preliminary discussions with the Maryland Department of the Environment have taken place.

The 2014 testing was performed via an Agreement between the City and County dated April 21, 2008. The Agreement only allowed for the testing of the quarry waters and stated further use by the City would require additional negotiations. Staff is prepared to begin discussions with the City, with the Board's direction, related to future use of the Hydes Quarry water.

**Action:**

**Briefing/Discussion**

**Attendees:**

Tom Devilbiss, Director, Department of Land and Resource Management  
Sean Hartman, Hydrogeologist, Department of Land and Resource Management

**Department of the County Attorney**  
**Briefing Paper**  
**Open Staff Time -- Thursday, January 21, 2016**

**Issue:** Chapter 34, Ethics  
Our File No. 12230-0260

**Background:** The Ethics Commission is proposing an amendment to § 34.13(B) of Chapter 34, Ethics. As currently written, actions taken by the Ethics Commission regarding complaints against individuals, must be conducted in a confidential manner. The Ethics Commission, its staff, the complainant, and the respondent are all bound by confidentiality regarding the matter and the actions taken by the Ethics Commission in connection with a complaint. However, this requirement lacks a provision for the handling of a breach of that confidentiality by a complainant. Under the proposed amendment, both the Ethics Administrator and the Ethics Commission would have the authority to dismiss a complaint for a violation of the confidentiality provision by a complainant. Brian Mobley, Ethics Administrator, has been invited to attend.

**Requested Action:** Authorize that the matter proceed to public hearing.