

**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 March 28, 2016**

**Revision 3 dated March 31, 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 ~ March 28, 2016**

**Tuesday ~ March 29, 2016**

9:00 a.m. Board of County Commissioners Closed Administrative Session

**10:00 a.m. Board of County Commissioners Open Session**  
County Office Building ~ Room 311

*Positively Carroll*

**Item 1**

Presentation ~ Agency Hearings  
Department of Management & Budget ~ Mr. Ted Zaleski

**Item 2**

Public Comment on this item  
Briefing/Discussion/Decision  
Request Approval for Authorization  
[Northern Recycling Operations Contract Renewal](#)  
Department of Public Works ~ Mr. Jeff Topper

**Public Comment**

**Tuesday ~ March 29, 2016 (Continued)**

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

Presentation ~ Agency Hearings  
Department of Management & Budget ~ Mr. Ted Zaleski

**Public Comment**

**Wednesday ~ March 30, 2016**

*11:00 a.m.*     *Maryland Association of Counties Sine Die Luncheon*  
*Annapolis, Maryland*  
*Commissioners Wantz & Rothschild*

*6:00 p.m.*     *Carroll County Outstanding Teacher Awards*  
*Westminster High School ~ Westminster, Maryland*  
*Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*

*6:00 p.m.*     *Carroll County Sheriff's Office Awards Ceremony*  
*Carroll Community College ~ Scott Center ~ Westminster, Maryland*  
*Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*

**Thursday ~ March 31, 2016**

9:30 a.m.     Board of County Commissioners Closed Administrative Session

**10:00 a.m.**     **Board of County Commissioners Open Session**  
County Office Building ~ Room 311

*Positively Carroll*

~~Briefing ~ Board of Education Funding Rubric~~  
~~Board of County Commissioners~~

Presentation ~ Agency Hearings  
Department of Management & Budget ~ Mr. Ted Zaleski

**Public Comment**

**Thursday ~ March 31, 2016 (Continued)**

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

Presentation ~ Agency Hearings  
Department of Management & Budget ~ Mr. Ted Zaleski

Briefing/Discussion/Possible Decision  
[Bid Approval ~ Engineering Design](#) for the  
Willow Pond Watershed  
Department of Land & Resource Management ~ Mr. Tom Devilbiss  
Bureau of Purchasing ~ Mr. Mike Myers

**Public Comment**

Approval/Adoption of Minutes

Administrative Session ~ Open

*7:00 p.m. Recreation & Parks Meeting*  
*Westminster Baptist Church ~ Westminster, Maryland*  
*Commissioner Frazier*

**Friday ~ April 1, 2016**

**Saturday ~ April 2, 2016**

*9:00 a.m. Presidents Council ~ Maryland State Firemen's Association Meeting*  
*Public Safety Training Center ~ Westminster, Maryland*  
*Commissioner Wantz*

*9:00 a.m. South Carroll Business Expo*  
*Oklahoma Road Middle School ~ Sykesville, Maryland*  
*Commissioner Howard*

*11:30 a.m. 29<sup>th</sup> Annual Luncheon for Christian Farmers Outreach, Inc.*  
*Pleasant Valley Community Fire Company ~ Westminster, Maryland*  
*Commissioners Wantz, Weaver & Frazier*

**Sunday ~ April 3, 2016**

8:05 a.m. "The Commissioners' Report" – WTTR  
Commissioner Rothschild

**\*\*Upcoming Budget Sessions\*\***

4/5/16 & 4/7/16	Agency Meetings with the Commissioners	
4/12/16, 4/14/16, 4/19/16, 4/21/16 & 4/26/16	Commissioners' Budget Deliberations	
4/28/16	Proposed Budget News Conference	10:00a .m.

**Community Budget Meetings**

4/28/16	(Westminster) County Office Bldg.-Reagan Room	7:00 p.m.
5/2/16	Eldersburg Branch Library	7:00 p.m.
5/3/16	Mt. Airy Branch Library	7:00 p.m.
5/9/16	Taneytown Branch Library	7:00 p.m.
5/10/16	North Carroll Branch Library	7:00 p.m.

**Budget Public Hearing**

5/12/16	Scott Center ~ Carroll Community College	7:00 p.m.
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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 Public Works

**Dusty Hilbert, Bureau Chief**  
**Ext. 2520**

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### Briefing, Discussion, & Decision

**Issue:** Briefing, Discussion, Decision  
Northern Recycling Operations Contract Renewal

**Background:**

Through Carroll County's membership in the Northeast Maryland Waste Disposal Authority (NMWDA), a contract was entered into on the County's behalf for the Operation, Transportation and Processing of Single Stream Recyclable Materials from Northern's Recycling Facility.

The contract with Recycle America is on an annual renewal basis. The County and Authority has researched short term alternatives and none have proven economically viable. We intend to bid this in the next fiscal year to coincide with the waste transfer contract to procure better rates for both services.

The start date of the renewed recycling contract is July 1, 2016.

Renewal notification is due April 1, 2016.

**Desired Action:** Decision to authorize renewal of the contract for an additional year.

**Staff Recommended Motion:** I move that the Board of Commissioners concur with the one year renewal of the recycling agreement and direct staff to issue a letter for the renewal.

cc: Timothy Burke, County Attorney, Department of the County Attorney  
Jeff Topper, Deputy Director, Department of Public Works  
Dusty Hilbert, Chief, Bureau of Solid Waste

DATE: March 24, 2016  
 TO: The Carroll County Board of Commissioners  
 RE: Engineering Design for the Willow Pond Watershed  
 75-F-9-15/16

**EXECUTIVE SUMMARY:**

The Carroll County Bureau Purchasing solicited qualified contractors to provide the engineering design of stormwater improvements in the Willow Pond Watershed. Work will include design of stormwater management best management practices, storm drain design, stream restoration, erosion & sediment control, and all associated analysis and plan/specification/estimate production.

The Bureau of Purchasing in cooperation with the Bureau of Resource Management received proposals for the above project. An evaluation committee of three (3) members was formed to conduct technical and financial review of the proposals submitted. The Committee evaluated all proposals based on criteria detailed in the proposal. The task of each committee member was to independently review and rate the technical and financial portions of the proposal. Once this was completed, the committee members come to consensus and recommend the best value proposal for the work required. The highest ranked firm for this project is RK&K in the amount of \$159,567.00. This expenditure is within the project budget and no additional funds will be needed.

Number of Bids: Eight (8)

Vendors & Bid Results:	1. AB Consultants	Lanham, MD	
	2. A.D. Marble	Owings Mills, MD	
	3. AMT	Rockville, MD	
	4. Brudis & Assoc. Inc.	Columbia, MD	
	5. CLSI	Westminster, MD	
	6. Prime	Baltimore, MD	
	7. RK&K	Baltimore, MD	AWARDED
	8. Sabra, Wang & Assoc.	Columbia, MD	

Received Budget Approval: X Yes    Comments: \_\_\_\_\_  
Debarment & suspension check completed and this business is in good standing: X Approved  
Business is in good standing with the Maryland Department of Assessment and Taxation: X Approved  
Business is in good standing with Carroll County Collections Office: X N/A

Your concurrence today will authorize the Bureau of Purchasing to move forward with the award and obtain a legally sufficient contract document for signing by the Director of Land & Resource Management, Tom Devilbiss.

\_\_\_\_\_  
 Bureau of Purchasing Date

\_\_\_\_\_  
 Board of Commissioners Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 <sup>nd</sup>	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied

Comments: \_\_\_\_\_  
 \_\_\_\_\_

Action Taken:  Accepted     Denied     Other: \_\_\_\_\_  
 \_\_\_\_\_