

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 April 4, 2016

Revision 2 dated April 6, 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 ~ April 4, 2016

Tuesday ~ April 5, 2016

8:00 a.m. *Economic Outlook 2016*
The Portico of St. Johns ~ Westminster, Maryland
Commissioners Wantz, Weaver, Frazier & Rothschild

11:00 a.m. Board of County Commissioners Open Session
County Office Building ~ Room 311

Positively Carroll

Item 1

Public Comment on this item
Briefing/Discussion/Decision
Exercise an Option to Purchase a County
Easement on the [Stern Property](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 2

Public Comment on this item
Briefing/Discussion/Decision
Exercise an Option to Purchase a County
Easement on the [Pierce Property](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Tuesday ~ April 5, 2016 (Continued)

Item 3

Public Comment on this item
Briefing/Discussion/Decision
Exercise an Option to Purchase a Rural Legacy
Easement on the [Ruby Property](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 4

Public Comment on this item
Briefing/Discussion/Decision
Exercise an Option to Purchase a Rural Legacy
Easement on the [Leister Property](#)
Department of Land & Resource Management ~ Mr. Tom Devilbiss

Item 6

Public Comment on this item
Briefing/Discussion/Decision
[Bid Approval ~ Hot Mix Asphalt Paving of Five \(5\) Roads](#)
Department of Public Works ~ Mr. Dave Reese
Bureau of Purchasing ~ Mr. Mike Myers

Item 7

Public Comment on this item
Briefing/Discussion/Possible Decision
Request Approval of Grant Application
[Money Follows the Person Options Counseling Grant](#)
Department of Citizen Services ~ Ms. Christine Kay
Department of Management & Budget ~ Mr. Ted Zaleski

Public Comment

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

Items 8 ~ 11

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

Public Comment

Tuesday ~ April 5, 2016 (Continued)

7:00 p.m. *Speaking Engagement ~ Hesson Snider Post 120
American Legion ~ Taneytown, Maryland
Commissioner Wantz*

Wednesday ~ April 6, 2016

7:30 a.m. *Warfield Development Corporation Meeting
Sykesville, Maryland
Commissioner Howard*

9:00 a.m. *Seniors on the Go Expo
Carroll County Ag Center ~ Westminster, Maryland
Commissioners Wantz, Weaver, Howard & Rothschild*

6:00 p.m. Joint Board of County Commissioners/Planning Commission Meeting
County Office Building ~ Reagan Room
Commissioners Wantz, Weaver, Frazier, Howard & Rothschild

Thursday ~ April 7, 2016

8:00 a.m. *Carroll County Agribusiness Breakfast Meeting
Baugher's Restaurant ~ Westminster, Maryland
Commissioner Weaver*

**9:00 a.m. Board of County Commissioners Open Session
County Office Building ~ Room 311**

Positively Carroll

Item 1

**Briefing Statement regarding Board of Education Funding Rubric
Board of County Commissioners**

Thursday ~ April 7, 2016 (Continued)

Item 2 ~ 11

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

Public Comment

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

Item 12

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

Item 13

Public Comment on this item
Discussion/Possible Decision
[Setting the School Impact Fee](#)
Department of Management & Budget ~ Mr. Ted Zaleski

Item 14

Public Comment on this item
Briefing/Discussion/Possible Decision
City of Westminster Annexations
Department of Planning ~ Mr. Phil Hager

Item 15

Public Comment on this item
Briefing/Discussion
[Carroll County Fiber Network Summary](#) and
Future Planning
Department of Technology Services ~ Mr. Mark Ripper
Department of Public Works ~ Mr. Jeff Topper
Department of Economic Development ~ Mr. Jack Lyburn

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

Thursday ~ April 7, 2016 (Continued)

6:30 p.m. *Elementary School Battle of the Books Marshal/Emcee*
Mt. Airy Middle School ~ Mt. Airy, Maryland
Commissioner Rothschild

Friday ~ April 8, 2016

6:30 p.m. *Elementary School Battle of the Books Marshal/Bellringer*
Manchester Valley High School ~ Manchester, Maryland
Commissioner Weaver

6:30 p.m. *Middle School Battle of the Books Marshal*
Mt. Airy Middle School ~ Mt. Airy, Maryland
Commissioner Frazier

7:00 p.m. *4-H Achievement Program*
Carroll County Ag Center ~ Westminster, Maryland
Commissioner Rothschild

Saturday ~ April 9, 2016

Sunday ~ April 10, 2016

8:05 a.m. “The Commissioners’ Report” – WTTR
Commissioner Howard

****Upcoming Budget Sessions****

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 Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
April 5, 2016
Open Session

Issue:

Agricultural Land Preservation using the Lump Sum Payment Option on the Eugene R. Sterner property, 501 E. Saw Mill Road, Westminster, District 1.

Background:

A 96.57 acre farm property owned by Eugene R. Sterner was granted preliminary approval to participate in the County Agricultural Land Preservation Program by the County Agricultural Land Preservation Advisory Board on September 10, 2015. Subsequently, the Board of County Commissioners granted preliminary approval on November 5, 2015. Notice of Intent to purchase a conservation easement on the property has been duly advertised.

The Option signed by the owner provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owner requested to be compensated by the lump sum payment option, and agreed to the purchase price of \$450,581.00.

The County and the landowner are ready to proceed to the easement settlement stage.

Action:

Discussion/Decision – Staff is requesting exercising an Option to Purchase an easement on the Eugene R. Sterner property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercise an Option to Purchase an easement on the Eugene R. Sterner property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
April 5, 2016
Open Session

Issue:

Agricultural Land Preservation using the Lump Sum Payment Option on the Esther Marie Pierce property, E W/S Water Tank Road, Manchester, District 1.

Background:

A 130.63 acre farm property owned by Esther Marie Pierce was granted preliminary approval to participate in the County Agricultural Land Preservation Program by the County Agricultural Land Preservation Advisory Board on September 10, 2015. Subsequently, the Board of County Commissioners granted preliminary approval on November 5, 2015. Notice of Intent to purchase a conservation easement on the property has been duly advertised.

The Option signed by the owner provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The property owner requested to be compensated by the lump sum payment option, and agreed to the purchase price of \$612,865.00.

The County and the landowner are ready to proceed to the easement settlement stage.

Action:

Discussion/Decision – Staff is requesting exercising an Option to Purchase an easement on the Esther Marie Pierce property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercise an Option to Purchase an easement on the Esther Marie Pierce property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
April 5, 2016
Open Session

Issue:

Rural Legacy Program Option to Purchase on the Royce Ruby, Jr. and Joy D. Ruby property, 3195 Shamer Lane, Hampstead, District 2

Background:

A 39.867 acre farm property owned by Royce Ruby, Jr. and Joy D. Ruby was approved for the purchase of a Rural Legacy Program conservation easement by the Agricultural Land Preservation Advisory Board. The property meets all eligibility criteria for the program. The cost of \$151,162.43 will be reimbursed through a grant from the Maryland Rural Legacy Program. Notice of Intent to purchase has been duly advertised.

The Option to Purchase, signed by the County on February 8, 2016 provides 120 days for the Commissioners to exercise it, thereby converting it to a Contract of Sale.

The Maryland Rural Legacy Program has approved the purchase through a grant agreement and the County and the landowner are ready to proceed to the easement settlement stage.

Action:

Discussion/Decision – Staff is requesting exercising an Option to Purchase a Rural Legacy Program conservation easement on the Ruby property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercise an Option to Purchase a Rural Legacy Program conservation easement on the Ruby property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

Department of Land and Resource Management
Agricultural Land Preservation Program
Briefing Paper
April 5, 2016
Open Session

Issue:

Rural Legacy Program Option to Purchase on the Paul William Leister, Jr. and Laura Louise Leister property, 5150 Harney Road, Taneytown, District 1.

Background:

A 59.77 acre farm property owned by Paul William Leister, Jr. and Laura Louise Leister was approved for the purchase of a Rural Legacy Program conservation easement by the Agricultural Land Preservation Advisory Board. The property meets all eligibility criteria for the program. The cost of \$255,636.29 will be reimbursed through a grant from the Maryland Rural Legacy Program. Notice of Intent to purchase has been duly advertised.

The Option to Purchase, signed by the County on February 18, 2016 provides 120 days for the Commissioners to exercise it, thereby converting it to a Contract of Sale.

The Maryland Rural Legacy Program has approved the purchase through a grant agreement and the County and the landowner are ready to proceed to the easement settlement stage.

Action:

Discussion/Decision – Staff is requesting exercising an Option to Purchase a Rural Legacy Program conservation easement on the Leister property.

Staff-Recommended Motion:

I move that the Board of Commissioners exercise an Option to Purchase a Rural Legacy Program conservation easement on the Leister property.

Attendees:

Tom Devilbiss, Director, Department of Land and Resource Management
Deborah Bowers, Program Manager, Agricultural Land Preservation Program
J. P. Smith, Jr., Preservation Specialist, Agricultural Land Preservation Program

DATE: March 31, 2016
TO: The Carroll County Board of Commissioners
SUBJECT: **Contract 16-R-2 – Bid No. 80-F-7-15/16
Hot Mix Asphalt Paving of Five (5) Roads**

EXECUTIVE SUMMARY:

The project consists of: reclaiming existing paving; milling existing pavement; placing hot mix asphalt base and surface courses; filling in shoulders; removing, resetting or adding traffic barrier; stabilizing disturbed areas; maintaining traffic; and all incidental work as indicated. on five (5) roads located in Carroll County with a length of approximately 18.94 miles.

The Department of Public Works, in cooperation with the Bureau of Purchasing, recommends award for the above project to Gray & Son, Inc. in the amount of \$2,558,000.00. This is within the project budget and no additional funds will be needed. The cost estimate on this project was \$2,800,000.00.

Number of Bids: 4

Vendors and Bid Results:	1.	Gray & Son, Inc.	\$2,558,000.00
	2.	New Enterprise Stone & Lime Co., Inc.	\$2,563,547.00
	3.	C.J. Miller, LLC.	\$2,759,137.95
	4.	M.T. Laney Company, Inc.	\$2,984,961.50

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

I move that the Board of Commissioners concur with award and authorize the Bureau of Purchasing to move forward to obtain legally sufficient contract documents for signing by Dave Reese, Deputy Director, Public Works.

Bureau of Purchasing

Date

Board of Commissioners

Date

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

Comments: _____

Action Taken: Accepted Denied Other: _____

CM/mm

Cc: File - Revised 8 20 14

BRIEFING PAPER

April 5, 2016

Program Title: Money Follows the Person Options Counseling Grant Application

Funder: Maryland Department of Aging/Maryland Department of Health & Mental Hygiene

Amendment Coverage Period: July 1, 2015 – June 30, 2016

Department/Agency: Citizen Services/Bureau of Aging and Disabilities

Summary: The purpose of the Money Follows the Person (MFP) grant is to continue the MFP project in Carroll County. The program provides information to institutionalized individuals about available services and programs that may assist them with moving to a community setting. Individuals living in nursing homes or other institutional settings, who want to explore the option to return to the community, will be referred for Options Counseling. Options Counseling includes program education and application assistance. The protocol includes a requirement for partnerships and formal agreements between local Area Agencies on Aging and their local Center for Independent Living

Impact: MFP Options Counseling provides individuals with accurate and complete information about Maryland Medicaid programs including Home and Community- Based Services Waiver programs and other programs such as the Community First Choice Program. Many individuals referred for MFP Options Counseling are eligible to apply for the Community Options (CO) Waiver. The CO Waiver enables individuals to move to a community setting or assisted living facility to receive services.

**FY16 MFP Options Counseling Budget
(Maximum and Projected)**

	Maximum Funding (Based on 80 units)	Projected Funding* (Based on 70 units)
Options Counseling –\$125 per unit	\$10,000	\$8,750
Administrative Reimbursement –\$12.50 per unit	\$1,000	\$875
Total Projected Allocation	\$11,000	\$9,625

* Based on 53 units to date in FY16

Matching funds: No County match required

Staff Recommended Motion: I move that the Board of Commissioners approves the Money Follows the Person Options Counseling grant application and accepts the grant award.

Attending:

Gina Valentine, Aging and Disabilities Supervisor, 410-386-3800

Debby Standiford, Grants Office, 410-386-2212

**Department of Management and Budget
Briefing Paper**

April 7, 2016

Issue: Discussion/Possible Decision – Setting the School Impact Fee

Background:

- In October 2013, the Board of Commissioners set the school impact fee to zero through June 30, 2016. In January, the Board discussed the fee and asked staff to bring the issue back to them at a later date.
-

Desired Action: Discussion/Possible Decision

Staff Recommended Motion: I move that the Board of Commissioners hold the school impact fee at \$0 through _____.



Department of Public Works
Jeffrey Topper, Deputy Director

Ext. 2035

April 7, 2016

Briefing paper

Subject: Carroll County Fiber Network Summary and Future Planning Briefing

Background: Multiple County Departments teamed together to provide a current overview of the County's broadband network, explore the internet services available to the county today and provide guidance with developing recommendations for long term planning of the network. The study included both internal and external interviews, research of nationwide fiber network systems, and research of current and future technologies that could impact our network.

Desired Action: Briefing/Discussion