

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 June 6, 2016

Revision 1 dated June 7, 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 ~ June 6, 2016

Tuesday ~ June 7, 2016

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

Positively Carroll

Item 1

Briefing
Baltimore Metropolitan Council Update
Mike Kelly, Executive Director

Item 2

Public Comment on this item
Briefing/Discussion/Decision
Bid Approval ~ Single Source Justification to
Design, Build, Supply and Deliver One (1)
[Floating Dock System to Piney Run Park](#)
Department of Recreation & Parks ~ Mr. Jeff Degitz
Bureau of Purchasing ~ Mr. Mike Myers

Public Comment

11:00 a.m. Therapeutic Recreation Day
Carroll County Farm Museum ~ Westminster, Maryland
Commissioner Frazier

Wednesday ~ June 8, 2016

- 9:00 a.m. *Carroll County Law Enforcement Torch Run
Westminster, Maryland
Commissioner Wantz*
- 9:30 a.m. *Carroll County Farm Museum Volunteer Recognition Program
Westminster, Maryland
Commissioner Weaver*
- 2:00 p.m. *Meeting with State Highway Administration
Hampstead, Maryland
Commissioner Weaver*
- 7:00 p.m. *North Carroll High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioner Weaver*
- 7:00 p.m. *New Windsor Fire Department Parade
New Windsor, Maryland
Commissioners Wantz & Rothschild*

Thursday ~ June 9, 2016

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

Positively Carroll County

Item 1

Public Hearing/Possible Decision

[NPDES Financial Assurance Plan](#)

Public Comment will be taken during the Public Hearing
Department of Land & Resource Management ~ Mr. Tom Devilbiss
Department of the Comptroller ~ Mr. Robert Burk
Department of Management & Budget ~ Mr. Ted Zaleski

Item 2

Public Hearing

[Chapter 158 – Zoning](#)

Public Comment will be taken during the Public Hearing
Department of Planning ~ Mr. Phil Hager
Department of the County Attorney ~ Mr. Tim Burke

Thursday ~ June 9, 2016 (Continued)

Item 3

Public Comment on this item

Briefing/Discussion/Decision

[Request Approval of Senior Care Program FY2017](#)

Grant Submission

Department of Citizen Services ~ Ms. Christine Kay

Department of Management & Budget ~ Mr. Ted Zaleski

Item 4

Public Comment on this item

Briefing/Discussion/Decision

[Request Signature on Maryland Classified Employees Association](#)

MOU Renewal

Department of Human Resources ~ Ms. Kim Frock

Item 5

Public Comment on this item

Briefing/Discussion/Decision

Request Approval to Submit Draft 10-Year

[Solid Waste Management Plan](#) to

Carroll County Planning & Zoning Commission

Department of Public Works ~ Mr. Jeff Toper

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

Board of County Commissioners Closed Administrative Session

*2:00 p.m. Westminster High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioners Weaver & Frazier*

*5:00 p.m. State Highway Administration Workshop re: Md. Rt. 32
Sykesville/Freedom District Fire Hall ~ Sykesville, Maryland
Commissioner Howard*

*7:30 p.m. South Carroll High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioner Rothschild*

Friday ~ June 10, 2016

- 9:00 a.m. *Gerstell Academy Commencement Reception & Ceremony
Finksburg, Maryland
Commissioners Weaver, Frazier & Rothschild*
- 2:00 p.m. *Liberty High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioner Howard*
- 4:00 p.m. *Veteran's Recognition Ceremony
Community Media Center ~ Westminster, Maryland
Commissioners Frazier & Howard*
- 7:30 p.m. *Winters Mill High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioner Frazier*

Saturday ~ June 11, 2016

- 1:00 p.m. *Eagle Scout Court of Honor Ceremony
St. John's United Methodist Church ~ Hampstead, Maryland
Commissioner Weaver*
- 7:30 p.m. *Francis Scott Key High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioner Wantz*

Sunday ~ June 12, 2016

- 9:05 a.m. “The Commissioners’ Report” – WTTR
Commissioner Rothschild
- 2:00 p.m. *Century High School Graduation Ceremony
Held at McDaniel College ~ Westminster, Maryland
Commissioner Howard*

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 & Resource Management

Briefing Paper

June 9, 2016

Open Session

Issue:

Public Hearing - Financial Assurance Plan (FAP) Required by Senate Bill 863 (2015)

Background:

The 2015 Maryland General Assembly passed Senate Bill 863 – Watershed Protection and Restoration Programs – Revisions. While SB 863 repealed the mandate to implement a stormwater remediation fee to fund stormwater projects, in its place, the bill requires annual reporting to Maryland Department of the Environment (MDE) for certain information related to the Watershed Protection and Restoration Fund and stormwater mitigation projects. SB 863 also requires a jurisdiction to file a financial assurance plan with MDE every two years. The first report is to be filed by July 1, 2016, and then every two years thereafter on the anniversary date of the issuance of the NPDES Phase 1 MS4 permit.

The FAP must demonstrate that the jurisdiction has sufficient funding in the current fiscal year and subsequent budgets to meet its anticipated costs for the 2-year period immediately following the filing date of the plan. The local governing body must hold a public hearing and approve an FAP before it can be submitted to MDE. MDE will make the plan publically available on its website within 14 days after the plan is submitted.

MDE has 90 days from receipt of the FAP to determine if a jurisdiction's FAP demonstrates sufficient funding. Starting September 1, 2016, and every year thereafter, MDE must submit an annual report to the Governor and committees of the Maryland General Assembly evaluating the compliance of Phase I jurisdictions with the requirements of the stormwater fee law.

Following the public hearing, there is no legal requirement to hold the record open for ten days in this case.

Action:

Hold public hearing; approve the Financial Assurance Plan for submittal to MDE.

Staff-Recommended Motion:

I move that the Board of Commissioners approve the Financial Assurance Plan for submittal to Maryland Department of the Environment.

Attendees:

Tom Devilbiss, Department of Land & Resource Management
Tim Burke, County Attorney
Gale Engles, Department of Land & Resource Management
Brenda Dinne, Department of Land & Resource Management

Department of Planning

Briefing Paper

June 9, 2016

Open Session

Issue:

Public Hearing – Potential Zoning Text Amendment-Petroleum Storage (as an Accessory Use)

Background:

On June 9th, the BCC will convene a Public Hearing to accept testimony in support and/or opposition to a proposed zoning text amendment. The proposed legislation will amend the regulations dealing with petroleum storage as an Accessory Use and establish a new definition. The modifications were the product of an interdepartmental committee that included representatives of the Department of Planning, the Department of Land and Resource Management, the Department of Emergency Management, the Bureau of Permits, the Bureau of Development Review, the Zoning Administrator, and the County Attorney.

The Planning and Zoning Commission evaluated the draft presented by this committee and participated in three separate review sessions prior to unanimously approving a recommendation to refer the matter to the BCC with a favorable report. In response to a directive following their review of March 3rd, the Planning Commission again examined the legislation and unanimously adopted a motion to approve the legislation and recommended that the matter be returned to the BCC with a recommendation of adoption.

On May 10th the board authorized staff to proceed to a Public Hearing in this matter. In accordance with established procedures and pursuant to state and County statutes, this Hearing was advertised in a newspaper of general circulation within the prescribed time frames.

Action:

Accept testimony

Following testimony consider the following motion: I move that the Board close this Hearing and keep the record open for a period of not less than ten (10) days prior to considering a motion for adoption.

Attendees:

Philip R. Hager, Director, Department of Planning
Tim Burke, Esq, County Attorney

BRIEFING PAPER
June 9, 2015

Program Title: Senior Care Program FY2017 Grant Application and Senior Care Plan

Funder: Maryland Department of Aging

Solicitation Coverage Period: July 1, 2016 – June 30, 2017

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

Due Date: June 17, 2016

Summary: The Senior Care Program is a joint program coordinated by the Maryland Department of Aging, local Area Agencies on Aging and local Interagency Committees to ensure access to supportive services that help older adults, 65+ years of age, remain independent in the community. The process for grant application and grant acceptance with Maryland Department of Aging has changed and therefore, Area Agencies on Aging are no longer required to provide a signature to indicate acceptance of a grant award. Submission of this grant application signifies acceptance of the grant award.

Impact: Senior Care provides a comprehensive assessment of an individual's needs, a case manager to secure and coordinate services, and a pool of gapfilling funds to purchase services for individuals who meet program eligibility requirements. Gapfilling funds are used when necessary services are not available from traditional sources. The financial subsidies will be used towards the purchase of personal care services; chore services; medication and medical supplies; home delivered meals; emergency response systems; and adult medical daycare. A maximum amount of \$300 per month per participant may be approved to pay for the purchase of services.

Senior Care Program Budget

Staffing	\$15,328
Program Services (gapfilling)	\$154,989
Total Grant Award	\$170,317
Required County Cash Match	0
Total Program	\$170,317

Recommendation: I move that the Board of Commissioners approves the Senior Care Program grant submission.

Attending:

Christine Kay, Director, Citizen Services, 410-386-3600

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

Debby Standiford, Grants Office, 410-386-2212

Department of Human Resources

Briefing Paper

June 9, 2016

Issue:

Renewal of Memorandum of Understanding between County Commissioners of Carroll County and Maryland Classified Employees Association, Inc. Chapter 550

Background:

- Original agreement adopted in April, 1973.
- Provides that MCEA is the representative for all eligible employees of Carroll County Commissioners, who are members of MCEA's Chapter 550.
- The agreement gives MCEA the right to represent employees employed by the County except:
 - Any Elected or Appointed Official
 - Any supervisory employee
 - Any employee of the Department of the County Attorney, Department of Management & Budget, Board of County Commissioners Office and the Office of Human Resources
 - Any employee of the Circuit Court of Carroll County, the Sheriff of Carroll County, the Carroll County Board of Education, and the States Attorney of Carroll County.
 - Any employee paid by the County, whose duties are directly governed by a State Agency, such as the Soil Conservation District, the Health Department or the Agriculture Extension Services.
 - Any employee whose salary is paid by State, Federal, or private grants
- The agreement provides MCEA payroll deduction for their dues and any other member benefits services.
- The agreement provides MCEA Chapter Officers time off with pay (a maximum of 14 Administrative Leave Days) to attend state and/or regional MCEA meetings, trainings, conventions, conferences.

Action:

I move that the Board of Commissioners approve and sign the Memorandum of Understanding between County Commissioners of Carroll County and Maryland Classified Employees Association, Inc. Chapter 550.

Attendees:

Kimberly L Frock, Director of Human Resources



Department of Public Works

Dusty Hilbert, Bureau Chief

Ext. 2035

Briefing, Discussion, and Decision

Purpose: Request Approval to Submit Draft 10-Year Solid Waste Management Plan to Carroll County Planning & Zoning Commission

Background: The Code of Maryland Regulations (COMAR 26.03.03) requires that Counties adopt a Solid Waste Management Plan (Plan) for a ten year period. In general, the Plan must provide:

- Goals, objectives and policies conforming to State, regional and local land use plans.
- Current and projected population and waste volumes for the 10 year term.
- Description of existing waste management system, including public and private facilities.
- An assessment of needs to modify existing solid waste systems during the next 10 years.
- Demonstration that the sizing, staging, and capacity of all systems and facilities are adequate for the planning period.

Briefing & Discussion: The current Plan has been amended over the past 9 years to address new regulations. This draft incorporates all those amendments with statistic updates and edits to current and projected conditions. Per regulatory protocol, MDE recently reviewed the draft and affirmed it satisfies COMAR with minor edits. Those edits are incorporated into the current draft.

Carroll County has sufficient waste disposal capacity for the projected 10 year term and the ongoing recycling operations are projected to meet current requirements.

The draft Plan's goals and objectives are unchanged from the current operating Plan. Following Planning and Zoning Commission certification, the draft will be presented to the Commissioners for discussion and a Public Hearing. Through that process, edits to goals and objectives can be made.

Upon Board adoption of the Plan later this summer, it will be submitted to MDE for final approval.

The County may amend the Plan at any time during this next 10 year term. The management ideas being deliberated by the Bureau of Solid Waste and the Solid Waste Advisory Council are options noted within both the current and draft Plans. Therefore, changes being discussed over the next few years will likely fall within the scope of the Plan and require no amendments.

Desired Action: Approval to seek certification of draft Plan from Planning & Zoning Commission.

Staff Recommended Motion: I move that the Board of Commissioners approve submittal of the draft Solid Waste Management Plan to the Planning and Zoning Commission for their certification of consistency with the Carroll County Master Plan.

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