



Board of Carroll County Commissioners

County Office Building
Westminster, MD 21157
www.ccgovernment.carr.org

Open Session

~ Minutes ~

Admin

Tuesday, February 23, 2016

10:00 AM

County Office Building Rm 311

I. Call to Order

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

II. Invocation ~ Commissioner Rothschild

III. Postively Carroll

IV. Public Comment ~ Item No. V

None

V. Briefing/Discussion/Decision ~ Request Approval for Public Comment on Housing Annual Plan

Consideration of the Streamlined Annual Plan for Fiscal Year 2016 for the Carroll County Bureau of Housing to be displayed for public comment for a 45-day period based on Federal Regulation 24 CFR 903. This Department of Housing and Urban Development (HUD) required report is an annual update of the goals and 5 year plan. Following the 45-day public comment period, we will request a public hearing to consider and approve the Streamlined Annual Plan for FY 2016 for submission to HUD. The Board of County Commissioners has acted as the Bureau of Housing and Community Developments (Public Housing Authority or PHA) "Resident Advisory Board" throughout the existence of the County's Section 8 Housing Assistance Program. The Carroll County program provides 100 Non-Elderly Disabled Vouchers, 25 Family Unification Vouchers and 524 Tenant Based Rental Assistance Vouchers for 649 total Housing Assistance Vouchers. The FY 16 Annual Plan lists one change to allow a pilot program 10-20 of the regular tenant based rental vouchers to have a specialized preference as a pilot program. The vouchers will be designated for homeless families being assisted through the Substance Abuse and Mental Health Administration that meet the requirements established and verified by the Carroll County Health Department. These families must be homeless, verify residency with having a Carroll County address at least 6 months prior to entering a shelter, meet all other Section 8 Housing Program criteria, currently reside in a shelter, and receive written approval from the shelter provider (Human Services Programs). As mentioned, this is a pilot program that will run for the three years and will be reevaluated at the end of this time period to determine if it will be continued, enhanced or discontinued. There are no County funds

utilized for the Section 8 Housing Assistance Program and there are no stipulations in the plan or funding streams that require the County to be liable.

1. **Motion To:** display the Streamlined Annual Housing Plan for 45 days for public review and comment

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

VI. Public Comment ~ Item No. VII

None

VII. Discussion/Decision ~ Farm Museum Engineering Contract Extension (Briefing on December 11, 2014)

The Bureau of Resource Management (BRM), Department of Land and Resource Management through a term contract with Carroll Land Services, Inc. (CLSI) has developed a design to address current drainage issues on the Carroll County Farm Museum. As part of the design two bio-retention facilities will be installed to provide water quality treatment for the drainage area. A retaining wall will need to be designed to accomplish management in one of the facilities prior to receiving bids for construction. The retaining wall design was not part of our original contract with CLSI and because of a previous change order in the amount of \$1,985.00, the requested amount of \$2,800 for the wall design exceeds the original contract amount by more than 10%. The requested engineering costs are within the current design budget for this project. On December 11, 2014 the Board of County Commissioners approved the award of \$30,645.00 from the Chesapeake Bay Trust (CBT) to cover the cost of completing the engineering design at the Farm Museum. To date the County has received \$27,580.00 from CBT. Staff anticipates receiving the remaining \$3,065.00 in the near future. This final payment was contingent upon the County submitting a final report which was completed and submitted on February 3, 2016.

Ultimately, this project will achieve improved stormwater control at the Carroll County Farm Museum and increase community awareness of low-impact stormwater management practices. The initiation of this program will also assist Carroll County in meeting certain requirements of the National Pollutant Discharge Elimination System (NPDES) permit.

1. **Motion To:** move ahead with the additional funds for the Farm Museum engineering contract extension

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

VIII. Commissioner Representation on Boards, Committees, and Commissions - Updates

Carroll Community College Board of Trustees - Commissioner Dennis Frazier

Veteran's Council - Commissioner Richard Weaver

IX. Public Comment

Citizen comment(s): No comments received.

X. Adjourn ~ 10:20 AM

1. Motion To: adjourn

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