

Board of County Commissioners

Kenneth A. Kiler, President
Joseph A. Vigliotti, Vice President
Thomas S. Gordon III
Michael R. Guerin
Edward C. Rothstein



Carroll County Government

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Notice of Commissioner Meetings & Agenda for the Week of May 6, 2024

- 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. **Public Comment may be made in person or by calling in using the number provided with the agenda each week.** All or part of a meeting may be conducted in closed session.

Indicates Outside Activities

Monday ~ May 6, 2024

- 3:00 p.m. *Judge Joseph Getty Official Court Portrait Ceremony
Annapolis, MD
Commissioner Kiler*
- 7:00 p.m. *Public Hearing on the FY25 Proposed Budget
Streaming, Carroll Arts Center, Westminster
Commissioners Gordon, Guerin, Kiler, Rothstein and Vigliotti*

Tuesday ~ May 7, 2024

- 8:00 a.m. *Commissioner Gordon Chamber of Commerce Breakfast
Exploration Commons, Westminster
Commissioners Gordon, Kiler and Rothstein*
- 6:30 p.m. *Career and Technical Education Signing Day
Carroll County Career & Technology Center, Westminster
Commissioner Kiler*

Wednesday ~ May 8, 2024

- 9:00 a.m. *Opioid Prevention Coalition Meeting
Carroll County Health Department, Westminster
Commissioner Kiler*
- 9:30 a.m. *Farm Museum Board Meeting
Farm Museum, Westminster
Commissioner Vigliotti*

Wednesday ~ May 8, 2024 (continued)

5:00 p.m. *Board of Education (BOE) Board Meeting
Carroll County Public Schools (CCPS) Headquarters*

Thursday ~ May 9, 2024

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

Priority Carroll

Item 1

Public comment on this item

[Purchase and Install Fixed License Plate Readers \(LPR\) System](#)

Department of Public Safety – Ms. Valerie Hawkins

Item 2

Public comment on this item

[Exercise Option to Purchase – Final Approval of Proposed Critical Farms Program Application of H. Wayne Siegman, Larry E. Siegman and Jeffrey L. Siegman](#)

Department of Planning and Land Management – Mr. Chris Heyn

Item 3

Public comment on this item

[Approval to Transfer FY2024 Annual Housing Bond Allocation](#)

Department of Citizen Services – Ms. Celene Steckel

Item 4

Public comment on this item

[Ordinance Change – Approval for the Creation of a Local Ordinance Establishing Eligible Uses for the Community Reinvestment and Repair Fund \(CRRF\)](#)

Department of Citizen Services – Ms. Celene Steckel

Item 5

Public comment on this item

[Approval to Submit the FY2025 Area Plan and Individual Grant Applications for the Bureau of Aging & Disabilities \(BoAD\) and Acceptance of the Awards](#)

Department of Citizen Services – Ms. Celene Steckel

Public Comment – Anyone planning to make public comment may do so in person or virtually. Those wishing to attend virtually should call +1 (872) 240-3212 and Access Code 317-923-893 to join the meeting.

Administrative Session ~ Open

Friday ~ May 10, 2024

Saturday ~ May 11, 2024

Sunday ~ May 12, 2024

8:00 a.m. “The Commissioners’ Podcast”
 Commissioner Rothstein

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.

DATE: May 9, 2024
TO: The Carroll County Board of Commissioners
RE: Purchase & Install Fixed License Plate Reader (LPR) System

EXECUTIVE SUMMARY:

The Carroll County Sheriff's Office in coordination with Carroll County Emergency Management solicited a quotation from Selex ES, Inc., a single-source vendor, to provide one (1) Leonardo (ELSAG) LPR F4 system for fixed sites. There is State law in place with certain requirements regarding data transfer to the Maryland Coordination and Analysis Center (MCAC). Selex ES, Inc. is the only vendor that meets the requirements since the onset of the overall program.

The Office of Emergency Management and the Office of Procurement request your approval to purchase one (1) Leonardo (ELSAG) LPR F4 system to be installed for the amount of \$64,945.50.

This project will be funded using a FFY2023 Urban Area Security Initiative (UASI) grant; therefore, no additional funds should be needed.

Staff Recommended Motion:

I move the Board of Commissioners award the purchase of one (1) Leonardo (Elsag) LPR F4 system to Selex ES, Inc. in the amount of \$64,945.50.

Department of Planning and Land Management
Agricultural Land Preservation Program
Briefing Paper
May 9, 2024
Open Session

Issue:

Exercise Option to Purchase - Final approval of proposed Critical Farms Program application of H. Wayne Siegman, Larry E. Siegman, and Jeffrey L. Siegman.

Background:

The County's Critical Farms Program assists individuals and families in the purchase of qualifying farm properties and requires the properties to be subsequently preserved by a conservation easement with the State of Maryland.

On February 7, 2024, the County Agricultural Land Preservation Advisory Board granted preliminary approval of the Critical Farms Program application of H. Wayne Siegman, Larry E. Siegman, and Jeffrey L. Siegman, contract purchasers of a 113.4932-acre farm at 2121 Coon Club Road and 145 Leisters Church Road, Westminster. Subsequently, the Board of County Commissioners granted preliminary approval of the application on February 22, 2024. An appraisal was conducted by Karen H. Belinko Appraisals, LLC and was reviewed by an independent valuation consultant.

The Critical Farms Program provides purchase assistance to farm buyers at 52.5% of the purchase price or the appraised value, whichever is lower. For this applicant, the assistance of \$735,000.00 is based on the purchase price of \$1,400,000.00. The applicant agrees to preserve the property through the Maryland Agricultural Land Preservation Foundation. The County's purchase assistance amount is credited toward the County's share (40 percent) of the easement cost and may be a full reimbursement of the assistance amount depending on funding allocation and farm ranking.

Action:

Exercise Option to Purchase - Consider exercising the Critical Farms Program Option to Purchase for the H. Wayne Siegman, Larry E. Siegman, and Jeffrey L. Siegman property in the amount of \$735,000.00.

Staff-Recommended Motion:

I move the Board of Commissioners exercise the option to purchase for H. Wayne Siegman, Larry E. Siegman, and Jeffrey L. Siegman through the Critical Farms Program in the amount of \$735,000.00.

Attendees:

J. P. Smith, Jr., Program Manager, Agricultural Land Preservation Program

Jackie Brathuhn, Preservation Specialist, Agricultural Land Preservation Program

Department of Citizen Services
Bureau of Housing and Community Development
Briefing Paper
May 9, 2024

Issue: Approval to Transfer FY2024 Annual Housing Bond Allocation

Briefing/Discussion/Decision: Authorization of \$7,669,594.00 in bond allocation to the State DHCD's Maryland Mortgage Program On-Behalf-Of Carroll County

Background: The On-Behalf-Of initiative is an annual State bond issue used to promote home ownership. The program offers local governments opportunities to partner with the State to provide mortgage financing to first time home buyers.

By agreeing to have the State administer funds designated for Carroll County, the following process occurs: DHCD issues bonds that are held in a fund available to eligible applicants, on a first-come, first-served basis.

The amount available to Carroll County in this action is \$7,669,594.00. It is recommended that the full amount be authorized to the State to be used in the Maryland Mortgage Program.

Staff Recommended Motion: I move the Board of Commissioners approve the authorization of \$7,669,594.00 in bond allocation to the State DHCD's Maryland Mortgage Program On-Behalf-Of Carroll County and sign the Statement of Conditions for Participation.

Attendees:

Celene E. Steckel, Director, Department of Citizen Services
Danielle Yates, Chief, Bureau of Housing and Community Development

Citizen Services
Briefing Paper
05/09/2024
Open Session

Issue: Approval for the creation of a local ordinance establishing eligible uses for the Community Reinvestment and Repair Fund (CRRF).

Background: The Maryland Cannabis Reform Act legalized adult-use cannabis on July 1, 2023. A percentage of adult-use cannabis tax revenue will be granted to each jurisdiction through the Community Reinvestment and Repair Fund. Carroll County's initial quarterly payment of \$84,618 has been received.

The fund must support community-based initiatives that benefit low-income communities and/or communities that have been disproportionately impacted by the enforcement of cannabis laws. Suggested uses of the fund include:

- Mental Health and Harm Reduction
- Education and afterschool programs
- Housing and Unhoused prevention services
- Reentry and Reintegration
- Adult Professional Development
- Entrepreneurship and Economic Development
- Nonprofit training and management to support BIPOC community leaders
- Workforce development and training

Local governments are not held to these uses, but the fund cannot be used for law enforcement or to replace local government funding of current programs.

The governing structure and use of the CRRF allocation rests with the county, and each county must adopt a law establishing how funds received from the CRRF may be used.

A public hearing to gather community input on the use of the Community Reinvestment and Repair Fund (CRRF) in Carroll County was held on April 18th, leaving the record open for 10 days for additional comment/input.

Action: Discussion

Staff Recommended Motion: I move the Board of Commissioners approve the creation of a local ordinance establishing eligible uses for the Community Reinvestment and Repair Fund (CRRF).

Attendees:

Celene Steckel, Director, Citizen Services
Corey Hardinger, Senior Grants Analyst

**Department of Citizen Services
Bureau of Aging & Disabilities
Briefing Paper
May 9, 2024
Open Session**

Issue: Approval to submit the FY2025 Area Plan and Individual Grant Applications for the Bureau of Aging & Disabilities (BoAD) and acceptance of the awards.

Background: The Bureau of Aging & Disabilities provides services with a combination of Federal, State, County and private funding. Funding is awarded through the County's Area Plan and through 16 individual grant applications.

To streamline the Board of Commissioners' approval process and present a comprehensive picture of services and funding, the BoAD has prepared an overview of the agency's funding and is asking the Board to accept the projected FY25 formula grants, Fee-for-Service programs and ongoing private funding.

Individual applications will continue to be reviewed internally by the staff of BoAD, the Grants Office, the Budget Office, and the County Attorney before final acceptance. Any grant which requires an increase of County funding over the approved Annual FY25 budget will be brought back before the Board of Commissioners for review and approval. The BoAD will also bring any new funding opportunities to the Board for approval.

Overview:

The Bureau of Aging & Disabilities administers services for adults aged 60 and older, individuals with disabilities, caregivers, and Veterans of any age. As a Maryland Access Point site, the Bureau serves as a single point of entry to connect individuals to resources for long-term services and support.

As reported by the US Census Bureau, the 60+ population in Carroll County grew 47% from 21,770 (2000) to 46,424 (2020). The most recent data from the 2022 U. S. Census American Community Survey reports Carroll's Veteran count at 8,869.

Carroll County operates 5 Senior & Community Centers serving older adults (60+) and disabled adults 50+ years of age. All 5 Senior & Community Centers offer congregate meals, exercise rooms, computer labs, billiards and an array of exercise classes and additional activities to provide opportunities for social engagement.

Funding Overview:

The BoAD's 7 core service areas are supported by 28 different funding sources. All state and federal funding is either formula driven, meaning the County is only eligible to apply for a specific amount based on demographic factors, funding formulas and the total funds available, or the funding is Fee-for-Service, and the revenue is based on the level of service delivered.

The 7 core areas of service include:

- Meals and Nutrition
- Community Services/Programming,
- Advocacy, Support and Protection
- Case Management, Referrals and Supports
- Medicare Education and Enrollment
- Veteran Services
- Disability Programming and Services

FY25 Formula Grant Overview								
Service	Grant Program	# Served Annually	Wait List Y or N	Funding Source			FY25 Estimated Grant Funding	FY25 Estimated County Funding
				Federal	State	Private		
Meals and Nutrition	Congregate Meals (IIC1)*	1600	N	X			\$208,228	\$0
	Home Delivered (IIC2)*	120	N	X			\$98,523	\$0
	State Nutrition	N/A	N		X		\$42,472	\$0
	Nutritional Services	1600	N	X			\$31,342	\$0
Community Services, Information/ Assistance	Community Services (IIIB)	N/A	N	X			\$107,239	\$9,850
	Health Promotion (IIID)*	100	N	X			\$9,716	\$0
	Senior Center Ops	150	N		X		\$12,500	\$0
	Senior Centers/ Admin	5000	N				\$0	\$1,281,990
	Koon's Toyota Donation*	200	N			X	\$5,000	\$0

Advocacy, Support and Protection	Ombudsman (VII2)	3075	N	X			\$13,464	\$38,000
	Ombudsman (IIIB)		N	X			\$48,782	\$0
	State Ombudsman		N		X		\$37,148	\$0
	State Guardianship*	25	N		X		\$25,311	\$68,990
	Elder Abuse (VII3)	65	N	X			\$2,853	\$0
	Caregiver Support (IIIE)*	954	N	X			\$68,675	\$0
	VEPI	N/A	N		X		\$10,348	\$0
Case Management, Referrals, and Supports	Senior Care	50 30	Y -5			X	\$210,265 \$30,000 (wait list)	\$0
	Senior Asst. Living Subsidies Program	17	Y (10)			X	\$187,143	\$0
	Case Management and Support Services**	195	N 0	X			\$255,990	\$125,550
	Federal Financial Participation**	N/A	N	X			\$138,240	\$0
	FFP Match	N/A	N			X	\$4,380	\$0
	MAP Information and Assistance	1095	N			X	\$130,292	\$2,500
	Level 1 Screen	329	N			X	\$15,000	\$0
	MIPPA	2800	N	X			\$8,808	\$0

Medicare Education/ Enrollment	Senior Medicare Patrol		N	X			\$11,307	\$0
	State Health Insurance		N		X		\$16,109	\$56,430
Veterans	Veterans Services	800	N			X	\$0	\$107,710
Veterans	Kahlert Grant	75	N	N		X	\$100,000	\$0
Disabilities	Senior Inclusion**	28	N		X		\$818,728	\$0
Estimated Funding Totals							\$2,647,863	\$1,691,020

* Program Income is additional funding source

** Fee for Service Programs

Staff-Recommended Motion: I move the Board of Commissioners approve the submission of the FY25 Area Plan and Individual Grant Applications for the Bureau of Aging and Disabilities and accept the FY25 awards.

Attending:

Celene Steckel, Director, Citizen Services

Gina Valentine, Bureau Chief

Bobbie Lawrence, Aging and Disabilities Supervisor

Rich Ottone, Community Services Supervisor

Corey Hardinger, Senior Grants Analyst, Grants Office