

Board of County Commissioners

Edward C. Rothstein, President
C. Richard Weaver, Vice President
C. Eric Bouchat
Dennis E. Frazier
Stephen A. Wantz



Carroll County Government

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Westminster, Maryland 21157
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MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of October 11, 2021

- 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 note, 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 ~ October 11, 2021

County Offices Closed in Observance of Columbus Day

Tuesday ~ October 12, 2021

*7:00 p.m. Ag Center Board Meeting
Ag Center, Westminster
Commissioner Rothstein*

Wednesday ~ October 13, 2021

*BMC Chesapeake Connect (Philadelphia)
Commissioner Wantz*

*8:00 a.m. Fort Meade Alliance Key Leaders Series
BWI Hilton, 1739 W. Nursery Road
Linthicum Heights, MD
Commissioner Rothstein*

*9:30 a.m. Carroll County Farm Museum Advisory
Board Meeting
Farm Museum, Landon C Burns Room
Commissioner Weaver*

*5:00 p.m. Board of Education Board Meeting
Board of Education Board Room
Commissioner Weaver*

Thursday – October 14, 2021

*BMC Chesapeake Connect (Philadelphia)
Commissioner Wantz*

Closed Administrative Session

9:00 a.m. Board of County Commissioners Open Session

Priority Carroll

Item 1

Public Hearing

[FY2022 Community Development Block Grant \(CDBG\) Special Projects
Category for the Carroll County Youth Service Bureau \(CCYSB\)](#)

Department of Citizen Services – Ms. Celene Steckel

Item 2

Public Comment on this item

[Approval to Award the Renewal of the Judicial Dialog Software
Maintenance and Support to Judicial Dialog Systems](#)

Department of Technology Services – Mr. Mark Ripper

Item 3

Public Comment on this item

[Approval to Award the Renewal for the Accela Annual
Maintenance and Support Services to Accela](#)

Department of Technology Services – Mr. Mark Ripper

Item 4

Public Comment on this item

[Approval to Award the Purchase of the Genetec SAN to
SHI International](#)

Department of Technology Services – Mr. Mark Ripper

Item 5

Public Comment on this item

[Purchase of a 2022 Ford F-350 Extended Cab](#)

Department of Public Works – Mr. Jeff Castonguay

Item 6

Public Comment on this item

[Replacement of Water Valve Bolts – Pleasant Valley Service Area](#)

Department of Public Works – Mr. Jeff Castonguay

Item 7

Public Comment on this item

[Replacement of Water Valve Bolts – Bark Hill Service Area](#)

Department of Public Works – Mr. Jeff Castonguay

Item 8

Public Comment on this item

[Chapter 51 Sewer and Water Code of Public Laws and Ordinances](#)

[Water and Sewer Rate Schedule](#)

Department of Public Works – Mr. Jeff Castonguay

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

*6:00 p.m. CC Land Trust Dinner
451 WMC Drive
Best Western, Westminster
Commissioners Bouchat, Frazier, Rothstein and Weaver*

Friday ~ October 15, 2021

*BMC Chesapeake Connect (Philadelphia)
Commissioner Wantz*

*11:00 a.m. Welding Truck Outreach Event w/BERC
Commissioner Bouchat*

Saturday ~ October 16, 2021

*10:00 a.m. Celebrating 75,000 Acres Preserved & Growing
Tour of Carroll County Farm Museum
Commissioners Bouchat and Frazier*

*10:00 a.m. Major General (ret) Linda L. Singh Portrait Unveiling
Freedom Readiness Center
6525 Sykesville Road, Sykesville, MD
Commissioner Rothstein*

*12:30 p.m. Celebrating 75,000 Acres Preserved & Growing
Carroll County Farm Museum
Commissioners Bouchat, Frazier, Rothstein, Wantz and Weaver*

Sunday ~ October 17, 2021

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

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

Citizen Services

Briefing Paper

10/14/2021

Open Session

Issue: Hold the Public Hearing for the FY 2022 Community Development Block Grant (CDBG) Special Projects category for the Carroll County Youth Service Bureau (CCYSB) to apply for funding to conduct a feasibility study for construction of additional clinical services and staff space at 59 Kate Wagner Road.

Background: CCYSB has provided outpatient mental health services in Carroll County since 1972 and has grown into a multi-disciplinary behavioral health organization that offers a wide range of outpatient treatment and prevention services designed to support children, adolescents, transition-age youth, adults, and families. In FY 21, CCYSB served 979 cases with 65.8% of clients receiving Medicaid, the nation's public health insurance program for low-income individuals and families.

Due to the current facility's insufficient space for several programs to operate at maximum efficiency and the need to expand services, CCYSB is seeking funding under CDBG's Special Projects application to conduct a feasibility study. The study will determine the amount of land necessary to construct a 10,000 square foot addition onto the current building. Under the Special Projects category, funds are set aside for special projects, planning activities and economic development projects.

The CCYSB is located on county property directly adjacent to the Robert Moton Elementary School. Carroll County Public Schools (CCPS) has expressed formal support for CCYSB's efforts to explore options regarding the addition and therefore, recognizes the need for the feasibility study. Upon the study's findings, CCPS has also formally expressed a willingness to consider transferring a portion of the land that houses the school for CCYSB's use. CCYSB understands that any land transfer will require the Carroll County Commissioners consent as well as the consent of CCPS.

Budget

CDBG Application Request (Federal)	\$32,800
CCYSB, Inc. - Cash Match (Staff - Project Administration)	\$2,100
County Cash	\$0
County In-Kind Match (Applicant Project Administration)	\$105
Total Program Cost	\$35,005

Action: Briefing/Discussion/Decision

Staff Recommended Motion:

I move the Board of Commissioners close the Public Hearing, leaving the record open for ten (10) days.

or

I move the Board of Commissioners approve the submission of the CDBG Special Project Application and accept the award.

Attendees:

Celene Steckel, Director, Citizen Services

Lynn Davis, Executive Director, CCYSB

Corey Hardinger, Grants Analyst, Management and Budget

DATE: October 1, 2021
TO: The Carroll County Board of Commissioners
RE: Judicial Dialog Software Maintenance and Support Renewal

Executive Summary:

The Office of Procurement in cooperation with Technology Services requests your approval to award the renewal of the Judicial Dialog Software Maintenance and Support to Judicial Dialog Systems in the amount of \$25,707.97

The amount is within the adopted budget and no additional funds will be needed.

Background:

The Judicial Dialog System was purchased in FY'16 for \$220,830, replacing an end of life Case File System for the State's Attorney's Office. The Judicial Dialog System accommodates the District, Circuit and Juvenile Courts and allows interoperable data exchange with the Maryland Electronic Courts System (MDEC).

Staff Recommended Motion:

I move that the Board of Commissioners approve the renewal of the Judicial Dialog Software Maintenance and Support to Judicial Dialog Systems in the amount not to exceed \$25,707.97.

DATE: October 1, 2021

TO: The Carroll County Board of Commissioners

RE: Accela Land Management System Annual Maintenance and Support Renewal

Executive Summary:

The Office of Procurement, in cooperation with Technology Services requests your approval to award the renewal for the Accela Annual Maintenance and Support Services to Accela in the amount of \$98,833.68.

The amount is within the adopted budget and no additional funds will be needed.

Background:

1. This maintenance and support renewal will allow the County to receive software upgrades and enhancements to the Accela Land Management System. It gives us access to Accela's Customer Resource Center so we can address and resolve problems with the software and recommend improvements.
2. The effective date for this service is December 20, 2021
3. Accela products/services are used by the following departments:

Citizen Services	County Attorney	Land & Resource Management
Permits & Inspections	Public Safety	Public Works
Recreation & Parks	Utilities	

Staff Recommended Motion:

I move that the Board of Commissioners award the renewal of the Accela Annual Maintenance and Support Services to Accela in the amount of \$98,833.68.

DATE: October 1, 2021
TO: The Carroll County Board of Commissioners
RE: Genetec SAN Replacement

Executive Summary:

The Office of Procurement, in cooperation with Technology Services requests your approval to award the purchase of the Genetec SAN to SHI International in the amount of \$75,812.50. The purchase is being made through an Omnia Partners Contract #2018011-02 that was competitively bid.

The amount is within the adopted budget and no additional funds will be needed.

Background:

This SAN will replace 3x existing archive servers that have all reached end of life. The archive servers store the camera footage for all of the security cameras throughout the county. By migrating from 3x physical archive servers to 1x SAN we will reduce the ongoing maintenance and patching required. This SAN also has available room to increase storage capacity to accommodate increased storage needs as our security system continues to evolve.

Staff Recommended Motion:

I move that the Board of Commissioners approve the purchase of the Genetec SAN to SHI International in the amount of \$75,812.50.

DATE: September 29, 2021
TO: The Carroll County Board of Commissioners
RE: Purchase of a 2022 Ford F-350 Extended Cab

Executive Summary:

The Office of Procurement, in cooperation with the Bureau of Fleet Management/Warehouse Operations requests your approval to award the purchase of a 2022 Ford F-350 Extended Cab 4x4 Truck with Utility Body to Apple Ford in the amount of \$56,583.14. The purchase is being made through a Baltimore County Contract #0004504 that was competitively bid.

The amount is within the adopted FY22 budget and no additional funds will be necessary.

Background:

This is a replacement truck for the Bureau of Roads that will be used as a Foreman vehicle.

Staff Recommended Motion:

I move that the Board of Commissioners award the purchase of a 2022 Ford F-350 Extended Cab 4x4 Truck with Utility Body to Apple Ford in the amount of \$56,583.14.

DATE: October 4, 2021
TO: The Carroll County Board of Commissioners
RE: Replacement of Water Valve Bolts – Pleasant Valley Service Area

Executive Summary:

The Office of Procurement, in cooperation with the Bureau of Utilities, requests your approval to award a contract for the replacement of water valve bolts at twenty-two locations within the Pleasant Valley service area to Mid-Atlantic Utilities, Inc. in the amount of Sixty-Seven Thousand Four Hundred Thirty Dollars and Zero Cents (\$67,430.00). This award will be made via a competitively bid term contract. These locations were bid as a collective grouping to generate interest and competitive pricing. Bids were solicited from four contractors and proposals were received from two of these contractors. The proposals are summarized below. The bid amount is within the adopted budget and no additional funds will be necessary.

Contractor	Pleasant Valley
Mid-Atlantic Utilities, Inc.	\$67,430.00
HTI Contractors	\$71,744.00

Background:

The Bureau of Utilities has initiated a programmed valve bolt replacement program to systematically upgrade aging cast iron bolts to stainless steel bolts throughout our service areas. It has been determined that all twenty-two of the Pleasant Valley service area water valves were installed with cast iron bolts in the 1990s. Aged cast iron bolts can and have failed without warning, especially when water valve assemblies are being exercised or utilized. This results in water service failures and repair challenges for the Bureau. This project will fully upgrade Pleasant Valley and will enhance the overall reliability and level of service of the water system.

Staff Recommended Motion:

I move that the Board of Commissioners award a contract for the replacement of water valve bolts at twenty-two locations within the Pleasant Valley service area to Mid-Atlantic Utilities, Inc. in the amount of Sixty-Seven Thousand Four Hundred Thirty Dollars and Zero Cents (\$67,430.00).

DATE: October 4, 2021
TO: The Carroll County Board of Commissioners
RE: Replacement of Water Valve Bolts – Bark Hill Service Area

Executive Summary:

The Office of Procurement, in cooperation with the Bureau of Utilities, requests your approval to award a contract for the replacement of water valve bolts at twenty-five locations within the Bark Hill service area to HTI Contractors in the amount of Sixty-Four Thousand Four Hundred Thirty-Five Dollars and Zero Cents (\$64,435.00). This award will be made via a competitively bid term contract. These locations were bid as a collective grouping to generate interest and competitive pricing. Bids were solicited from four contractors and proposals were received from two of these contractors. The proposals are summarized below. The bid amount is within the adopted budget and no additional funds will be necessary.

Contractor	Bark Hill
HTI Contractors	\$64,435.00
Mid-Atlantic Utilities, Inc.	\$66,245.00

Background:

The Bureau of Utilities has initiated a programmed valve bolt replacement program to systematically upgrade aging cast iron bolts to stainless steel bolts throughout our service areas. It has been determined that all twenty-five of the Bark Hill service area water valves were installed with cast iron bolts in the 1990s. Aged cast iron bolts can and have failed without warning, especially when water valve assemblies are being exercised or utilized. This results in water service failures and repair challenges for the Bureau. This project will fully upgrade Bark Hill and will enhance the overall reliability and level of service of the water system.

Staff Recommended Motion:

I move that the Board of Commissioners award a contract for the replacement of water valve bolts at twenty-five locations within the Bark Hill service area to HTI Contractors in the amount of Sixty-Four Thousand Four Hundred Thirty-Five Dollars and Zero Cents (\$64,435.00).

Department of Public Works
Briefing Paper
10/14/2021
Decision

Issue:

Chapter 51 Sewer and Water, Code of Public Laws and Ordinances
Water and Sewer Rate schedule

Background:

The Bureau of Utilities was before the Board on August 12, 2021 to provide a briefing and October 7, 2021 for the public hearing. The Board requested the record remain open for 7 days to ensure clarification of the option selected.

Action: Decision

Staff Recommended Motion:

I move that the Board of County Commissioners adopt the proposed amendments to Chapter 51 and the Water and Sewer rate schedule, to include option ____.

Attendees:

Jason Green, Deputy Director, Department of Public Works
Andrew Watcher, Bureau Chief, Utilities