

## 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

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 20, 2022**

**Revision 1 June 21, 2022**

- 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 ~ June 20, 2022**

*Maryland State Firemen's Association Convention (MSFA)  
Ocean City, MD  
Commissioner Wantz*

*County Offices Closed in Observance of Juneteenth Commemoration*

#### **Tuesday ~ June 21, 2022**

*Maryland State Firemen's Association Convention (MSFA)  
Ocean City, MD  
Commissioner Wantz*

*8:00 a.m. Chamber of Commerce Breakfast  
Eldersburg Library  
Commissioner Rothstein*

*9:00 a.m. Planning Commission  
Reagan Room, Room #003  
Commissioner Weaver*

*2:00 p.m. A Walk in the Park  
Kringold Park, Woodbine, MD  
Commissioners Bouchat and Frazier*

2:00 p.m. *Veterans Advisory Council Meeting  
American Legion Post 31, Westminster  
Commissioners Rothstein and Weaver*

**Wednesday ~ June 22, 2022**

*Maryland State Firemen's Association Convention (MSFA)  
Ocean City, MD  
Commissioner Wantz*

**Thursday – June 23, 2022**

*Maryland State Firemen's Association Convention (MSFA)  
Ocean City, MD  
Commissioner Wantz*

Board of County Commissioners - Closed Administrative Session

**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 of an Outdoor LED Sign](#)

Department of Citizen Services – Ms. Celene Steckel

**Item 2**

Public comment on this item

[Approval to Transfer FY2022 Annual Housing Bond Allocation](#)

Department of Citizen Services – Ms. Celene Steckel

**Item 3**

~~Public comment on this item~~

~~Proposed Medical Respite/Sober Center Update and Request  
for Letter of Commitment for Previously Allocated Program Space~~

~~Department of Citizen Services—Ms. Celene Steckel~~

**Item 43**

Public comment on this item

[Water and Sewer Master Plan – Spring Amendment  
and Permission to Schedule a Public Hearing](#)

Department of Planning – Ms. Lynda Eisenberg

**Item 54**

Public comment on this item

[Approval of the FY 23 Town-County Agreements – Sykesville, Hampstead and Taneytown](#)

Department of Management and Budget – Mr. Ted Zaleski

**Item 65**

Public comment on this item

[Annual “Maintenance, Support & Upkeep Agreement” with Motorola Solutions for the County’s Emergency Communications System](#)

Department of Public Safety – Mr. Scott Campbell

**Item 76**

Public comment on this item

[Annual “Maintenance, Support & Upkeep Agreement” with Motorola Solutions for the NICE Data Logging/Recording Applications](#)

Department of Public Safety – Mr. Scott Campbell

**Item 87**

Public comment on this item

[Annual “Maintenance, Support & Upkeep Agreement” for the Central Maryland Area Regional Communications \(CMARC\) Radio System](#)

Department of Public Safety – Mr. Scott Campbell

**Item 98**

Public comment on this item

[Annual “Maintenance, Support & Upkeep Agreement” with Motorola Solutions for the Westminster Police Department](#)

Department of Public Safety – Mr. Scott Campbell

**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 ~ June 24, 2022**

**Saturday ~ June 25, 2022**

*1:00 p.m. 50<sup>th</sup> Anniversary of Hurricane Agnes Commemoration  
The Flood Zone Brewery, Union Bridge  
Commissioners Bouchat, Rothstein and Weaver*

**Sunday ~June 26, 2022**

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.

DATE: June 23, 2022  
TO: The Carroll County Board of Commissioners  
RE: Purchase of an Outdoor LED Sign

**EXECUTIVE SUMMARY:**

The Carroll County Bureau of Aging and Disabilities solicited three (3) quotations to purchase one (1) full color Outdoor LED Sign with a faux brick structure for the Bureau of Aging & Disabilities. We request your approval to purchase this Sign from Fast Signs in the amount of \$39,878.80. This cost includes materials, labor, and installation. This purchase has Budget approval, and no additional funds should be needed.

Vendors & Bid Results:

1. Fast Signs	Westminster, MD	\$39,878.80
2. Woodland Signs	Westminster, MD	\$40,800.00
3. Shannon Baum Signs	Eldersburg, MD	\$66,679.98

**Background:**

The Bureau of Aging & Disabilities (BOAD) received approval from Maryland Department of Aging to utilize existing funding for the purchase and installation of an outdoor LED sign. The sign will be installed at 125 Stoner Avenue, Westminster. If approved by the Commissioners, the sign will enable BOAD to advertise programs and services offered by the Bureau, including activities, meals and special events scheduled at the Senior & Community Centers.

**Staff Recommended Motion:**

I move that the Board of Commissioners approve the purchase of one (1) full color, outdoor LED Sign from Fast Signs in the amount of \$39,878.80.

**Department of Citizen Services  
Bureau of Housing and Community Development**

**Briefing Paper**

**June 23, 2022**

**Issue:** Approval to Transfer FY2022 Annual Housing Bond Allocation

**Briefing/Discussion/Decision:** Authorization of \$6,636,938.00 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 \$6,636,938.00. 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 that the Board of Commissioners approve the authorization of \$6,636,938.00 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

# Department of Planning

## Briefing Paper

June 23, 2022

### Open Session

**Issue:**

2022 Spring Amendment to the 2019 Water and Sewer Master Plan

**Background:** The Water and Sewer Master Plan is a document that is prepared by the Department of Planning for the purpose of delineating water and sewer service areas, identifying planned projects and calculating water and sewer demand for the County and the eight municipal systems.

The County typically provides opportunities for amendments twice a year, one in the Spring and one in the Fall, to address changing conditions and circumstances. This proposed amendment focuses on changes to the Projected Sewer Supply Demands and Projected Capacity table (32); the Union Bridge water and sewer service area maps; and the Town of Hampstead sewer service area map.

The purpose of this presentation is to brief the BCC on the nature of the proposed amendments and request a public hearing. The purpose of the hearing is to accept public comment regarding the 2022 Spring Amendment to the 2019 Carroll County Water and Sewer Master Plan.

**Staff Recommended Motion:**

*I move that the Board of County Commissioners proceed with a Public Hearing for the 2022 Spring Amendment to the 2019 Water and Sewer Master Plan.*

**Attendees:**

Lynda Eisenberg, Director, Department of Planning  
Price Wagoner, Department of Planning

# **Management and Budget**

## **Briefing Paper**

**June 23, 2022**

### **Open Session**

#### **Issue:**

Approval of the FY 23 Town-County Agreements – Sykesville, Hampstead and Taneytown.

#### **Background:**

Annually, Carroll County Government and the Towns agree to the sharing of funds and participation in planning and other government functions.

This agreement will provide intergovernmental funding to Sykesville in the amount of \$246,687, with net funding of \$214,740; Hampstead in the amount of \$369,531, with net funding of \$315,129; and Taneytown in the amount of \$500,934, with net funding of \$448,010. These amounts are included in the FY 23 Budget.

#### **Action:**

Approve the FY 23 Town-County Agreements with Sykesville, Hampstead and Taneytown.

#### **Staff-Recommended Motion:**

I move that the Board of County Commissioners approve the FY 23 Town-County Agreements with the Towns of Sykesville, Hampstead and Taneytown.

#### **Attendees:**

Ted Zaleski, Director, Management & Budget



# Department of Public Safety

## Briefing Paper

June 23, 2022

Open Session

### Issue:

Annual “Maintenance, Support & Upkeep Agreement” with Motorola Solutions for the County’s Emergency Communications System.

### Discussion / Decision:

Discussion / Decision

### Background:

With one exception, the multiple components of the County’s Emergency Communications System are covered by a “Maintenance, Support, and Upkeep Agreement” with Motorola Solutions, which requires annual renewal. The agreement proposed for FY2023 includes, among other features, 24 x 7 x 365 support of the County’s 800 MHz radio system infrastructure, microwave network, and VHF paging system. The proposed agreement also includes continuous upgrades of the 800 MHz radio system’s operating software to ensure the system remains current, as well as enhanced system monitoring & security measures. Different from prior years, this year coverage of all aspects of the NICE data logging / recording application were removed from the comprehensive agreement and instead are proposed to be covered under a separate, stand-alone agreement. The full cost of the proposed Agreement as described herein (\$1,450,176.62) is included in the Approved FY2023 Budget, thus no additional monies are needed to proceed. Executing the FY2023 Agreement at this time will ensure a seamless, uninterrupted transition to the new fiscal year. All costs associated with the FY2023 Agreement will be borne by the FY2023 budget. At this time, I respectfully request authorization to execute the Proposed Agreement, as presented.

### Action:

Please authorize the Director of Public Safety to execute the Proposed Agreement with Motorola Solutions, as presented, to include approving the resulting monthly payments.

### Staff-Recommended Motion:

*“I move that the Board of County Commissioners authorize the Director of Public Safety to execute the FY2023 Agreement with Motorola Solutions and approve payment of the resulting bills, as proposed.”*

### Attendees:

Scott R. Campbell, Director, Dept. of Public Safety

# Department of Public Safety

## Briefing Paper

June 23, 2022

Open Session

### Issue:

Annual “Maintenance, Support & Upkeep Agreement” with Motorola Solutions for the NICE data logging/recording applications.

### Discussion / Decision:

Discussion / Decision

### Background:

In prior years, data logging/recording applications were included in the multiple items covered by an inclusive annual agreement with Motorola Solutions. In anticipation of changing to a new logging/recording solution during FY23, this coverage was removed from the broader agreement and established as a separate, stand-alone agreement. This change was made at no additional cost to the County and will greatly facilitate the anticipated transition to a new logging / recording solution. The full cost of the proposed Agreement (\$90,982.80) is included in the Approved FY2023 Budget; no additional monies are needed to proceed. As with the broader, multi-application agreement, executing the proposed Agreement at this time will ensure a seamless, uninterrupted transition to the new fiscal year. All costs associated with the proposed Agreement will be borne by the FY2023 budget. At this time, I respectfully request authorization to execute the Proposed Agreement, as presented.

### Action:

Please authorize the Director of Public Safety to execute the Proposed Agreement with Motorola Solutions, as presented, to include approving the resulting monthly payments.

### Staff-Recommended Motion:

*“I move that the Board of County Commissioners authorize the Director of Public Safety to execute the proposed Agreement with Motorola Solutions and approve payment of the resulting bills, as proposed.”*

### Attendees:

Scott R. Campbell, Director, Dept. of Public Safety

# Department of Public Safety

## Briefing Paper

June 23, 2022

Open Session

### Issue:

Annual “Maintenance, Support & Upkeep Agreement” for the Central Maryland Area Regional Communications (CMARC) radio system.

### Discussion / Decision:

Discussion / Decision

### Background:

On June 15, 2006, Carroll County entered into an agreement to contribute annually towards the cost of the support, maintenance, & upkeep of the CMARC regional radio system. The cost of this annual contribution for FY2023 (\$65,000 / no increase) is the same for each member jurisdiction of CMARC. This expense was anticipated, thus full funding is included in the County’s Approved Budget for FY2023. I respectfully request Board of County Commissioner authorization to execute the referenced agreement and approve the proposed payment.

### Action:

Please authorize the Director of Public Safety to execute the FY2023 Maintenance, Support, & Upkeep Agreement with Motorola Solutions for the CMARC regional radio system, to include approving payment of the resulting invoice.

### Staff-Recommended Motion:

*“I move that the Board of County Commissioners authorize the Director of Public Safety to execute the referenced FY2023 Agreement with Motorola Solutions and approve payment of the resulting invoice, as proposed.”*

### Attendees:

Scott R. Campbell, Director, Dept. of Public Safety

# Department of Public Safety

## Briefing Paper

June 23, 2022

Open Session

### Issue:

Annual “Maintenance, Support & Upkeep Agreement” with Motorola Solutions for the Westminster Police Department.

### Discussion / Decision:

Discussion / Decision

### Background:

Since the County first transitioned to its current radio communications system (“go-live” date of May 20, 2015), the Westminster Police Department has fully funded the cost to cover its enhanced radio capabilities at the same level the County covers its assets. This is accomplished by executing a separate agreement with Motorola Solutions, the full cost of which the City of Westminster funds; the City pays the County the full annual cost of their agreement prior to the beginning of the covered period, and the County uses these funds to make 12 monthly installments on the City’s behalf. In prior years, the cost of this separate agreement was below the maximum that, as a Director, I had the delegated authority to execute/approve. However, for the first time, the cost (\$28,808.49) of the WPD annual agreement for FY2023 exceeds my delegated authority, requiring Board of County Commissioner approval to proceed. At this time, I respectfully request the Board authorize me to execute the Proposed Agreement, as presented.

### Action:

Please authorize the Director of Public Safety to execute the Proposed Agreement with Motorola Solutions, as presented.

### Staff-Recommended Motion:

*“I move that the Board of County Commissioners authorize the Director of Public Safety to execute the proposed Agreement with Motorola Solutions, as presented.”*

### Attendees:

Scott R. Campbell, Director, Dept. of Public Safety