Notice of Commissioner Meetings & Agenda for the Week of September 5, 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 ~ September 5, 2022

*County Offices Closed in Observance of Labor Day*

Tuesday ~ September 6, 2022

8:00 a.m.  Sykesville-South Carroll Rotary Club Breakfast  
Stratosphere Social, Eldersburg  
Commissioner Rothstein

Wednesday ~ September 7, 2022

2:00 p.m.  Opioid Sr Policy/BHAC  
Virtual  
Commissioner Frazier

6:00 p.m.  Board of Education Work Session – Southern Area Redistricting  
Board of Education Board Room  
Commissioner Rothstein
Thursday – September 8, 2022

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
FY 22 Operating Budget Adjustment 22-01 For Carroll County Public Schools
Board of Education – Ms. Cynthia McCabe

Item 2
Public comment on this item
Acceptance FY23 Police Accountability, Community and Transparency Grant (PACT)
Sheriff’s Office – Sheriff Jim DeWees

Item 3
Public comment on this item
Purchase of Lamp Posts
Department of Public Works – Mr. Bryan Bokey

Item 4
Public comment on this item
Culvert Repairs
Department of Public Works – Mr. Bryan Bokey

Item 5
Public comment on this item
Approval for Fee Simple Purchase of 2.7541 Acres of Land North of Indian Valley Trail and West of Pinch Valley Road
Department of Public Works – Mr. Bryan Bokey

Item 6
Public comment on this item
Loan Request from Taneytown Volunteer Fire Company
Department of the Comptroller – Ms. Jenny Hobbs

Item 7
Public comment on this item
Loan Request from Lineboro Volunteer Fire Company
Department of the Comptroller – Ms. Jenny Hobbs

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

Closed Land Acquisition

2:00 p.m. Tour of Charles Carroll
Westminster, MD
Commissioners Bouchat, Frazier, Rothstein, Wantz and Weaver

Friday ~ September 9, 2022

Saturday ~ September 10, 2022

10:00 a.m. Walk for Suicide Awareness
Krimgold Park, Woodbine, MD
Commissioner Frazier

Sunday ~ September 11, 2022

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

8:30 a.m. 9/11 Ceremony w/CCVESAA
Public Training Center, Westminster
Commissioners Bouchat, Frazier, Rothstein, Wantz and 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.
Issue: FY 22 Operating Budget Adjustment 22-01 for Carroll County Public Schools

Background:

- State law stipulates that County Commissioners or County Councils approve the budget of their school system both in total and by category. Any transfers made between categories or increases or decreases in the total budget after the adoption of the school budget must be approved by the County Commissioners or County Councils.

- Carroll County Public Schools Fiscal Year 2022 Operating Budget Adjustment 22-01 was approved by the Board of Education on August 31, 2022. Approval is now requested from the Board of County Commissioners. Details of the budget adjustment are attached.

Desired Action: Approval of the Budget Adjustment

Staff Recommended Motion:
“I move that the Board of Commissioners approve Operating Budget Adjustment 22-01 for the Board of Education FY 22 Operating Fund Budget.”

Attendees:
Jon O’Neal, Chief Operating Officer, CCPS
Ted Zaleski, Director, Management and Budget
**Issue:** Acceptance FY23 Police Accountability, Community and Transparency Grant (PACT)

**Discussion / Decision**

**Background:** The Carroll County Sheriff’s Office was awarded a FY23 Police Accountability, Community and Transparency Grant (PACT) to assist with the implement the requirements of Maryland House Bill 670 which requires the establishment of additional accountability and discipline processes for law enforcement. Support for body worn cameras was also an eligible expense.

The Sheriff’s Office received their entire request.

- Software: Public Portal/Internal Tracking of investigations and complaints.
- Software: Public Information Act Tracking in anticipation of a surge in requests once body cameras are operational.
- Hardware: Network management devices and antennas to support body worn camera uploads.

**Budget**

(7/1/22 – 6/30/23)

<table>
<thead>
<tr>
<th>Funding Source: Category</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>State PACT Grant: Software*</td>
<td>$45,000</td>
</tr>
<tr>
<td>State PACT Grant: Hardware</td>
<td>$153,900</td>
</tr>
<tr>
<td>County Match</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Program</strong></td>
<td><strong>$198,900</strong></td>
</tr>
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* Software costs are supported for one year through the grant.

**Staff Recommended Motion:**

I move the Board of County Commissioners accept the FY23 Police Accountability, Community and Transparency Grant.

**Attendees:**

Vicky McDonold, Carroll County Sheriff’s Office
Debby Standiford, Grants Office
DATE:   September 8, 2022
TO:  The Carroll County Board of Commissioners
RE:  Purchase of Lamp Posts

EXECUTIVE SUMMARY:

The Office of Procurement, in cooperation with the Bureau of Facilities requests your approval
to award the purchase of eight (8) exterior Lamps and Posts to C. N. Robinson LTG. Supply
Company in the amount of $29,334.00. These units will be installed at the Carroll County Courthouse Annex. C.N. Robinson was awarded a competitively bid contract #B-1467 by Baltimore County Government.

This amount is approved in the FY23 budget, and no additional funds should be required.

Background:
We are here today for your approval to purchase new site lighting for the Courthouse Annex. The current site lighting is 25 years old and nearing the end of its lifespan. The conversion to LED from incandescent will provide longer lifespan of the lighting fixtures and reduce energy usage by roughly 75 percent than incandescent lamps. It also provides a higher lumen output which will improve safety and security at the site. The existing poles are in poor condition and will also be replaced with powder coated units to ensure long term low maintenance. The installation will be completed by Facilities staff.

Staff Recommended Motion:
I move that the Board of Commissioners approve the purchase eight (8) Lamp Posts for the Carroll County Courthouse Annex to C.N. Robinson in the amount of $29,334.00.
DATE: September 8, 2022
TO: The Carroll County Board of Commissioners
RE: Culvert Repairs

EXECUTIVE SUMMARY:

The Office of Procurement in cooperation with the Bureau of Roads Operations requests your approval to use an existing term contract with Proshot Concrete, Inc. to make multiple culvert repairs (6 pipes within 3 locations) on Stover Road in Taneytown at a cost of $54,780.00.

This amount is within the approved budget and no additional funds should be necessary.

Background: The Department of Public Works (DPW) has evaluated the Corrugated Metal Pipes (CMP) at 3 locations and determined they are severely deteriorated and in poor operating condition leading to depression in the roadway.

Maryland Department of the Environment (MDE) permits are required for these locations; they have been submitted but not yet approved. This road will remain open to through traffic during the work activity. The estimated time to complete the work is 6 days.

The quote submitted by Proshot Concrete, Inc. is $54,780.00. Proshot Concrete, Inc. has a term contract, which was competitively bid and awarded, in place with the County and funding for this work is available.

STAFF RECOMMENDED MOTION:
I move that the Board of Commissioners approve the culvert repairs on Stover Road to Proshot Concrete, Inc. in the amount of $54,780.00.
Department of Public Works
Carroll County Regional Airport
Briefing Paper
September 8, 2022

Issue:
Request Approval to for Fee Simple purchase of 2.7541 acres of land north of Indian Valley Trail and west of Pinch Valley Road.

Background:
The Department of Public Works has negotiated to purchase a portion of that tract or parcel of land in the 7th Election District of Carroll County, Maryland, situate north of Indian Valley Trail and west of Pinch Valley Road. Westminster, Maryland, 21158, Map 30, Parcel 276 containing 2.7541 acres of land to be purchased Fee Simple for One Hundred Twenty-Seven Thousand Dollars and Zero Cents ($127,000.00). The land is being purchased in connection with the Carroll County Airport Runway Safety Improvement Project.

Action:
Discussion/Decision

Staff Recommended Motion:
I move that the Board of County Commissioners approve the purchase of land north of Indian Valley Trail and west of Pinch Valley Road for $127,000.00

Attendees:
Eric Burdine, Deputy Director of Public Works
Mark Myers, Bureau Chief, Carroll County Regional Airport
Issue: Briefing/Discussion/Possible Decision – Loan request from Taneytown Volunteer Fire Company No. 1 and adoption of resolution declaring intent to reimburse expenditures with debt proceeds.

Background: We have received an application from Taneytown Volunteer Fire Company No. 1 to borrow money from the County through the low-interest loan program. They have requested to borrow $400,000 to be used for a new Seagrave Engine/Tanker. The term of the loan will be 7 years and the County will hold a mortgage lien on the property. Taneytown Volunteer Fire Company No. 1 does not currently have any outstanding County loans.

Requested Action: I am requesting the Board consider approval of the loan request. Approval will allow the fire company to proceed with the purchase of a new Seagrave Engine/Tanker.

Additionally, I am requesting the Board adopt the resolution declaring the County’s official intent to reimburse expenditures with the debt proceeds. This resolution is to enable the fire company and the County to expend funds with the intention to reimburse with future bond proceeds in an amount of $400,000 subject to the requirements of tax-exempt debt issuance.

The County Attorney’s Office has reviewed the resolution for legal sufficiency. The Department of Fire & EMS are aware of this request.

Representatives from the Taneytown Volunteer Fire Company No. 1 have been invited to attend. I’ll be available to answer any questions the Board may have on this request.

Staff Recommended Motion: I move the Board of Commissioners approve the loan request of $400,000 by the Taneytown Volunteer Fire Company No. 1 and adoption of the resolution declaring the County’s intent to reimburse expenditures with debt proceeds.

Attendees: Jennifer Hobbs, Comptroller
Michael Robinson, Director of Fire and EMS

Resolution #________
Issue: Briefing/Discussion/Possible Decision – Loan request from Lineboro Volunteer Fire Department and adoption of resolution declaring intent to reimburse expenditures with debt proceeds.

Background: We have received an application from Lineboro Volunteer Fire Department to borrow money from the County through the low-interest loan program. They have requested to borrow $350,000 to be used for a new Ambulance. The term of the loan will be 7 years and the County will hold a mortgage lien on the property. Lineboro Volunteer Fire Department has three outstanding County loans totaling $1,492,112, and they are current on payments.

Requested Action: I am requesting the Board consider approval of the loan request. Approval will allow the fire company to proceed with the purchase of a new ambulance. Additionally, I am requesting the Board adopt the resolution declaring the County’s official intent to reimburse expenditures with the debt proceeds. This resolution is to enable the fire company and the County to expend funds with the intention to reimburse with future bond proceeds in an amount of $350,000 subject to the requirements of tax-exempt debt issuance.

The County Attorney’s Office has reviewed the resolution for legal sufficiency. The Department of Fire & EMS are aware of this request.

Representatives from the Lineboro Volunteer Fire Department have been invited to attend. I’ll be available to answer any questions the Board may have on this request.

Staff Recommended Motion: I move the Board of Commissioners approve the loan request of $350,000 by the Lineboro Volunteer Fire Department and adoption of the resolution declaring the County’s intent to reimburse expenditures with debt proceeds.

Attendees: Jennifer Hobbs, Comptroller
Michael Robinson, Director of Fire and EMS

Resolution #________