

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

225 North Center Street
Westminster, Maryland 21157
410-386-2043; 1-888-302-8978
fax 410-386-2485
MD Relay 711/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of April 28, 2025

- 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 ~ April 28, 2025

*6:00 p.m. Taste of Carroll to Support BridgingLife
Stratosphere Social, Sykesville
Commissioners Gordon, Kiler and Rothstein*

Tuesday ~ April 29, 2025

*7:00 p.m. DFEMS 1st Annual Awards Event
Flood Zone, Union Bridge
Commissioners Gordon, Guerin, Kiler, Rothstein and Vigliotti*

Wednesday ~ April 30, 2025

*5:15 p.m. Freedom District Lions Club – Veterans Appreciation Dinner
American Legion Sykesville Memorial Post 223, Sykesville
Commissioner Rothstein*

*6:00 p.m. Solar Hearing (2nd/In Person) Case No. 9752
Chaberton Solar – Beartooth/1410 Old Westminster Road
Exploration Commons, Westminster
Commissioner Kiler*

Thursday ~ May 1, 2025

*7:00 a.m. Annual Sheriff's Prayer Breakfast
Pleasant Valley Community Fire Company Inc., Westminster
Commissioners Gordon, Guerin, Kiler, Rothstein and Vigliotti*

Thursday ~ May 1, 2025 (continued)

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

Item 1

Priority Carroll

Item 2

Public comment on this item

[Grant - Approval to Submit Applications and Acceptance of Awards – FY2026
Area Plan and Individual Grant for the Bureau of Aging & Disabilities \(BoAD\)](#)

Department of Citizen Services – Ms. Celene Steckel

Item 3

Public comment on this item

[Briefing/Discussion/Decision – Change to Ordinance – Renewable Energy
Certainty Act](#)

Department of Planning and Land Management – Mr. Christopher Heyn

Item 4

Public comment on this item

[Contract Award – Mowing and Tree Shelter Maintenance Services](#)

Department of Planning and Land Management – Mr. Christopher Heyn

Item 5

Public comment on this item

[Approval to Purchase – Traffic Signs and Barricades](#)

Department of Public Works – Mr. Bryan Bokey

Item 6

Public comment on this item

[Approval to Purchase – One \(1\) Kohler Diesel Generator](#)

Department of Public Works – Mr. Bryan Bokey

Item 7

Public comment on this item

[Contract Award – Fire Department Equipment Testing](#)

Department of Fire & EMS – Mr. Michael Robinson

Public Comment – Anyone planning to make public comment may do so in person or virtually. Those wishing to attend virtually should call +1 (301) 715-8592 and Access Code 810-0463-8147 to join the meeting.

Administrative Session ~ Open

*6:00 p.m. Citizens Planning Academy – Master Plan 2025
Westminster Senior & Community Center, Westminster
Commissioner Guerin, Kiler and Rothstein*

Friday ~ May 2, 2025

Saturday ~ May 3, 2025

Sunday ~ May 4, 2025

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

*10:00 a.m. Wreath Laying Ceremony – Maryland National Guard Fallen Warrior Memorial
Camp Fretterd Military Reservation, Reisterstown, Maryland
Commissioners Kiler and Rothstein*

*12:00 p.m. Veterans Celebration
Carroll County Farm Museum, Westminster
Commissioners Gordon, Kiler, Rothstein and Vigliotti*

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.

**Department of Citizen Services
Bureau of Aging & Disabilities
Briefing Paper
May 1, 2025
Open Session**

Issue: Grant - Approval to submit applications and acceptance of awards - FY2026 Area Plan and Individual Grant for the Bureau of Aging & Disabilities (BoAD)

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 FY26 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 FY26 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 age 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 2024 U. S. Census American Community Survey reports Carroll's Veteran count at 10,166.

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 29 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,
- Dementia Navigation
- Advocacy, Support and Protection
- Case Management, Referrals and Supports
- Medicare Education and Enrollment
- Veteran Services
- Disability Programming and Services

FY26 Formula Grant Overview								
Service	Grant Program	# Served Annually	Wait List Y or N	Funding Source			FY26 Estimated Grant Funding	FY26 Estimated County Funding
				Federal	State	Private		
Meals and Nutrition	Congregate Meals (IIIC1)*	1600	N	X			\$198,022.00	\$ -
	Home Delivered (IIIC2)*	120	N	X			\$135,043.00	\$ -
	State Nutrition	N/A	N		X		\$42,447.00	\$ -
	Nutritional Services	1600	N	X			\$26,693.00	\$ -
Community Services, Information/ Assistance	Community Services (IIIB)	N/A	N	X			\$138,264.00	\$39,800.00
	Health Promotion (IIID)*	100	N	X			\$9,743.00	\$ -
	Senior Center Ops	150	N		X		\$12,500.00	\$ -
	Senior Centers/ Admin	5000	N				\$ -	\$1,281,990.00
	Koon's Toyota Donation*	200	N			X	\$5,000.00	\$ -

Advocacy, Support and Protection	Ombudsman (VII2)	3075	N	X			\$13,587.00	\$47,970.00
	Ombudsman (IIIB)		N	X			\$48,782.00	\$
	State Ombudsman		N		X		\$38,669.00	\$1,720.00
	State Guardianship*	25	N		X		\$25,538.00	\$57,940.00
	Elder Abuse (VII3)	65	N	X			\$2,586.00	\$ -
	Caregiver Support (III E)*	954	N	X			\$68,817.00	\$ -
	VEPI	N/A	N		X		\$10,343.00	\$ -
Case Management, Referrals, and Supports	Senior Care	50 30	Y -5		X		\$250,000.00	\$ -
	Senior Asst. Living Subsidies Program	17	Y (10)		X		\$237,000.00	\$ -
	Case Management and Support Services**	195	N 0	X			\$304,000	\$118,890.00
	Federal Financial Participation**	N/A	N	X			\$120,000.00	\$ -
	MAP Information and Assistance	1095	N		X		\$126,145.00	\$52,120.00
	Dementia Navigation	100	N		X		\$57,874.00	\$ -
	Level 1 Screen	329	N		X		\$15,000.00	\$ -
	MIPPA	2800	N	X			\$8,808.00	\$ -

Medicare Education/ Enrollment								
	Senior Medicare Patrol		N	X			\$11,307.00	\$ -
	State Health Insurance		N		X		\$16,534.00	\$58,500.00
Veterans	Veterans Services	800	N			X	\$ -	\$110,000.00
Veterans	Kahlert Grant	75	N			X	\$100,000.00	—
Disabilities	Senior Inclusion**	28	N		X		\$800,000.00	\$ -
Estimated Funding Totals							\$2,822,702	\$1,768,930

* Program Income is additional funding source

** Fee for Service Programs

Staff-Recommended Motion: I move that the Board of Commissioners approve the submission of the FY26 Area Plan and Individual Grant Applications for the Bureau of Aging and Disabilities and accept the FY26 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

Department of Planning & Land Management
Briefing Paper
May 1, 2025
Open Session

Issue:

Briefing/Discussion/Decision – Change to Ordinance – Renewable Energy Certainty Act

Background:

The Renewable Energy Certainty Act was passed by the Maryland General Assembly and is anticipated to be signed into law by Governor Moore. The bill addresses topics related to energy generation and storage, including Solar Energy Generating Systems and Energy Storage Devices. As written, the bill will be effective July 1, 2025.

Staff will provide an overview of the new state legislation and the implications to County zoning code. Staff will be seeking approval to engage the Planning and Zoning Commission to develop text amendments that will bring County zoning code into compliance with the new state regulations.

Action:

I move the Board of County Commissioners refer proposed changes related to solar energy generation and energy storage to the Planning and Zoning Commission for discussion and recommendation of changes to Chapter 158 of the County code.

Attendees:

Christopher Heyn, Director, Department of Planning & Land Management
Brenda Dinne, Special Projects Coordinator, Planning and Land Management

DATE: May 1, 2025

TO: The Carroll County Board of Commissioners

RE: Contract Award – Mowing and Tree Shelter Maintenance Services

EXECUTIVE SUMMARY:

The Office of Procurement, in cooperation with the Bureau of Resource Management, requests your approval to award a contract with Quality Outdoor Maintenance to provide mowing and tree shelter maintenance services in the amount not to exceed \$71,200.00. This is a one-year contract, with a second-year renewal option available pending fiscal availability and satisfactory performance. The first-year total is \$35,600.00. This year's amount is approved in the FY'25 budget.

Background:

This contract will provide the mowing and maintenance for approximately 53 acres of existing tree plantings across 7 sites throughout the County. These plantings provide restoration crediting that is required by the County's NPDES MS4 permit.

Staff Recommended Motion:

I move the Board of Commissioners award a contract to Quality Outdoor Maintenance to provide mowing and tree shelter maintenance services in the amount not to exceed \$71,200.00.

DATE: May 1, 2025

TO: The Carroll County Board of Commissioners

RE: Approval to Purchase – Traffic Signs & Barricades

Executive Summary:

The Office of Procurement, in cooperation with the Bureau of Engineering, requests your approval to purchase traffic signs and barricades from Sunrise Safety Services, Inc. in the amount of \$29,369.00. This amount is approved in the FY 25 adopted budget.

Background:

After a recent inspection of the Upper Beckleysville Road structure it was determined by the inspecting engineer that the structure needed to be closed to all traffic. As part of the emergency closure county staff placed temporary barricades and signing to alert motorists of the closure and of the appropriate detour. Sunrise Safety Services will provide and install all the necessary signing and barricades for the approved detour for the duration of the closure.

Staff Recommended Motion:

I move the Board of Commissioners approve the purchase of traffic signs and barricades from Sunrise Safety Services, Inc. in the amount of \$29,369.00.

DATE: May 1, 2025

TO: The Carroll County Board of Commissioners

RE: Approval to Purchase – One (1) Kohler Diesel Generator

EXECUTIVE SUMMARY:

The Office of Procurement, in cooperation with the Bureau of Facilities, requests your approval to award the purchase and installation of one (1) 37KW Kohler Diesel Generator and transfer switch. This is a turnkey project for Fidelity Power Systems in the amount of \$89,965.61. This unit will be installed at the Harvey Gummel Tower on Harvey Gummel Road in Hampstead (Voting District 2). Kohler Power Systems was awarded a competitively bid contract#120617 through Sourcewell (Cooperative Purchasing Consortium), for which Fidelity is an authorized dealer.

This amount is approved in the FY25 budget.

Background: Harvey Gummel tower site plays an essential role in our communications infrastructure throughout the county. Due to the critical nature of county operations, it's important that the generator replacement schedule be followed. This replacement falls within the county's comprehensive overall generator replacement program, ensuring reliability and efficiency.

Staff Recommended Motion:

I move the Board of Commissioners approve the purchase and installation of one (1) Kohler Diesel Generator for the Harvey Gummel Tower to Fidelity Power Systems in the amount of \$89,965.61.

DATE: May 1, 2025

TO: The Carroll County Board of Commissioners

RE: Contract Award – Fire Department Equipment Testing

EXECUTIVE SUMMARY:

The Office of Procurement, in cooperation with the Department of Fire & EMS, requests your approval to award a contract for fire department equipment testing to IIA Fire Department Testing in the amount of \$85,423.00. This purchase will be made via Frederick County, VA Contract # IFB-2025-FR_1 that was competitively bid. This amount is approved in the FY25 budget.

Background:

Fire hose, pumps and ladders at the 14 fire companies need to be tested annually to comply with National Fire Protection Agency (NFPA) standards and to maintain the safety of the individuals using the equipment. There is about 145,000 feet of fire hose in the county that needs to be tested to remain in compliance with NFPA 1962. Also, Carroll County has 42 fire apparatus requiring pump testing. NFPA 1911 is the standard for fire pump performance standards. In addition, DFEMS and its companies conduct ground ladder and ladder truck testing as required by NFPA 1932. The testing includes 167 ground ladders and 6 aerial ladders. The testing will be conducted by Industrial Inspection & Analysis (IIA) who we have used previously with success.

Staff Recommended Motion:

I move the Board of Commissioners approve the contract for fire department equipment testing at IIA Fire Department Testing in the amount of \$85,423.00.