

## Board of County Commissioners

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



## Carroll County Government

225 North Center Street  
Westminster, Maryland 21157  
410-386-2043; 1-888-302-8978  
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### **Notice of Commissioner Meetings & Agenda for the Week of May 22, 2023**

- 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 22, 2023**

#### **Tuesday ~ May 23, 2023**

*5:00 p.m. Career and Tech Center Graduation  
Career and Tech Building  
Commissioner Gordon*

#### **Wednesday ~ May 24, 2023**

*2:00 p.m. Carroll Community College Reception  
McDaniel College, Gill Center, Westminster  
Commissioners Gordon, Kiler and Rothstein*

*3:00 p.m. Carroll Community College Graduation  
McDaniel College, Gill Center, Westminster  
Commissioners Gordon, Kiler and Rothstein*

*7:00 p.m. Career and Tech Center Graduation  
Career and Tech Building  
Commissioner Gordon*

**Thursday ~ May 25, 2023**

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

*Priority Carroll*

**Item 1**

[Hearing on Assessment of Special Tax Against Property for Abatement of Nuisance](#)

Department of Public Works – Mr. Bryan Bokey  
County Attorney’s Office – Mr. Tim Burke

**Item 2**

Public comment on this item  
Board of Health  
Board of County Commissioners

**Item 3**

Public comment on this item  
[2023 Triennial Update to the Carroll County Water and Sewer Master Plan](#)  
Department of Planning – Ms. Lynda Eisenberg

**Item 4**

Public comment on this item  
FY24 Budget Adoption  
Department of Management and Budget – Mr. Ted Zaleski

**Item 5**

Public comment on this item  
[Purchase of Two \(2\) Simulation Manikins](#)  
Department of Fire & EMS – Mr. Mike Robinson

**Item 6**

Public comment on this item  
[Purchase of One \(1\) T-480 Kenworth w/Amthor 3900-Gallon Alum Vacuum Tank Hydraulic Pump Drive](#)  
Department of Public Works – Mr. Bryan Bokey

**Item 7**

Public comment on this item  
[Purchase of One \(1\) T-880 Roll Off Truck](#)  
Department of Public Works – Mr. Bryan Bokey

**Item 8**

Public comment on this item

[Upfitting of \(4\) Fire/EMS Vehicles](#)

Department of Public Works – Mr. Bryan Bokey

**Item 9**

Public comment on this item

[Pipe Reline – Valley Vista Court & Center Street](#)

Department of Public Works – Mr. Bryan Bokey

**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

*4:30 p.m. Greater Baltimore Committee  
Baltimore Peninsula, Baltimore, MD  
Commissioner Rothstein*

**Friday ~ May 26, 2023**

**Saturday ~ May 27, 2023**

**Sunday ~ May 28, 2023**

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.

**Department of the County Attorney**

**Briefing Paper**

**Open Session – Thursday, May 25, 2023**

**Issue:**

Hearing on assessment of special tax against property for abatement of nuisance

**Background:**

On August 5, 2022, the Department of Public Works (“DPW”) received a complaint of trash and debris at the property located at 217 Kirkoff Road, Westminster, Maryland 21158, (“the Property”) owned by Mr. Robert McDonough. On August 8, 2022, DPW inspector Craig Hahn inspected the Property and discovered excessive trash and debris on the property that was covered by tarps.

On August 9, 2022, DPW sent a letter to Mr. McDonough stating that DPW had determined there was a nuisance on the property arising from excessive trash and debris which constituted a public health or safety menace. The letter warned the property owner must abate the nuisance within 20 days of the letter and if he failed to do so the County would remove the nuisance, the cost of which would be assessed against the property as a special tax lien.

The Property was re-inspected on August 29, 2022, and the nuisance was not abated. The Property was sent to bid for clean up on September 20, 2022, to preapproved term contractors. The County received one bid from P2 Cleaning Services, LLC for \$1,008.00. The contract was awarded to P2 Cleaning Services, LLC on September 26, 2022, and the nuisance was abated on September 30, 2022.

**Action:**

Hear and decide the appeal of Robert McDonough for the special tax assessment against his property for the abatement of a nuisance. The record of the proceedings before the Department of Public Works is attached.

**Possible motions:**

I move the Board of County Commissioners sustain the assessment of \$1,008.00 for the abatement of the nuisance at 217 Kirkoff Road.

Or

I move the Board of County Commissioners overrule the assessment.

**Attendees:**

Representatives from the Department of Public Works and property owner Robert McDonough.

# Department of Planning

## Briefing Paper

May 25, 2023

### Open Session

**Issue:**

2023 Triennial Update to the Carroll County 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 Carroll County Water & Sewer Master Plan is required by the State of Maryland to be updated every three years. The plan examines the current water and sewer facilities throughout the county, including all eight municipalities. It also identifies future capital improvement projects to enhance the multiple systems around the county and ensure adequate public services to its citizens.

The Planning Department has worked diligently to finalize the Triennial Update of the Carroll County Water and Sewer Master Plan. Staff has received letters, from all eight Municipal Planning Commissions, certifying that this plan is consistent with their Master Plans. Staff has ensured that all Amendments to the 2019 Water & Sewer Master Plan were incorporated into the Triennial Update.

The purpose of this presentation is to brief the BCC on the nature of the 2023 Triennial Update and request a public hearing. The purpose of the hearing is to accept public comment regarding the 2023 Triennial Update to the Carroll County Water and Sewer Master Plan.

**Staff Recommended Motion:**

*I move the Board of County Commissioners proceed with a Public Hearing for the 2023 Triennial Update to the Carroll County Water and Sewer Master Plan*

**Attendees:**

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

DATE: May 25, 2023

TO: The Carroll County Board of Commissioners

RE: Purchase of Two (2) Simulation Manikins

**Executive Summary:**

The Office of Procurement, in cooperation with the Department of Fire and EMS requests your approval to purchase two (2) Simulation Manikins (Ares Pediatric (7-year-old) and Luna Neonatal (Infant) from CAE Healthcare in the amount of \$71,392.00. CAE Healthcare is the sole source manufacturer of the tether less CAE Ares AR Emergency Care Manikin and the tether less Luna Infant Simulator.

This amount is within the FY23 budget, and no additional funds should be necessary.

**Background:**

These tether less manikins will allow Fire and EMS to train in real life scenarios that our clinicians will see during their care of citizens of Carroll County. These manikins will allow us to develop and administer an in-house recertification process to ensure our paramedics and EMT's have the most up to date information and will allow them to practice these new skills. These Manikins are also upgradable and will allow us to purchase upgrades in coming years. These manikins will allow our clinicians to practice life saving skills in a training setting and this will allow them to refine those skills with our Medical Director prior to having to use in real life. These manikins will also allow Carroll County Fire and EMS to begin training in more advanced skills for our paramedics.

**Staff Recommended Motion:**

I move the Board of Commissioners award the purchase of two (2) Simulation Manikins from CAE Healthcare in the amount of \$71,392.00.

DATE: May 25, 2023

TO: The Carroll County Board of Commissioners

RE: Purchase of One (1) T-480 Kenworth w/Amthor 3900-gallon Alum Vacuum Tank Hydraulic Pump Drive.

**Executive Summary:**

The Office of Procurement, in cooperation with the Bureau of Fleet Management requests your approval to award the purchase of one (1) T-480 Kenworth w/Amthor 3900-gallon Vacuum Tank Hydraulic Pump Drive from All Roads Trucks, LLC in the amount of \$249,481.00. Kenworth Truck Company was awarded a competitively bid contract #060920-KTC through Sourcewell (Cooperative Purchasing Consortium) for whom All Roads Trucks, LLC is an authorized dealer.

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

**Background:**

The requested vehicle is a fixed vacuum tank truck that will serve as a replacement unit for the Bureau of Solid Waste and the Northern Landfill. It will perform the primary function of collecting, transporting, and disposing leachate from the facility.

**Staff Recommended Motion:**

I move that the Board of Commissioners award the purchase of one (1) T-480 Kenworth w/Amthor 3900-gallon Alum Vacuum Tank Hydraulic Pump Drive from All Roads Trucks in the amount of \$249,481.00.

DATE: May 25, 2023

TO: The Carroll County Board of Commissioners

RE: Purchase of One (1) T-880 Roll Off Truck

**Executive Summary:**

The Office of Procurement, in cooperation with the Bureau of Fleet Management requests your approval to award the purchase of one (1) T-880 Roll Off Truck from All Roads Trucks, LLC in the amount of \$302,935.00 Kenworth Truck Company was awarded a competitively bid contract #060920-KTC through Sourcewell (Cooperative Purchasing Consortium) for whom All Roads Trucks, LLC is an authorized dealer.

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

**Background:**

The requested vehicle is a roll-off/hooklift truck that will serve as a replacement unit for the Bureau of Solid Waste and the Northern Landfill. It will be able to accommodate a vacuum tank, dumpster body, and other various body platforms for use at the facility.

**Staff Recommended Motion:**

I move that the Board of Commissioners award the purchase of one (1) T-880 Roll Off Truck from All Roads Trucks in the amount of \$302,935.00.



DATE: May 25, 2023  
TO: The Carroll County Board of Commissioners  
RE: Upfitting of (4) Fire/EMS Vehicles

**EXECUTIVE SUMMARY:**

The Office of Procurement in cooperation with Fleet Management requests your approval to use term contractor Fesco Emergency Sales to complete the upfitting of four (4) Fire/EMS department vehicles. The amount of \$142,382.20 includes all parts, labor, installation, and delivery. This purchase is being made through a Howard County Contract # 4400004563 that was competitively bid.

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

**Background:**

The four (4) Chevy Tahoes ordered in October 2022 for the Department of Fire/EMS are scheduled to be built in August 2023. Upfitting for these vehicles consists of lighting, sirens, graphics, safety equipment, and cabinetry. These units will be used by Shift Commanders and as EMS chase vehicles.

**Staff Recommended Motion:**

I move the Board of Commissioners approve the use of term contractor Fesco Emergency Sales to complete the upfitting of four (4) Fire/EMS department vehicles in the amount of \$142,382.20.

DATE: May 25, 2023  
TO: The Carroll County Board of Commissioners  
RE: Pipe Reline – Valley Vista Court & Center Street

**EXECUTIVE SUMMARY:**

The Office of Procurement in cooperation with the Bureau of Roads Operations requests your approval to award Pleasants Construction, Inc. an existing term contractor, to perform a pipe reline on 4221 & 4229 Valley Vista Court, in Manchester and Center Street near the Farm Museum in Westminster in the amount of \$27,143.82. Carroll County will be piggybacking Harford County Contract #22-148.

This amount is within the FY23 budget, and no additional funds should be necessary.

**BACKGROUND:**

These pipes are part of the County's storm water drainage system and are in need of repair. They each have open voids in the bottom which is causing erosion around the pipe leading to road failures. The Department of Public Works (DPW) would like to repair these pipes using a cured-in-place fiberglass liner process rather than the traditional replacement approach.

All roads will remain open to traffic during construction activity and proper traffic control measures will be utilized. The estimated time to complete each individual project is 3 working days.

Pleasants Construction, Inc. has a term contract, which was competitively bid and awarded, in place with the County.

**STAFF RECOMMENDED MOTION:**

I move the Board of Commissioners approve the pipe reline work to Pleasants Construction, Inc. in the amount of \$27,143.82.