

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

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Notice of Commissioner Meetings & Agenda for the Week of May 13, 2024

- 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 13, 2024

- 8:00 a.m. *Public Safety Awards
Pleasant Valley Firemen's Building, Westminster
Commissioners Kiler and Rothstein*
- 3:00 p.m. *Transit Advisory Council
County Office Building, Room 105
Commissioner Kiler*
- 6:30 p.m. *Westminster Future Farmers of America (FFA) Chapter Banquet
Carroll County Farm Museum, Westminster
Commissioners Kiler, Rothstein and Vigliotti*

Tuesday ~ May 14, 2024

- 1:00 p.m. **Board of County Commissioners Open Session**
County Office Building, Reagan Room 003

Item 1

FY25 Adopted Budget Work Session
Department of Management and Budget – Mr. Ted Zaleski

- 7:00 p.m. *9th Annual Drug and Overdose Prevention Vigil
The Portico at St. John, Westminster
Commissioners Gordon, Kiler and Rothstein*

Wednesday ~ May 15, 2024

- 2:00 p.m. *Proclamation to Partnership for Healthier Carroll County 25th Anniversary
Westminster Riding Club, Westminster
Commissioners Kiler and Rothstein*
- 5:00 p.m. *Carroll Community College (CCC) Board of Trustees' Meeting
CCC, Great Hall, Westminster
Commissioner Kiler*
- 7:00 p.m. *Emergency Services Advisory Council (ESAC) Meeting
Carroll County Public Safety Training Center, Westminster
Commissioner Guerin*

Thursday ~ May 16, 2024

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

Priority Carroll

Item 1

Public comment on this item

[Board of Health](#)

Board of County Commissioners

Item 2

[Briefing/Public Hearing/Possible Adoption – 2024 Spring Amendment to Water and Sewer Master Plan](#)

Department of Planning and Land Management – Mr. Chris Heyn

Item 3

[Adoption – Ordinance Change for Adult Use Cannabis – Text Amendments to Chapter 158 of the Zoning Code](#)

Department of Planning and Land Management – Mr. Chris Heyn

Item 4

Public comment on this item

[Exercise Option to Purchase – Rural Legacy Program Option to Purchase a Conservation Easement on the Gerry and Brenda Day Property](#)

Department of Planning and Land Management – Mr. Chris Heyn

Item 5

[Decision - Closure of Babylon Road Bridge](#)

Department of Public Works – Mr. Bryan Bokey

Item 6

Public comment on this item

[Contract Award – Greenmount Church Road Pipe and Headwall Replacement](#)

Department of Public Works – Mr. Bryan Bokey

Thursday ~ May 16, 2024 (continued)

Item 7

Public comment on this item

[Contract Award – Repairs to the Corn Crib and the Alms Barn at the Carroll County Farm Museum](#)

Department of Public Works – Mr. Bryan Bokey

Item 8

Public comment on this item

[Approval to Purchase – Land and Avigation Easement for the Carroll County Regional Airport Runway and Taxiway Relocation and Safety Enhancements Project](#)

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

1:00 p.m. Board of County Commissioners Open Session
County Office Building, Reagan Room 003

Item 1

FY25 Adopted Budget Work Session

Department of Management and Budget – Mr. Ted Zaleski

Friday ~ May 17, 2024

Saturday ~ May 18, 2024

*10:00 a.m. Blue Star Memorial Marker Dedication/Ribbon Cutting
Westminster Veterans Memorial Park, Westminster
Commissioners Gordon, Rothstein and Vigliotti*

Sunday ~ May 19, 2024

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

*8:00 a.m. Youth Fishing Derby
Krimgold Park, Woodbine
Commissioner Guerin*

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 Health Department Board of Health Briefing Paper May 16, 2024

Issue: Bureau of Prevention, Wellness, and Recovery Briefing

Background:

1) Executive Order 01.01.2023.21

The Senior Opioid Group (Opioid Intervention Team - OIT) was established under Governor Hogan's Executive Order in 2017 along with the Opioid Operational Command Center (OOCC). With the new executive order in December 2023, the OIT is now the Opioid Prevention Team (OPT), and the OOCC has become Maryland's Office of Overdose Response (MOOR), reflecting an updated mission and scope to address the overdose crisis more broadly.

At the state level, Special Secretary Emily Keller now leads MOOR and reports to the MDH Secretary and the Governor. The Maryland Overdose Response Advisory Council takes the place of the Inter-Agency Heroin and Opioid Coordinating Council and will be chaired by the Lt. Governor.

2) Opioid Prevention Team (OPT) structure

OPT members include representatives from partner agencies in health, social services, education, public safety, and other community and faith-based organizations as well as harm reduction, treatment, and recovery programs. It is co-chaired by CCHD and a community partner. The OPT must meet quarterly and comply with the Open Meetings Act in order to receive funding from MOOR. OPT also keeps a county program inventory spreadsheet.

OPT workgroups include the Opioid Prevention Coalition, Nicotine and Tobacco Prevention Coalition, the Local Overdose Fatality Review Team, the Suicide Prevention Coalition, and the Cannabis Coalition.

3) Opioid Prevention Coalition and Opioid Misuse Prevention Program

The Opioid Prevention Coalition meets bimonthly. It is funded by the Opioid Misuse Prevention Program (OMPP), which is awarded to local health authorities to implement evidence-based prevention and intervention strategies for the general population and people who are at increased risk of misusing or already misuse opioids. Strategies for FY 25-26 include safe storage and disposal of medications, public safety training, and academic detailing with clinicians to impact opioid prescribing.

4) Substance use and misuse prevention in schools

The Health Department provides and supports a range of substance use and misuse prevention programming in local schools. CCHD partners with CCPS to offer the evidence-based suicide and substance use prevention program Sources of Strength in all middle and high schools. Prevention Office staff work with CCPS to ensure that middle and high school health class presentations complement the current curriculum and provide interactive, skill-building information to enhance protective factors. CCHD partners with CCPS and the Carroll County State's Attorney to offer the "Don't Believe the Lie" assembly for 7th graders that reinforces refusal skills and healthy alternatives.

5) Continuum of Care and Residential Treatment in Maryland

The continuum of care for substance abuse includes early intervention, outpatient services, intensive outpatient services, partial hospitalization, residential/inpatient treatment, and medically managed, intensive inpatient services. The Public Behavioral Health System supports access to residential treatment across Maryland, including local residential beds, statewide beds funded by Medical Assistance, and commercial insurance provider services. Open access, same day assessments are available Monday - Saturday in Carroll County.

Action: Presented for discussion and informational purposes.

Issue: **Community Health Services (CHS) Briefing**

Background: The CHS Bureau offers programs that address current communicable disease concerns as well as other health issues affecting county residents.

1) Measles

Measles is a highly contagious viral infection that can cause serious illness and hospitalization even in healthy children. One person can infect 9 of 10 unprotected people around them, including those who are in the same room up to two hours after the infected person. Measles cases are higher in the U.S. than in previous years, but Maryland has seen only one case so far in 2024. Measles is often brought to the U.S. by residents returning from international travel, and it spreads mainly in unvaccinated populations. Community vaccination rates of 95% or higher minimize the risk of outbreaks.

2) Avian Influenza (HPAI) - H5N1

Avian influenza, or bird flu, has been found in cattle in 9 states. Human infections are rare with this current virus, with only one case identified thus far in 2024, in a dairy farm worker. MDH has issued guidance to protect farm workers. Viral fragments were found in milk, but pasteurization kills flu viruses and other pathogens. Health officials are monitoring the situation and testing the effectiveness of current vaccines and treatments. Current risk to the public is low, but if the virus changes, it could spread more easily or cause more severe illness in humans.

3) Lead exposure

Children exposed to lead can experience slower growth and development, learning and behavior problems, and brain damage. In 2015, Maryland lead poisoning risk guidelines changed to include all zip codes, and screening is now required for all children at 12 and 24 months. Lead can come from many sources including paint, water pipes, old or imported toys, spices, and dust from certain activities.

In January 2024, the threshold for elevated blood lead levels was reduced to 3.5 mcg/dl. CCHD works with families of children with elevated blood lead levels to provide education and resources, arrange follow-up testing, and set up a home inspection. CCHD has also reached out to local providers to assess lead screening capacity and provide testing equipment. A lead screening campaign including billboards, social media, and rack cards was launched in early 2024.

Action: Presented for discussion and informational purposes.

Issue: **Environmental Health briefing on appeals process:**

The Commissioners requested an overview of the appeals process for Environmental Health services. The Carroll County Health Department changed communication of our Appeals process to come into compliance with State efforts in May 2022. Our appeals process uses the standardized language developed by Maryland Department of Health and Maryland Department of the Environment. The appeal process is communicated on all food inspection forms conducted under Maryland Department of Health and included in any denials of permits or inspections under the Department of the Environment. Attachments of the processes are included in our presentation.

Attendees:

Sue Doyle, Carroll County Health Officer

Elizabeth Cianci, Deputy Health Officer – Operations

Cathy Baker, Director, Local Behavioral Health Authority

Marie Liddick, Deputy Director, Local Behavioral Health Authority

Amy Laugelli, Substance Abuse Prevention Supervisor

Tierney Youngling, Director, Bureau of Community Health Service

Ashley DiMaggio, Maternal Child Health Program Manager

Lisa Rock, Communicable Disease Program Manager

Lillie Rebert, Communicable Disease Nursing Program Supervisor

Maggie Kunz, Health Planner

Richard Brace, Supervisor Environmental Health

**Bureau of Comprehensive Planning
Water and Sewer Master Plan
2024 Spring Amendment
Briefing Paper
May 16, 2024
Open Session**

Issue:

Briefing/Public Hearing/Possible Adoption – 2024 Spring Amendment to Water and Sewer Master Plan

Background:

The Water and Sewer Master Plan is a document that is prepared by the Department of Planning and Land Management 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 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 Water Supply Demands and Planned Capacity; the Projected Sewer Supply Demands and Projected Capacity; the Freedom/Sykesville water/sewer service area maps; the Town of Hampstead sewer service area map, the Town of Mount Airy water service area map and the City of Westminster water/sewer service area maps.

The purpose of this hearing is to accept public comment regarding the 2024 Spring Amendment to the Carroll County Water and Sewer Master Plan.

In compliance with Environment Article § 9-503 of the Annotated Code of Maryland, the hearing was duly advertised in the Carroll County Times on May 2nd and May 9th.

Action:

Accept testimony/possible adoption:

I move the Board of County Commissioners close the Public Hearing and keep the record open for a period of ten (10) days.

Or

I move the Board Adopt the 2024 Spring Amendment to the Water and Sewer Master Plan and forward to MDE for final approval.

Attendees:

Daphne Daly, Deputy Director, Department of Planning and Land Management
Price Wagoner, Comprehensive Planner III, Bureau of Comprehensive Planning

Bureau of Comprehensive Planning
Ordinance Change – Adult Use Cannabis Zoning Code
Briefing Paper
May 16, 2024
Open Session

Issue:

Adoption – Ordinance Change for Adult Use Cannabis – Text Amendments to Chapter 158 of the Zoning Code

Background:

On March 7, 2024 the Board of County Commissioners conducted a public hearing to hear comments on the proposed amendments to Chapter 158 regarding Adult Use Cannabis. The record was left open following the public hearing for a period of 10 days.

The proposed amendments to Chapter 158 will make the County’s zoning code consistent with State Law and specifically will:

- Replace definitions related to Medical Cannabis with definitions related to Adult Use Cannabis,
- Establish distance requirements and other regulations cannabis facilities must adhere to, and,
- Revise the Table of Land Uses to include Adult Use Cannabis facilities.

Action:

I move the Board approve the proposed amendments to Chapter 158 of the County’s Zoning Code.

Attendees: Christopher Heyn, Director, Department of Planning and Land Management
Daphne Daly, Deputy Director, Department of Planning and Land Management
Mary Lane, Bureau Chief, Bureau of Comprehensive Planning

Department of Planning and Land Management
Briefing Paper
May 16, 2024
Open Session

Issue:

Exercise Option to Purchase – Rural Legacy Program Option to Purchase a conservation easement on the Gerry and Brenda Day property, Dave Rill Road, Hampstead, District 2.

Background:

A 61.787-acre farm property owned by Gerry and Brenda Day located at the above address was granted preliminary approval to participate in the Maryland Rural Legacy Program by the County Agricultural Land Preservation Advisory Board on January 4, 2023. The easement will be purchased using only state Rural Legacy Program grant funds at a direct cost of \$294,383.30. Notice of Intent to purchase a conservation easement on the property has been duly advertised.

The Option signed by the owners provides 120 days for the Commissioners to exercise the Option thereby converting it to a Contract of Sale. The Maryland Department of Natural Resources Rural Legacy Program has approved the purchase through a grant agreement with Carroll County. The County and the landowner are ready to proceed to the easement settlement stage.

Action:

Exercise Option to Purchase – Staff requests the Board of County Commissioners exercise the Option to Purchase a Rural Legacy Program conservation easement on the Gerry and Brenda Day property.

Staff-Recommended Motion:

I move the Board of Commissioners exercises the Option to Purchase a Rural Legacy Program conservation easement on the Gerry and Brenda Day property in the amount of \$294,383.30.

Attendees:

J. P. Smith, Jr., Program Manager, Agricultural Land Preservation Program
Jackie Brathuhn, Preservation Specialist, Agricultural Land Preservation Program

**Department of Public Works
Bureau of Engineering
Briefing Paper
May 16, 2024**

Issue:

Decision - Closure of Babylon Road Bridge

Background:

On Thursday, November 30, 2023, the Board of County Commissioners held a public hearing about the closure of Babylon Road structure (bridge). The bridge is currently rated in Fair condition. Carroll County has started the design of the replacement and due to current site conditions the cost of replacement has increased significantly. At the conclusion of the hearing the Board closed the hearing and held the record open to receive additional comments.

Action:

Decision

Staff Recommended Motion:

I move the Board of County Commissioners approve the closure of Babylon Road bridge at such time the structure is no longer serviceable.

Attendees:

Douglas Brown, Deputy Director, Public Works
Christopher S. Letnaunchyn, PE, Chief, Bureau of Engineering

DATE: May 16, 2024

TO: The Carroll County Board of Commissioners

RE: Contract Award - Greenmount Church Rd Pipe and Headwall Replacement

EXECUTIVE SUMMARY:

The Office of Procurement in cooperation with the Bureau of Engineering request your approval to award a contract to Stambaugh's, Inc. for the Greenmount Church Rd Pipe and Headwall Replacement in the amount of \$52,370.00. Stambaugh's, Inc. is an approved term contractor that was competitively bid. This amount is within the adopted budget.

Background:

Due to heavy rains approximately half of the pipe has become misaligned, leading to severe ruts in the pavement. Roads Operations applied a temporary patch in 2022 and monitored for the past two years. Unfortunately, the condition has gradually deteriorated resulting in the need to replace the pipe and headwall.

Staff Recommended Motion:

I move the Board of Commissioners award the Greenmount Church Rd Pipe and Headwall Replacement to Stambaugh's, Inc. in the amount of \$52,370.00.

DATE: May 16, 2024

TO: The Carroll County Board of Commissioners

RE: Contract Award - Repairs to The Corn Crib and The Alms Barn at the Carroll County Farm Museum

EXECUTIVE SUMMARY:

The Office of Procurement in cooperation with the Bureau of Building Construction request your approval to award a contract to A.J. Deluca in the amount of \$85,390.00. This award will consist of two parts. The first is to clean and repaint the Alms Barn Roof and replace the gutters. Secondly, this award will be to replace the roof on the corn crib with a cedar roof. A.J. Deluca is one of the County's approved term contractors that was competitively bid. The amount is within the adopted budget.

Background:

The roof and the gutters of the Alms Barn have started to rust. To preserve the roof, all surface rust will be removed by sanders and wire wheels. The roof will be cleaned and pressure washed. The roof will then be primed and double coated with acrylic coating. All gutters and downspouts will be replaced.

The cedar roof on the Corn Crib has reached the point of a much-needed replacement. The roof and the gutters will be removed and replaced with period correct new "heavy" cedar shakes. The failing sistered rafters on the low area side of the barn will be removed and replaced with same as original rough cut lumber to better reflect the historic nature of the barn.

Staff Recommended Motion:

I move the Board of Commissioners award a contract to A.J. Deluca for repairs to the Corn Crib and the Alms Barn at the Carroll County Farm Museum in the amount of \$85,390.00.

**Department of Public Works
Carroll County Regional Airport
Briefing Paper
May 16, 2024
Open Session**

Issue:

Approval to Purchase – Land and avigation easement for the Carroll County Regional Airport Runway and Taxiway Relocation and Safety Enhancements Project.

Background:

The Department of Public Works has negotiated to purchase land and a permanent avigation easement in the 7th Election District of Carroll County, Maryland, situate at or near 457 Pleasant Valley Road, Westminster, Maryland, 21158, Map 30, Parcel 20 containing 7.387 acres of land, more or less, Fee Simple and 7.6412 acres of land, more or less, for an avigation easement for Two Hundred Forty-Seven Thousand Dollars and Zero Cents (\$247,000.00).

The County Commissioners of Carroll County has advertised its intent to purchase the property. The land is being purchased in connection with the Carroll County Regional Airport Runway and Taxiway Relocation and Safety Enhancements Project. The FAA will reimburse the County 90%, the MAA will reimburse the County 5%, and the County will pay 5% of the purchase price.

Action:

Discussion/Decision

Staff Recommended Motions:

I move the Board of County Commissioners approve the purchase of land and permanent avigation easement at 457 Pleasant Valley Road, Westminster, Maryland, 21158 for Two Hundred Forty-Seven Thousand Dollars and Zero Cents (\$247,000.00).

Attendees:

Bryan Bokey, Director, Department of Public Works

Eric Burdine, Deputy Director, Department of Public Works