

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR TUESDAY, DECEMBER 7, 2010**

Commissioner Blaine Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, ("Board") for Tuesday, December 7, 2010, at 8:30 a.m. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray and Kirby Delauter. Also present were Barry Stanton, County Manager and Mary Baker, Recording Secretary.

(Official minutes of the Board of County Commissioners' meetings are kept on file in the County Manager's Office; the meetings are also video recorded. Approved minutes are available on the county's website. To receive a copy of meetings recorded on videotape or DVD, please contact the Board of County Commissioners at 301-600-1100 or visit the county's website at www.FrederickCountyMD.gov.)

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

COMMISSIONERS COMMENTS

Commissioner Gray noted today was Pearl Harbor Day.

Commissioner Young noted the Toys for Tots and canned food drive would soon be coming to an end and he encouraged county employees to get their donations in by December 17, 2010.

Commissioner Young noted the county would be hosting a weekly web show covering topics within the Board, the Office of the County Manager and divisions within the County.

ADMINISTRATIVE BUSINESS

FY 2012 Base Budget, Initial Revenue Projections - Mike Gastley, Finance Division

Mr. Gastley presented projections and reviewed the FY 2012 operating budget calendar.

The Board directed staff to continue with program budget outlines, the review of grant programs, and the rules/requirements associated with them.

Briefing on the Ethics Ordinance and Briefing on the Public Ethics Law - John Mathias and Linda Thall, Office of the County Attorney

Mr. Mathias and Ms. Thall presented the briefing.

No action was taken by the Board.

Briefing on the Maryland Open Meetings Act - John Mathias, Office of the County Attorney

Mr. Mathias presented the briefing.

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No action was taken by the Board.

Briefing on the Maryland Public Information Act - John Mathias, Office of the County Attorney

Mr. Mathias presented the briefing.

The Board requested staff to explore fees associated with charging for copies of information when requested by the public.

No action was taken by the Board.

COMMISSIONERS COMMENTS

Commissioner Young noted there would not be a Board meeting Thursday, December 9, 2010, as they would be attending the strategic planning meeting that would be facilitated by Paul Frye and Karen Justice.

Commissioner Young noted if any of the commissioners wanted to request an item be placed on the agenda, please let him or staff know.

Commissioner Young reminded the Board to review the consent agenda items ahead of time in order to free staff from attending the consent agenda portion of the meetings, unless there was a question on a particular item.

Commissioner Young reiterated the Toys for Tots campaign and canned food drive was coming to an end; toys and canned goods are desperately needed. He also noted one of the county employees volunteered to be Santa Clause for a day.

PUBLIC COMMENTS (3 MINUTE PRESENTATION)

- Bill Ashton
- Fred Ugast

QUESTIONS – PRESS

- Sherry Greenfield, Frederick County Gazette
- Meg Tully, The Frederick News-Post

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CLOSED SESSION

Commissioner Smith moved to proceed into closed session in accordance with Maryland Annotated Code State Government Article § 10-508(a)(1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals. Commissioner Delauter seconded the motion that passed 5-0.

ADJOURN

The meeting adjourned at 12:05 p.m.

Mary E. Baker
Recording Secretary

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**FORM OF STATEMENT FOR
CLOSING THE MEETING OF TUESDAY, DECEMBER 7, 2010**

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

(1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals.

Motion:

In open session Commissioner Smith moved to proceed into closed session in accordance with Maryland Annotated Code State Government Article § 10-508(a)(1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals. Commissioner Delauter seconded the motion that passed 5-0.

Time and Location:

12:05 p.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To discuss the filling of a vacant county position.

Mary Baker
Recording Secretary

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Time and Location:

12:05 p.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To discuss the planned retirement of a county employee and the options for replacing this county employee.

Mary Baker
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Time and Location:

12:05 p.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To consider compensation issues for an individual county employee.

Mary Baker
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Time and Location:

12:05 p.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To consider the employment of various employees over whom the Board has jurisdiction.

Mary Baker
Recording Secretary

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**FORM OF STATEMENT FOR MINUTES OF NEXT OPEN MEETING
ON WEDNESDAY, DECEMBER 8, 2010,
FOLLOWING THE CLOSED MEETING OF TUESDAY, DECEMBER 7, 2010**

STATUTORY AUTHORITY TO CLOSE SESSION

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12:05 p.m. – Third Floor Meeting Room, Winchester Hall

Others in attendance:

B. Stanton, J. Mathias, M. Hose, J. Kroll and M. Baker

Topic Discussed:

To discuss the filling of a vacant county position.

Action Taken:

The Board provided direction to staff.

Mary Baker
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