

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
FOR THURSDAY, OCTOBER 21, 2010**

Commissioner Jan Gardner, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, ("Board") for Thursday, October 21, 2010, at 9:35 a.m. Present were Commissioners David Gray, *Vice President*; Kai Hagen, John L. Thompson, Jr. and Blaine Young. Also present were Barry Stanton, Assistant County Manager and Pattie Weber, 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](http://www.FrederickCountyMD.gov).)*

**PLEDGE OF ALLEGIANCE**

The meeting began with the Pledge of Allegiance.

**COMMISSIONER COMMENTS**

Commissioner Gardner commented that she attended the 30-year celebration of Frederick County Hospice, and also the Frederick Arts Council dinner. The Arts Council initiated a Hall of Fame with four inductees of people in the arts.

**CONSENT AGENDA**

The following items were included on the consent agenda.

**BID AWARDS**

1. Purchasing Memo #11-64 – Contract Renewal for Employee Assistance Program Services  
Award to: Deer Oaks, EAP  
Award amount: Estimated total of \$32,000.00 contingent upon FY 2012 funding
2. Purchasing Memo #11-66 – Amendment No. 2 Approval to the Agreement with LW Consulting, Inc. for Strategic Planning and Consulting Services and Budget Transfer  
Award to: LW Consulting, Inc.  
Award amount: \$70,000.00 to cover anticipated expenditures on the current fiscal year

**EASEMENTS**

1. Ballenger Creek Park, Phase V, Declaration to Establish and Maintain Easement (Water/Sewer) - Sue Barthol, Public Works Division
2. Partial Release of Easement – Russell Property SS Relocation – Beth Ramacciotti, Utilities and Solid Waste Management Division
3. Partial Release of Easement – Harding Farm Lot 6G – Beth Ramacciotti, Utilities and Solid Waste Management Division

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4. Release and Abandonment of Water Easement – New Design Road and Old New Design Road – Beth Ramacciotti, Utilities and Solid Waste Management Division

**GRANT**

1. FY 2011 Emergency Medical Dispatcher Training Grant and Associated Budget Transfer – Chip Jewell, Emergency Management Division

**LEASE AGREEMENT**

1. State Animal Health Lab Lease Extension – Austin Abraham, Management Services Division

Commissioner Gray moved approval of the consent agenda items as presented. Commissioner Hagen seconded the motion that passed 5-0.

**ADMINISTRATIVE BUSINESS**

**Approval of Board of County Commissioners' Meeting Minutes**

The following minutes were approved by unanimous consent:

- ◆ Tuesday, September 28, 2010
- ◆ Tuesday, September 28, 2010 – Closed Session
- ◆ Thursday, September 30, 2010
- ◆ Tuesday, October 5, 2010
- ◆ Thursday, October 7, 2010
- ◆ Thursday, October 7, 2010 – Closed Session

**Bid Award – Purchasing Memo #11-65 Sole Source Subscription Renewal with Wescom Solutions, LLC – Enabled Application Software – Hal Good, Finance Division**

Mr. Good presented the proposed purchasing memo.

John Kroll, Finance Division, requested the approval exclude the options of expanding to the general ledger and accounts payable software at this time, until further discussion.

Commissioner Hagen moved to approve the renewal with the exclusion of expansion into general ledger software. Commissioner Gray seconded the motion that passed 5-0.

**Urbana Farm Playing Fields Lease – Paul Dial, Parks and Recreation Division and Austin Abraham, Management Services Division**

Mr. Dial presented the recommendation. Also present were Tim Mellott, Southern Frederick County Youth Athletic Facilities Group; Charles Dunn, president of Linganore Urbana Youth Athletic Association, Inc; and Mr. Abraham.

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Commissioner Hagen moved to approve the lease agreement. Commissioner Young seconded the motion that passed 5-0.

**Impact Fee Appeal – Building Permit Application No. 82607 – Gary Hessong, Permitting and Development Review Division**

Mr. Hessong presented the appeal of Peter and Lori Keifer, who submitted and paid all of the appropriate fees, including development and impact fees. All agencies reviewed and approved the permit application, except for the State Highway Administration (SHA). Due to an oversight of the SHA, the permit was not fully approved until after July 1, 2010, when impact fees increased to \$902.00, which the Keifers were required to pay.

Commissioner Thompson questioned whether approving the waiver would set precedence for future issues if the error was not on the part of the county, but of the SHA.

After further discussion, it was agreed that the better choice would be to deny the waiver (appeal) and take funds from the contingency fund to reimburse the Keifers the \$902.00 increase.

Commissioner Gray made a two-fold motion to 1) deny the appeal, but 2) approve a transfer from the contingency fund to cover the increase of \$902.00 due the SHA error.

Commissioner Hagen seconded the motion that passed 4-1 with Commissioner Thompson opposed.

**WORKSESSION**

**Proposed Point of Rocks Community Commons Park Master Plan – Bob Hicks, Parks and Recreation Division; Sally Malena and John Rohde, Human and Rohde, Inc.**

Mr. Hicks presented the park master plan as well as acknowledged the efforts of the community park's master plan committee members. Comments were added by Ms. Malena and Paul Dial, Parks and Recreation Division.

Comments were heard from Pastor Weber, Point of Rocks Church of God and Charlie Crum, Point of Rocks Historical Society.

Commissioner Hagen moved to approve the proposed master plan as presented. Commissioner Gray seconded the motion that passed 5-0.

**DIRECTOR'S REPORT**

Tom Meunier and Robert Shen, Public Works Division, presented the report, focusing on the bridge management program.

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**COMMISSIONER COMMENTS**

None.

**PUBLIC COMMENTS**

None.

**QUESTIONS – PRESS**

None.

**ADJOURN**

The meeting adjourned at 11:30 a.m.

Patricia Weber  
Recording Secretary