

BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES FOR TUESDAY, MARCH 15, 2011

Commissioner Blaine Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, ("Board") for Tuesday, March 15, 2011, at 10:15 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 Delauter received a DVD of the history of the Brunswick Volunteer Fire Company, Inc., which would be placed on the county website.

Commissioner Smith noted he attended the Mount Airy Volunteer Fire Company banquet this past Saturday evening.

Update of Board of County Commissioners' Administrative Actions – Commissioner Blaine R. Young and Barry Stanton, Office of the County Manager

The following items were discussed:

- Risk management staff and human resources staff gave a presentation at the last Synergies Committee meeting, facility services staff was the next group scheduled on Friday, April 1, 2011.
- The Board selected the members for the Frederick County Charter Board; the first meeting was scheduled for Wednesday, March 30, 2011.
- The memorandum of understanding (MOU) for Head Start has been finalized.
- The FY 2012 - 2017 Capital Improvements Program and FY 2012 capital budget public hearing was scheduled for Tuesday, April 5, 2011, at 6:00 p.m. at Catoctin High School.
- There was a joint Board/Board of Education (BOE) meeting scheduled this afternoon at 1:30 p.m. at the BOE central office building.
- The presentation of the 2010 – 2014 strategic plan was scheduled for Thursday, April 7, 2011.
- The MOU for the Brunswick Volunteer Fire Company, Inc. was nearly finalized.
- The staff report for the grant program review would be presented during an upcoming Board meeting.
- Human Resources Division and the Human Relations Commission were in the process of scheduling training for equal employment opportunity and Americans with Disabilities Act.
- A meeting was being scheduled with Montevue Assisted Living and Citizens Care and Rehabilitation Center to discuss decreasing the two-million dollar appropriation over the next two-years.
- Laurie Boyer, Community Development Division and Ron Tobin, Business Development Retention Administrator, would present bi-weekly updates within their areas.
- County Attorney John Mathias was directed to look into laws regarding opening each Board meeting with prayer.

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- County Manager Barry Stanton was to review and approve all items prior to being placed on the agenda.

Ms. Laurie Boyer, Community Development Division and Mr. Ron Tobin, Business Development and Retention Administrator, presented the first jobs report to the Board.

CONSENT AGENDA

BID AWARDS

1. Purchasing Memo #11-137 - Bid #11-CP-66, Crestview Estates Sewer Manhole Replacement
Award to: J. A. Meyers Building and Development
Estimated amount: \$70,450.00
2. Purchasing Memo #11-138 – Water Storage Tank Inspection Program
Award to: Extech a Division of Acuren Inspection Company
Estimated award: \$65,333.00

BUDGET TRANSFER

1. #BT-11-117, Water and Sewer, Utilities and Solid Waste Management Division

CHANGE ORDERS

1. Winchester Hall Electrical Upgrade, Change Order No. 1 – Chuck Nipe, Public Works Division
2. Ballenger-McKinney Enhanced Nutrient Removal (ENR) Wastewater Treatment Plant (WWTP) Expansion, Contract No. 200A-S, Change Order No. 5 – Rod Winebrenner, Utilities and Solid Waste Management Division
3. New Design Water Transmission Main Part 5, Contract No. 110A5-W, Change Order No. 18 - Rod Winebrenner, Utilities and Solid Waste Management Division
4. New Design Water Transmission Main, Change Order No. 22 - Rod Winebrenner, Utilities and Solid Waste Management Division

EASEMENT

1. Westview South, Advisors Court - Temporary Grading and Construction Easement – Dave Crable, Community Development Division

GRANTS

1. Maryland Business Works American Recovery and Reinvestment Act (ARRA) Additional Funding - Laurie Holden, Citizens Services Division
2. Emergency Number Systems Board Grant Application and Associated Budget Transfers - Chip Jewell, Emergency Management Division
3. Application for Funding Renewal from the State Agency Mediation and Conflict Resolution Office (MACRO) for Family Mediation - B. Lynn Macpherson, Circuit Court

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Mr. Chuck Nipe, Public Works Division, presented clarification on Change Order #1, Winchester Hall Electrical Upgrade.

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

WORKSESSION

Diabetes Alert Day Proclamation

Commissioner Gray presented the proclamation.

Request for Use of MARBIDCO Funds to Foster Critical Farms Option Purchase – Anne Bradley, Community Development Division

Ms. Bradley presented the request.

Commissioner Young moved approval to proceed with the use of MARBIDCO funding to purchase the critical farms option; conduct two appraisals on the property; the term be increased to seven years; and the budget amendment of \$5,000 be taken from the revolving fund. Staff was directed to come back before the Board with language clarifying development procedure and policy for properties in the critical farms program.

New Jobs Tax Credits – Richard McCain, Office of the County Attorney

Mr. McCain, Ms. Laurie Boyer, Community Development Division and Mr. Ron Tobin, Business Development and Retention Administrator, presented information regarding new jobs tax credits.

The Board directed Mr. McCain to draft the appropriate ordinance and bring information back before the Board during a future worksession.

ADMINISTRATIVE BUSINESS

Approval of Board of County Commissioners' Meeting Minutes

The following minutes were approved by unanimous consent:

- ◆ Tuesday, February 22, 2011
- ◆ Tuesday, February 22, 2011, Closed Session
- ◆ Thursday, February 24, 2011
- ◆ Thursday, February 24, 2011, Closed Session

Decision on Amendments to the Frederick County Plumbing Code (Public Hearing held 3/1/11) – Gary Hessong, Community Development Division

Mr. Hessong and Ms. Kathy Mitchell, Office of the County Attorney, presented information from the public hearing.

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Commissioner Smith moved approval of the proposed amendments as presented, effective March 25, 2011. Commissioner Shreve seconded the motion that passed 5-0.

Legislative Issues – John Mathias, Office of the County Attorney and Ragen Cherney, Office of the County Manager

Mr. Mathias and Mr. Cherney presented the legislative updates.

No action was taken by the Board.

COMMISSIONERS COMMENTS

Commissioner Young commented on the tragedy in Japan noting the people affected by the earthquake and tsunami was in everyone's thoughts.

PUBLIC COMMENTS (3 MINUTE PRESENTATION)

None.

QUESTIONS – PRESS

None.

ADJOURN

The meeting adjourned at 12:00 p.m.

Mary E. Baker
Recording Secretary