

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
FOR THURSDAY, MAY 24, 2012**

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, ("Board") for Thursday May 24, 2012, at 10:00 a.m. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray and Kirby Delauter. Also present were Dave Dunn, County Manager and Ms. Patti Morrow, 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).)*

**INVOCATION AND PLEDGE OF ALLEGIANCE**

The meeting began with the invocation followed by the recitation of the Pledge of Allegiance.

**COMMISSIONER COMMENTS**

Comments were provided by Commissioners Young, Smith, Shreve and Delauter.

**Update of Board of County Commissioners' Administrative Actions – Commissioner Blaine R. Young and Dave Dunn, Office of the County Manager**

Commissioner Young and Mr. Dunn briefed the public on the Board's recent administrative actions.

Sheriff Chuck Jenkins briefed the Board on the G-8 Summit held on May 18 and 19 at Camp David. He thanked all the agencies that participated.

**PUBLIC COMMENT**

Public comment was heard from:

- Reverend Mark Wakefield, Christ Reform Church of Middletown
- Greg Rausch, M.D.
- Becca (no last name was given)
- Annette Breiling
- Reverend Dr. Barbara Kershner, Evangelical Reformed Church of Christ

**WORKSESSION****Presentation of Patriotic Employer Award**

Mr. Ron Pitts, Employer Support of the Guard and Reserve and Sergeant Kelly Lemmons, Fire and Rescue Services Division, presented the Patriotic Employer Award to the Board.

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**Business Recognitions – Mr. Handyman of North and West Central Maryland and Molly Maid of Frederick County**

The Board recognized Mr. Handyman of North and West Central Maryland and Molly Maid for their involvement in the community.

**Non-resident Fee for Rental of Park Facilities – Paul Dial and Jeremy Kortright, Parks and Recreation Division**

Mr. Dial and Mr. Kortright briefed the Board on fee comparisons with other counties' fee policies.

(Commissioner Shreve left the meeting at 11:25 a.m.)

Commissioner Gray moved to approve the non-resident rates for the rental of park facilities as presented and suspend Phase II and III of the park facilities fee increase, approved by a prior Board action in 2010. Commissioner Delauter seconded the motion that passed 3-1 with Commissioner Smith opposed and Commissioner Shreve absent. It was noted that staff would provide data requested by Commissioner Smith to the Board.

(Commissioner Shreve returned to the meeting.)

**Commission on Aging – Planning Study Report – Pat Rosensteel and Carolyn True, Citizens Services Division; and RaeAnn Butler, Commission on Aging (COA)**

Ms. Rosensteel presented a request to partner with the COA to fund a planning study of the needs of aging citizens.

Commissioner Young moved to allocate up to \$100,000 for the study as recommended. Commissioner Gray seconded the motion that passed 4-1 with Commissioner Smith opposed.

**Trailer Park Tax Rate – Lori Depies, Finance Division**

Ms. Depies presented to the Board a proposed reduction of the trailer park tax rate from 15% to 0%.

Commissioner Delauter moved to take the proposed trailer park tax rate through the public review process. Commissioner Gray seconded the motion that passed 5-0.

**AGENDA BRIEFING**

Commissioner Young noted the following public hearing was scheduled for Thursday, May 31 at 10:00 a.m.: Proposed Frederick County Building, Plumbing, and Electrical Codes Update – Gary Hessong, Community Development Division

**CONSENT AGENDA**

The following items were presented on the consent agenda:

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
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**BID AWARD**

- Purchasing Memo #12-194 – Forensic Nurse Services to the Child Advocacy Center’s Clients (Contract Renewal)  
Award to: Pamela Holtzinger, RN  
Award amount: \$31,125.00

**EASEMENT**

- Canaam Steel Corporation Request for Easement on County Property – Beth Ramacciotti, Utilities and Solid Waste Management Division

**GRANT**

- FY 2012 Victims of Crime Assistance Grant – Governor’s Office of Crime and Prevention – Pat Fleet, Office of County Manager

**MISCELLANEOUS**

- Consideration of Money Follows the Person Options Counseling Agreement – Carolyn True, Citizens Services Division
- Consideration of the Maryland Access Point Collaboration Agreement – Carolyn True, Citizens Services Division

Commissioner Smith moved to approve the consent agenda as presented. Commissioner Shreve seconded the motion that passed 5-0.

**ADMINISTRATIVE BUSINESS**

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

By unanimous consent the following minutes were approved:

- Thursday, February 16, 2012
- Thursday, February 16, 2012 – Closed Session
- Tuesday, February 21, 2012
- Tuesday, February 21, 2012 – Evening
- Thursday, February 23, 2012
- Thursday, February 23, 2012 - Afternoon

**Approval and Signing of Memorandum of Understanding (MOU) with Career Firefighters Association of Frederick County, IAFF Local #3666 – Sophia Dobransky, Human Resources Division**

Mr. Mitch Hose, Human Resources Division; Mr. Tom Owens, Fire and Rescue Services Division; and Mr. John Neary, IAFF Local #3666 commented on the ratification of the MOU by the IAFF Local #3666.

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
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Commissioner Young moved to approve and sign the MOU as presented. Commissioner Delauter seconded the motion that passed 5-0.

The meeting adjourned at 12:15 for the lunch hour.

Commissioner Blaine R. Young, *President*, reconvened a meeting of the Board of County Commissioners of Frederick County, Maryland, ("Board") for Thursday May 24, 2012, at 1:30 p.m. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray and Kirby Delauter. Also present were Dave Dunn, County Manager and Ms. Patti Morrow, Recording Secretary.

**Bid Award – Purchasing Memo #12-199, Code Messaging Service for the Relay of Daily Information and Incident Response Data (Sole Source) – Hal Good, Finance Division**

(Commissioner Shreve left the room.)

Mr. Tom Owens and Mr. Steve Leatherman, Fire and Rescue Services Division, commented on the purchasing memo.

Commissioner Smith moved to approve Purchasing Memo #12-199 as presented. Commissioner Delauter seconded the motion that passed 4-0 with Commissioner Shreve absent.

(Commissioner Shreve returned to the room.)

**FY 2013 Maryland Access Point Grant Application – Carolyn True, Citizens Services Division**

Commissioner Smith moved to approve the grant application. Commissioner Gray seconded the motion that passed 5-0.

**Approval of the Frederick County Government (FCG)/ Frederick County Public Schools (FCPS) Warehouse Consolidation Memorandum of Understanding (MOU) – Lori Depies, Finance Division**

Commissioner Smith moved to approve the FCG/FCPS warehouse consolidation MOU as presented. Commissioner Delauter seconded the motion that passed 5-0.

**Finalize the FY 2013 – 2018 Capital Improvements Program (CIP) and FY 2013 Capital Budget – Kelly Weaver, Finance Division**

Ms. Weaver reviewed the major changes from the FY 2012 – 2017 adopted CIP with the Board.

Commissioner Gray moved to take the FY 2013 – 2018 CIP and FY 2013 Capital Budget as presented to adoption on June 7, 2012. Commissioner Young seconded the motion that passed 5-0.

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
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**Finalize the FY 2013 Operating Budget – Regina Howell, Finance Division**

Ms. Howell briefed the Board on the impacts of the Maryland State Legislative special session.

Mr. Doug Browning, Frederick County Community College (FCC), commented on unanticipated expenditures and revenues for FCC.

Mr. Pat Hannah, Public Works Division, commented on the vehicle replacement fund.

Commissioner Smith moved to increase the funding for FCC from \$500,000 to \$600,000 with the funding to come from CIP allocation. Commissioner Gray seconded the motion that **failed** 2-3 with Commissioners Young, Shreve and Delauter opposed.

Commissioner Smith moved to increase funding for certain non-profit organizations. Commissioner Gray seconded the motion that **failed** 2-3 with Commissioners Young, Shreve and Delauter opposed.

**COMMISSIONERS COMMENTS**

None.

**PUBLIC COMMENTS – (FIVE MINUTE PRESENTATION)**

None.

**QUESTIONS – PRESS**

None.

**CLOSED SESSION**

Commissioner Smith moved to go into closed session under the 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; and (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations. Commissioner Shreve seconded the motion that passed 5.0.

**ADJOURN**

The meeting adjourned at 3:15 p.m.

Patricia A. Morrow  
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
FOR THURSDAY, MAY 24, 2012**

**FORM OF STATEMENT FOR  
CLOSING THE MEETING OF THURSDAY, MAY 24, 2012**

**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; and (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations.

**Motion:**

Commissioner Smith moved to go into closed session under the 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; and (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations. Commissioner Shreve seconded the motion that passed 5.0.

**Time and Location:**

3:20 p.m. – Third Floor Meeting Room, Winchester Hall

**Topic to be Discussed:**

To discuss the compensation plan for a limited number of specific county employees.

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Patricia Morrow  
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
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**FORM OF STATEMENT FOR MINUTES OF NEXT OPEN MEETING  
ON THURSDAY, MAY 31, 2012,  
FOLLOWING THE CLOSED MEETING OF THURSDAY, MAY 24, 2012**

**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; and (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations.

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**Time and Location:**

3:20 p.m. – Third Floor Meeting Room, Winchester Hall

**Others in Attendance:**

D. Dunn, M. Chomel, L. Depies, M. Hose, S. Dobransky and P. Morrow.

**Topic Discussed:**

To discuss the compensation plan for a limited number of specific county employees.

**Action Taken:**

The Board voted to include a group of specific county employees as part of the salary scale.

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**Time and Location:**

3:20 p.m. – Third Floor Meeting Room, Winchester Hall

**Topic to be Discussed:**

To discuss collective bargaining issues with the Sheriff.

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Patricia Morrow  
Recording Secretary



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**Time and Location:**

3:20 p.m. – Third Floor Meeting Room, Winchester Hall

**Others in Attendance:**

D. Dunn, M. Chomel, L. Depies, S. Hopkins, C. Jenkins, M. Hose, S. Dobransky and P. Morrow.

**Topic Discussed:**

To discuss collective bargaining issues with the Sheriff.

**Action Taken:**

The Board directed staff to move forward with the three (3) year contract.

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Patricia Morrow  
Recording Secretary