

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, JUNE 14, 2012**

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, (“Board”) for Thursday, June 14, 2012, at 10:00 a.m. in the first floor hearing room. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray and Kirby Delauter. Also present were Mr. 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.)

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, and Gray.

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.

PUBLIC COMMENTS

None.

WORKSESSION

FrederickWORKS One Job at a Time Recognition – Summit Pet Product Distributors

The Board recognized Summit Pet Product Distributors for their participation in the FrederickWORKS One Job at a Time initiative.

Appointments/Reappointments to Boards and Commissions – Joyce Grossnickle, Office of the County Manager

Insurance Committee

There were no public comments.

Commissioner Smith moved to reappoint Mr. Ric Adams for a three-year term to become effective July 1, 2012, and to expire June 30, 2015. Commissioner Gray seconded the motion that passed 5-0.

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Public Library Board

There were no public comments.

Commissioner Smith moved to reappoint Ms. Cheryl Smith for a five-year term to become effective July 1, 2012, and to expire June 30, 2017. Commissioner Gray seconded the motion that passed 5-0.

To Consider Zoning Text Amendment #ZT-12-03 - Communication Towers - Larry Smith, Community Development Division

Commissioner Gray moved to take the text amendment through the public review process with the public hearing to be scheduled for June 21 at 10:00 a.m. Commissioner Delauter seconded the motion that passed 5-0.

AGENDA BRIEFING

Commissioner Young noted the following public hearings were scheduled for Tuesday, June 19 at 7:00 p.m.: Proposed Ordinance Regarding Trailer Park Tax Rate Reduction – Lori Depies, Finance Division; and To Consider Two (2) Ordinances to Amend the Frederick County Adequate Public Facilities Ordinance – School Construction Fees – Kathy Mitchell, Office of the County Attorney.

CONSENT AGENDA

The following item was removed from the consent agenda:

- FY 2013 Community Partnership Agreement – Christal Hanson, Citizens Services Division

The following items were presented on the consent agenda:

BID AWARDS

- Purchasing Memo #12-207 – PeopleSoft Pension Administration Module Functional and Technical Consulting Services Contract for Human Resources (Renewal Contract)
Award to: eFusion Consulting
Award amount: \$379,000 (100% funded by the Retirement Trust Fund)
- Purchasing Memo #12-211 – Local Access Mechanism – Single Point of Access for Western Maryland and Frederick County Systems Navigation
Award to: Mental Health Association of Frederick County
Award amount: \$166,619.00 (100% funded by the Governor's Office for Children)
- Purchasing Memo #12-216 – Cairns Firefighter Personal Protection Equipment (Piggyback Contract)
Award to: Municipal Emergency Services, Inc.
Award amount: \$341,252.00

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- Purchasing Memo #12-218 - Bid #12-CP-15, Effluent Outfall Backflow Preventer at Adamstown Pumping Station
Award to: Snyder Environmental Services, Inc.
Award amount: \$53,050.00

CHANGE ORDER

- Change Order No. 168, Citizens Care and Rehabilitation Center, Contract No. C11300/C11302 – Chuck Nipe, Public Works Division

GRANTS

- Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Application – Paul Wolford, Circuit Court
- Rapid Response Early Intervention Grant FY 2013 - Laurie Holden, Citizens Services Division
- Workforce Investment Act Grant Modification - Laurie Holden, Citizens Services Division
- Department of Social Services Summer Jobs Agreement – Laurie Holden, Citizens Services Division
- FY 2013 Home Visiting Grant Application – Christal Hanson, Citizens Services Division

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

ADMINISTRATIVE BUSINESS

FY 2013 Community Partnership Agreement – Christal Hanson, Citizens Services Division

Commissioner Smith moved to approve the application for the grant, the future grant award, the administrative processing of documents by Commissioner Young, and any subsequent budget transfers. Commissioner Shreve seconded the motion that passed 4-0-1 with Commissioner Gray abstained.

Approval of Board of County Commissioners' Meeting Minutes

The following minutes were approved by unanimous consent:

- ◆ Thursday, March 1, 2012
- ◆ Tuesday, March 6, 2012, Evening
- ◆ Thursday, March 8, 2012
- ◆ Thursday, March 8, 2012, Closed Session
- ◆ Thursday, March 15, 2012
- ◆ Tuesday, March 20, 2012

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Decision on the Proposed Ordinance to Amend the Building, Electrical, and Plumbing Chapters of the Frederick County Code (Public hearing held 5/31/12) – Gary Hessong, Community Development Division

Commissioner Gray moved to approve the proposed ordinances with effective dates of July 1, 2012. Commissioner Delauter seconded the motion that passed 5-0.

(A copy of the approved/adopted ordinances can be obtained in the County Manager's Office or from the county's website, www.FrederickCountyMD.gov.)

Commission for Women's LPGA Futures Tour Contract (Continued from 6/7/12) – Pat Rosensteel, Citizens Services Division

Ms. Linda Thall, Office of the County Attorney and Ms. Jennifer Charlton-Shuldes, Commission For Women were present for the discussion.

Commissioner Smith moved to approve the contract as presented. Commissioner Gray seconded the motion that passed 5-0.

Grants Specialist Update – Pat Fleet, Office of the County Manager

Ms. Fleet gave an update on upcoming grants for Frederick County.

No action was taken as this was informational.

Lease Agreement Between Frederick County and YMCA / Head Start Program – Wayne Roach, Public Works Division

Ms. Pat Rosensteel, Citizens Services Division; Mr. Tom Meunier, Public Works Division; Ms. Chris Colville, CEO/President; and Ms. Jan Hall, Frederick County YMCA contributed to the discussion.

Commissioner Young moved to approve the lease as presented. Commissioner Gray seconded the motion that passed 4-0-1 with Commissioner Shreve abstained.

COMMISSIONER COMMENTS

None.

PUBLIC COMMENTS

- Diane Smoley

QUESTIONS – PRESS

Bethany Rogers, The Frederick News-Post

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CLOSED SESSION

Commissioner Smith moved to go into closed session under Maryland Annotated Code State Government Article § 10-508(a))(3) To consider the acquisition of real property for a public purpose and matters directly related thereto; (7) To consult with counsel to obtain legal advice on a legal matter; and (14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process. Commissioner Delauter seconded the motion that passed 5-0.

ADJOURN

The meeting adjourned at 11:15 a.m.

Patricia A. Morrow
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
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**FORM OF STATEMENT FOR
CLOSING THE MEETING OF THURSDAY, JUNE 14, 2012**

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

(3) To consider the acquisition of real property for a public purpose and matters directly related thereto; (7) To consult with counsel to obtain legal advice on a legal matter; and (14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Motion:

Commissioner Smith moved to go into closed session under Maryland Annotated Code State Government Article § 10-508(a) (3) To consider the acquisition of real property for a public purpose and matters directly related thereto; (7) To consult with counsel to obtain legal advice on a legal matter; and (14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process. Commissioner Delauter seconded the motion that passed 5-0.

Time and Location:

11:20 a.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To discuss whether to award a renewal of a county contract and, if so, the terms and the negotiating strategy for the renewal.

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 TUESDAY, JUNE 19, 2012,
FOLLOWING THE CLOSED MEETING OF THURSDAY, JUNE 14, 2012**

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

(3) To consider the acquisition of real property for a public purpose and matters directly related thereto; (7) To consult with counsel to obtain legal advice on a legal matter; and (14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

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Time and Location:

11:20 a.m. – Third Floor Meeting Room, Winchester Hall

Others in Attendance:

J. Mathias, M. Marschner, K. Demosky, P. Harris, L. Depies, B. Johnson, R. Santangelo and P. Morrow.

Topic Discussed:

To discuss whether to award a renewal of a county contract and, if so, the terms and the negotiating strategy for the renewal.

Action Taken:

The Board directed staff to continue the negotiating for the contract renewal.

Patricia Morrow
Recording Secretary

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Time and Location:

11:20 a.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To discuss with the county's attorneys and others the acquisition of real property for county road and sewer purposes.

Patricia Morrow
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Time and Location:

11:20 a.m. – Third Floor Meeting Room, Winchester Hall

Others in Attendance:

J. Mathias, M. Marschner, K. Demosky, T. Meunier, J. Stitt, C. Nipe, W. Roach, C. Chamberlain, B. Ramacciotti, K. Mitchell, R. Santangelo and P. Morrow.

Topic Discussed:

To discuss with the county's attorneys and others the acquisition of real property for county road and sewer purposes

Action Taken:

The Board directed staff to make a certain offer for acquisition of the easements.

Patricia Morrow
Recording Secretary