

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, FEBRUARY 21, 2013**

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, (“Board”) for Thursday, February 21, 2013, at 10:15 a.m. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray and Kirby Delauter. Also present were Ms. Lori Depies, County Manager and Ms. Patti Morrow, Recording Secretary.

INVOCATION AND PLEDGE OF ALLEGIANCE

The meeting began with a moment of silence followed by the recitation of the Pledge of Allegiance.

COMMISSIONER COMMENTS

Comments were provided by Commissioners Young and Smith.

Update of Board of County Commissioners’ Administrative Actions – Commissioner Blaine R. Young and Lori Depies, Office of the County Manager

Commissioner Young briefed the public on the Board’s recent administrative actions.

Ms. Depies updated the Board on the online system of credit card payments for county permits.

PUBLIC COMMENTS

None.

WORKSESSION

FFA Week Proclamation

The Board proclaimed the week of February 16 as FFA Week in Frederick County.

Business Recognition – Chick-fil-A

The Board recognized Chick-fil-A for their contributions to the community.

Business Updates – Helen Riddle, Community Development Division

Ms. Riddle updated the Board on business activity in Frederick County.

CONSENT AGENDA

The following items were listed on the consent agenda:

- Citizens Care and Rehabilitation Center / Montevue Assisted Living Utility Easement
- Declaration to Establish and Retain Easements for Water and Sewer – Spring Ridge Fire Station
- Emergency Numbers System Board Grant Funding

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, FEBRUARY 21, 2013**

- Year Four Award Addendum to Memorandum of Understanding for the Maryland-Community-Right-To-Know Fund Grant Program for 2010-2015 and Attached Budget Transfer
- Mental Health Management Agency of Frederick County Annual Report for FY 2012 and Strategic Plan for FY 2014

Motion to approve the consent agenda as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith			X			
Shreve		X	X			
Gray	X		X			
Delauter			X			

AGENDA BRIEFING

Commissioner Young noted the following public hearing was scheduled for Thursday, February 28 at 10:00 a.m.: Repeal of the Alarm Registration Ordinance.

ADMINISTRATIVE BUSINESS

Approval of Board of County Commissioners' Meeting Minutes

The minutes for January 31 and February 7, 2013, were approved by unanimous consent.

Frederick County Government and The City of Frederick Public Safety Answering Point Memorandum of Agreement (MOA) – Jack Markey, Emergency Management Division

Mr. Markey; Chief Thomas Ledwell, Frederick Police Department (FPD); Mr. Chip Jewell, Emergency Management Division; and Mr. Steve Haller, consultant with FPD, presented the MOA between the City of Frederick and Frederick County to enable the co-location of the FPD communications staff at the Law Enforcement Center along with the county and state emergency communications staff.

Motion to approve the MOA as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray		X	X			
Delauter			X			

Memorandum of Understanding (MOU) (Eaglehead – Aspen North Water and Sewer Easement Maintenance Requirements) – Kevin Demosky, Utilities and Solid Waste Management Division

Mr. Demosky briefed the Board on a proposed MOU with the Lake Linganore Association regarding additional costs related to repairs involving water and sewer within areas where pervious or porous pavement is planned to be installed.

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, FEBRUARY 21, 2013**

Motion to approve the MOU as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray		X	X			
Delauter			X			

(Commissioner Delauter left the room.)

Resolution to Revise Certain Items on Utilities and Solid Waste Management Division's Water and Sewer Fees Schedule – Rod Winebrenner and Brenda Teach, Utilities and Solid Waste Division (DUSWM)

DUSWM staff presented the proposed resolution to amend certain water/sewer design review and inspection fees as well as the penalties for tampering with water metering facilities or equipment.

Motion to approve and adopt the resolution – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve		X	X			
Gray			X			
Delauter						X

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

(Commissioner Delauter returned to the room and Commissioner Gray left the room.)

Grant Proposal to the Chesapeake Regional Information System for our Patients (CRISP) – Robert Aims, Citizens Care and Rehabilitation Center (CCRC) / Montevue Assisted Living and Pat Fleet, Office of the County Manager

Mr. Aims and Ms. Fleet presented a grant proposal for CCRC.

Motion to approve the grant proposal as presented; to administratively process the necessary document for execution by the Board president; and if the grant is awarded, accept the award and any required budget transfers – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve		X	X			
Gray						X
Delauter			X			

(Commissioner Gray returned to the room.)

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, FEBRUARY 21, 2013**

**Chesapeake Conservation Corps (CCC) Volunteer Application – Shannon Moore,
Community Development Division**

Ms. Moore and Mr. Soter, Community Development Division, indicated the CCC would provide the county with a full-time program assistant to serve with the Office of Sustainability and Environmental Resources. They noted there was no direct impact to the county's general fund associated with the request.

Motion to approve the application for a year 4 CCC volunteer from the Chesapeake Bay Trust and authorize Ms. Moore to sign as the legal applicant director – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young	X		X			
Smith		X	X			
Shreve			X			
Gray			X			
Delauter			X			

**Formulate the Proposed FY 2014-2019 Capital Improvements Program – Kelly Weaver,
Budget Office, Office of the County Manager**

Ms. Weaver briefed the Board on the changes that have been made to the draft CIP.

The Walkersville Library project was discussed. Burgess Ralph Whitmore and Ms. Gloria Rollins, Town of Walkersville; Mr. Darrell Batson, Frederick County Public Libraries; and Mr. Chuck Nipe and Mr. Wayne Roach, Public Works Division, commented on the project. It was noted Mr. Batson would work with the Town of Walkersville and the Board of Education regarding the library project.

Motion to send the draft CIP to public hearing with recommended changes – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young	X		X			
Smith		X	X			
Shreve			X			
Gray			X			
Delauter			X			

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

Mr. Mathias and Mr. Cherney briefed the Board on the issues before the Frederick County delegation members.

COMMISSIONER COMMENTS

None.

PUBLIC COMMENTS

None.

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, FEBRUARY 21, 2013**

QUESTIONS – PRESS

None.

The meeting adjourned at 12:25 p.m.

Patricia Morrow
Recording Secretary