

BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES FOR THURSDAY, APRIL 25, 2013

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, (“Board”) for Thursday, April 25, 2013, at 9:30 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.

MOTION TO GO INTO CLOSED SESSION/ADMINISTRATIVE FUNCTION

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.

Topic: To discuss the impact of potential budgetary decisions on individual county employees.

Motion to go into closed session – Passed 5-0.

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

Commissioner Blaine R. Young, *President*, reconvened a meeting of the Board of County Commissioners of Frederick County, Maryland, (“Board”) for Thursday, April 25, 2013, at 10:25 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 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.

The National Anthem was played by the Frederick High School Band.

Proclamation – Frederick High School Band 100th Anniversary

The Board recognized Frederick High School Band’s 100th Anniversary.

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
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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.

Approval of Minutes

Motion to approve the minutes for April 11 and April 16, 2013 – Passed 4-0-1

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

PUBLIC COMMENTS

None.

CONSENT AGENDA

The following items were considered on the consent agenda:

- Purchasing Memo #13-121 – Bid # 13-CP-06 - Rosemont Water Line Replacement Project and Attached Budget Transfer
- #BT-13-152, Parks and Recreation Division
- School Construction Amendment - #13-07 and BT-13-151
- FY 2014 Governor's Office of Crime Control and Prevention – Domestic Violence Unit Program Grant Application
- Friends of Meals on Wheels Grant Application

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

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

AGENDA BRIEFING

Commissioner Young noted the Board would hold a public hearing on Thursday, May 2 at 10:00 a.m. on a petition to alter Ijamsville Road.

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WORKSESSION

Discussion Regarding the Affordable Housing Council (AHC) – Jenny Short, Citizens Services Division and Craig Tyler and Ryan Trout, Affordable Housing Council

Ms. Short, Mr. Tyler and Mr. Trout presented the proposed revisions to the bylaws. They also noted the role of the AHC would be: education outreach and collaboration; and to provide recommendations to the Board on policies and laws that would present barriers to the creation of affordable housing.

Motion to approve the continuation of the AHC as a county appointed council and approve the proposed changes to the bylaws – Passed 5-0.

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

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

Advisory Plumbing Board

Motion to reappoint Mr. Rusty Strine to serve a new four-year term that would take effect July 1, 2013, and expire June 30, 2017 – Passed 5-0.

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

Commission for Women

Motion to reappoint Ms. Olga Hernandez-Smith to serve a new three-year term that would take effect July 1, 2013, and expire June 30, 2016; and to appoint Ms. Marcela Perez to serve a three-year term that would take effect July 1, 2013, and expire June 30, 2016 - Passed 5-0.

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

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
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Monocacy Scenic River Citizens Advisory Board

Motion to reappoint Mr. Bill Hensley to serve a new four-year term that would take effect July 29, 2013, and expire July 30, 2017 – Passed 5-0.

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

Parks and Recreation Commission

Motion to appoint Mr. Jamie Rose to serve a term that would expire June 30, 2015 – Passed 4-1.

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

Technology Council of Frederick County

Motion to reappoint Mr. Neil Fay to serve a new four-year term that would take effect July 1, 2013, and expire June 30, 2017 – Passed 5-0.

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

ADMINISTRATIVE BUSINESS

Bid Award – Purchasing Memo #13-093 – To Provide Bioxide Hydrogen Sulfide and Odor Control Chemical at Various Utilities and Solid Waste Division Locations (Sole Source Contract) – Diane George, Finance Division

Motion to approve Purchasing Memo #13-093 as presented – Passed 5-0.

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

BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES FOR THURSDAY, APRIL 25, 2013

Proposed New Lease for Libertytown Farmland Property – Paul Dial and Paul Hanyok, Parks and Recreation Division

Mr. Dial and Mr. Hanyok presented the agricultural lease for 29 acres of cropland in Libertytown.

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

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

Proposed New Lease for Robin Meadows Farmland Property – Paul Dial and Paul Hanyok, Parks and Recreation Division

Mr. Dial and Mr. Hanyok presented the agricultural lease for 15 acres of cropland in Robin Meadows.

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

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

Request for a Letter of Support to Accompany a Grant Application from the Maryland School for the Deaf (MSD) – Commissioner Blaine Young

Commissioner Young presented a request from Mr. Chad Baker, Museum Director for MSD, to send a letter of support of the MSD Foundation’s grant to the Star Spangled 200 Bicentennial Committee to conserve a cannon from the War of 1812 and to build a replica naval carriage to display the cannon at the Barracks on the campus of the MSD.

Motion to approve sending a letter supporting the Maryland School for the Deaf Foundation’s grant application – Passed 5-0.

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

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
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**Walkersville Library Capital Improvements Program (CIP) Discussion – Kelly Weaver,
Budget Office, Office of the County Manager**

Ms. Weaver briefed the Board on the background regarding the delays in the CIP construction funding for the library project. She noted that the impact fee study is currently being reviewed and updated and staff would like to confer with an outside consultant for clarification of several assumptions. The results would be presented to the Board when complete.

By unanimous consent, the Walkersville Library would remain in the FY 2017 CIP and re-evaluated during the next CIP cycle. (Commissioner Gray requested to move the re-design to FY 2015 and construction to FY 2016). By unanimous consent the library impact fees would continue to be collected.

COMMISSIONER COMMENTS

None.

PUBLIC COMMENTS

None.

QUESTIONS – PRESS

None.

ADJOURN

The meeting adjourned at 11:50 a.m.

Patricia Morrow
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, APRIL 25, 2013**

**FORM OF STATEMENT FOR
CLOSING THE MEETING OF THURSDAY, APRIL 25, 2013**

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.

Motion:

Upon a motion by Commissioner Smith, seconded by Commissioner Shreve, the Board voted 5-0, 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.

Time and Location:

9:30 a.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To discuss the impact of potential budgetary decisions on individual county employees.

Patti Morrow
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, APRIL 25, 2013**

**FORM OF STATEMENT FOR MINUTES OF NEXT OPEN MEETING
ON THURSDAY, APRIL 25, 2013,
FOLLOWING THE CLOSED MEETING OF THURSDAY, APRIL 25, 2013**

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.

Motion:

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Time and Location:

9:20 a.m. – Third Floor Meeting Room, Winchester Hall

Others in Attendance:

L. Depies, J. Mathias, M. Hose, R. Howell, T. Owens

Topic Discussed:

To discuss the impact of potential budgetary decisions on individual county employees.

Action Taken:

The Board gave direction to staff to reorganize a division and thereby eliminate a county position.

Patti Morrow
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, APRIL 25, 2013**

**FORM OF STATEMENT FOR
CLOSING THE MEETING OF THURSDAY, APRIL 25, 2013**

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

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Motion:

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Time and Location:

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

Topic to be Discussed:

To consider a transition plan within a county division and its impact on individual county employees.

Patti Morrow
Recording Secretary

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, APRIL 25, 2013**

**FORM OF STATEMENT FOR MINUTES OF NEXT OPEN MEETING
ON THURSDAY, MAY 2, 2013,
FOLLOWING THE CLOSED MEETING OF THURSDAY, APRIL 25, 2013**

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.

Motion:

Upon a motion by Commissioner Smith, seconded by Commissioner Shreve, the Board voted 5-0, 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.

Time and Location:

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

Others in Attendance:

L. Depies, J. Mathias, M. Hose

Topic Discussed:

To consider a transition plan within a county division and its impact on individual county employees.

Action Taken:

The Board authorized staff to implement a transition plan for a county division.

Patti Morrow
Recording Secretary