

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, JUNE 13, 2013**

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, (“Board”) for Thursday, June 13, 2013, at 10:00 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 an invocation followed by the recitation of the Pledge of Allegiance.

Certificate of Recognition to Courthouse Sculptor Joseph Saunders

The Board recognized Mr. Saunders for his artistic contributions to the Frederick County Courthouse.

Business Recognition – Aspire Boutique

The Board recognized the Aspire Boutique for its contributions to the community.

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 Lori Depies, Office of the County Manager

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

Ms. Depies clarified some comments that were made on the Board of Education budget.

Approval of Minutes

The May 16 and 21, 2013, minutes were approved by unanimous consent.

PUBLIC COMMENTS

None.

CONSENT AGENDA

The following items were considered on the consent agenda:

- Purchasing Memo #13-165 – Library Materials Supplier for Frederick County Public Libraries
- #BT-13-175, Fire and Rescue Services Division
- Maryland Access Point Grant Application

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- FY 2014 Community Partnership Agreement Grant Application
- FY 2014 Home Visiting 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			
Gray		X	X			
Delauter			X			

AGENDA BRIEFING

Commissioner Young noted the Board would hold the following public hearings on Tuesday, June 18 at 7:00 p.m.:

- Rezoning Case #R-12-01, Oakdale Investments, LLC
- Developer Rights and Responsibilities Agreement, Oakdale Investments, LLC;

and the following public hearings on Thursday, June 20 at 10:00 a.m.:

- To Consider the Abolishment of the Fire Tax Districts
- 2013 Spring Cycle of Water and Sewerage Amendments
- Amendment to the Frederick County Code 1-8-411 – Extend the Expiration of the Downtown Frederick Arts and Entertainment Property Tax

WORKSESSION

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

Agricultural Preservation Advisory Board

There were no public comments received.

Motion to approve the reappointment of Mr. Richard Grossnickle to serve a five-year term to become effective July 1, 2013, and to expire June 30, 2018, and the appointment of Mr. Sam Tressler to serve a term to expire June 30, 2013, and to serve a full five-year term to become effective July 1, 2013, and to expire June 30, 2018 – Passed 5-0.

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

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Agriculture Business Council

There were no public comments received.

Motion to reappoint Mr. Richard Climer, Mr. Greg Clabaugh, and Ms. Christine Demas to serve three-year terms to become effective July 1, 2013, and to expire June 30, 2016, and the appointment of Mr. Brian House to serve a term to expire June 30, 2015 – Passed 5-0.

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

Historic Preservation Commission

There were no public comments received.

Motion to appoint Ms. Jennifer Grove to serve a term to expire June 30, 2014 – Passed 5-0.

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

Roads Board

There were no public comments received.

Motion to reappoint Mr. W. Peter Pearre to serve a five-year term effective July 1, 2013, and to expire June 30, 2018 – Passed 5-0.

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

Prepaid Card Solution for Payroll Disbursements – Erin White, Finance Division

Ms. White presented a request to make prepaid cards a mandatory payment alternative to pay employees who currently receive paper checks. It was noted the implementation of this program would require revisions to state law and would need to be included in the 2014 legislative package.

There were no public comments.

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Motion to approve the inclusion in the 2014 legislative package – Passed 4-1.

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

ADMINISTRATIVE BUSINESS

Bid Award – Purchasing Memo #13-159, Subscriptions to Electronic Databases for the Frederick County Public Libraries (Sole Source) – Diane George, Finance Division

Motion to approve Purchasing Memo #13-159 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			

Present for Signature Purposes – Rezoning Amendment #R-00-02(A) – Westview South MXD (Public Hearing Held 5/21/13) – John Mathias, Office of the County Attorney

Mr. Mathias presented the ordinance regarding Rezoning Amendment #R-00-02(A) for signature.

No action was taken.

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

Present for Signature Purposes – Development Rights and Responsibilities Agreement – Westview South MXD (Public Hearing Held 5/21/13) – Eric Soter, Community Development Division and Kathy Mitchell, Office of the County Attorney

Ms. Mitchell and Mr. Soter presented the DRRA agreement for the Westview South MXD for Commissioner Young's signature.

No action was taken.

Present for Signature Purposes – Development Rights and Responsibilities Agreement – Urbana-Natelli Projects (Public Hearing Held 6/4/13) – Eric Soter, Community Development Division and Kathy Mitchell, Office of the County Attorney

Ms. Mitchell and Mr. Soter presented the DRRA agreement for the Urbana / Natelli projects for Commissioner Young's signature.

No action was taken.

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Downtown Frederick Partnership Artomatic Building User Fee Waiver Request and Alcohol Policy Discussion – Crystal Chamberlain, Public Works Division

Ms. Chamberlain and Mr. Chuck Nipe, Public Works Division, presented the building fee waiver request for 117 East Church Street building. It was noted the Board of Education (BOE) approved the same request for the BOE building located at 115 East Church Street.

Motion to approve the fee waiver request 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			

*Motion to create a pilot project to allow the use of alcohol during the specific event and to request staff come back with a recommendation for various county facilities regarding the use of alcohol was **withdrawn**.*

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

Motion to amend the Facility Use of Frederick County Buildings Policy No. 12-52 regarding alcohol use by creating a special exception for the Downtown Frederick Partnership Artomatic event and direct staff to provide analysis on the creation of special exceptions for certain events regarding alcohol use – Passed 4-1.

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

Clean Chesapeake Coalition (CCC) Update – Commissioner C. Paul Smith

Commissioner Smith updated the Board on the CCC.

Motion to approve the authorization of \$25,000.00 as Frederick County’s share of the funding request from the CCC. It was noted the \$25,000 would come from the FY 2013 Contingency Fund – Passed 5-0.

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

(Commissioner Young passed the gavel to Commissioner Smith and left the room.)

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Business Updates – Helen Riddle, Community Development Division

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

No action was taken as this item was informational.

Updates from the County Commissioners' Liaison – Dave Dunn, Office of the County Manager

Mr. Dunn presented the updates.

No action was taken as this item was informational.

(Commissioner Smith passed the gavel to Commissioner Young who returned to the meeting.)

COMMISSIONER COMMENTS

Commissioners Smith and Gray provided comments.

PUBLIC COMMENTS

- Doug Myers, Chesapeake Bay Foundation
- Tom Volper, Chesapeake Bay Foundation

QUESTIONS – PRESS

None.

ADJOURN

The meeting adjourned at 12:30 p.m.

Patricia Morrow
Recording Secretary