

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES  
FOR THURSDAY, SEPTEMBER 19, 2013**

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, (“Board”) for Thursday, September 19, 2013, at 10:00 a.m. at Winchester Hall. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray, and Kirby Delauter. Also present was 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.

**Proclamation – Hispanic Heritage Month**

The Board proclaimed September 15 – October 15 as Hispanic Heritage Month in Frederick County.

**Commissioner Comments**

Comments were provided by the Board.

**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.

**PUBLIC COMMENTS**

None.

**Approval of Minutes**

By unanimous consent the Board approved the September 12, 2013, minutes.

**CONSENT AGENDA**

The following items were considered on the consent agenda:

- Purchasing Memo #14-042 – Patching and Repair of Various Frederick County Roadways
- #BT-14-042, Engineering and Construction Management, Public Works Division
- #BT-14-043, Montevue Assisted Living
- Sheriff’s Office - FFY 2014 Child Support Enforcement Cooperative Reimbursement Agreement Application
- State’s Attorney’s Office – FFY 2014 Child Support Cooperative Reimbursement Agreement
- Security Enhancement Grant for the Circuit Court and Associated Budget Transfers

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*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			
Delauter		X	X			

**PUBLIC HEARING**

**Proposed Changes to the Frederick County Personnel Rules – Mitch Hose and Sophia Dobransky, Human Resources Division**

A public hearing was held, as duly advertised, on the proposed changes to the Frederick County Personnel Rules.

Ms. Dobransky presented the proposed changes to the rules.

There was no public comment.

No action was taken by the Board as this public hearing was for the benefit to receive public comments. The Board will make a decision at their administrative business meeting scheduled for Thursday, October 3.

**AGENDA BRIEFING**

Commissioner Young noted the Board would hold a public hearing on Thursday, September 26 at 10:00 a.m. to consider an ordinance to revise Chapter 1-21 of the Frederick County Code (Forest Resource Ordinance).

**WORKSESSION**

**Annual Maryland Department of Transportation Fall Tour Briefing and Interim Highway Priorities – Ron Burns and Jim Gugel, Community Development Division**

Also present for the discussion were Mr. Dave Coyne and Mr. John Thomas, State Highway Administration.

Public comment was heard from:

- Delegate Kathy Afzali, District 4A
- Frank Chiaramonte
- Lisa Kokol
- Rusty Gallagher
- Annette Breiling
- The City of Frederick Alderman Carol Krimm

*The Board concurred with the staff presentation and supported including the Libertytown streetscape in the priority listing.*

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

Human Relations Commission (HRC)

Ms. Angela Spencer, Chair, HRC, commented on the appointments.

There was no public comment.

*Motion to appoint Ms. Annette Breiling to serve a term to expire June 30, 2014, and Ms. Irene Packer-Halsey to serve a term to expire June 30, 2016 – 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 meeting.)

Sustainability Commission

There was no public comment.

*Motion to appoint Ms. Debra Turnell to serve a term to expire June 30, 2016 – Passed 4-0.*

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

(Commissioner Delauter returned to the meeting.)

Workforce Development Board

There was no public comment.

*Motion to appoint Ms. Nancy Rogan to serve a term to expire June 30, 2017 – Passed 5-0.*

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

(The Board took a break at 11:30 a.m. and resumed the meeting at 11:40 a.m. Commissioner Gray returned at 11:45 a.m.)

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**ADMINISTRATIVE BUSINESS**

Purchasing Memo #14-044, Construction Inspection and Management Services for Buildings, National Pollution Discharge Elimination System (NPDES), and Parkland Development (IDQ Contract) and Purchasing Memo #14-045, Adult Detention Center Door Control System Upgrade

*Motion to approve Purchasing Memos #14-044 and #14-045 as presented – Passed 4-0.*

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

**FY 2012 – 2014 Frederick County Agricultural Land Preservation Program (Program) – Annual Certification Report – Anne Bradley, Community Development Division**

Ms. Bradley presented the interim report that outlined the funding and expenditures of the program for FY 2012 – 2013, as well as an evaluation of the accomplishments and goals of the program. It was noted the Agricultural Preservation Advisory Board recommended approval of the report.

*Motion to approve the report – Passed 5-0.*

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

**Acceptance of Road Dedication of Feldspar Road – Beth Ramacciotti, Utilities and Solid Waste Management Division**

Ms. Ramacciotti presented the request to approve the acceptance of areas of Feldspar Road that would be necessary for the completion of a public project.

*Motion to accept the area of Feldspar Road dedicated to public use and identified on the Fountaindale South plat recorded in Plat Book 10, Page 165 – Passed 5-0.*

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

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**FY 2015 – FY 2020 Capital Improvements Program (CIP) Calendar, Policies and  
Direction – Kelly Weaver, Budget Office, Office of the County Manager**

Ms. Weaver presented the calendar, policies and direction. She indicated this was the first step in the CIP process.

*Motion to approve the FY 2015-2020 CIP Calendar, CIP Policies, and the proposed construction cost adjustment factors to be utilized in the development of CIP project requests – Passed 5-0.*

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

**COMMISSIONER COMMENTS**

None.

**PUBLIC COMMENTS**

None.

**QUESTIONS – PRESS**

None.

**CLOSED SESSION**

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.

**Topic** – To consider the acquisition of an interest in real property.

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

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

**ADJOURN**

The meeting adjourned at 12:00 p.m.

Patricia Morrow  
Recording Secretary

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**FORM OF STATEMENT FOR  
CLOSING THE MEETING OF THURSDAY, SEPTEMBER 19, 2013**

**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.

**Motion:**

Upon a motion by Commissioner Smith, seconded by Commissioner Delauter, the Board voted 5-0 to go into closed session under the 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.

**Time and Location:**

12:05 p.m. – Third Floor Meeting Room, Winchester Hall

**Topic to be Discussed:**

To consider the acquisition of an interest in real property.

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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, SEPTEMBER 26, 2013,  
FOLLOWING THE CLOSED MEETING OF THURSDAY, SEPTEMBER 19, 2013**

**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.

**Motion:**

Upon a motion by Commissioner Smith, seconded by Commissioner Delauter, the Board voted 5-0 to go into closed session under the 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.

**Time and Location:**

12:05 p.m. – Third Floor Meeting Room, Winchester Hall

**Others in Attendance:**

J. Mathias, R. McCain, C. Nipe, J. Stitt, R. Santangelo

**Topic Discussed:**

To consider the acquisition of an interest in real property.

**Action Taken:**

The Board authorized the execution of the agreement.

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Patricia Morrow  
Recording Secretary