

**COUNTY COUNCIL OF FREDERICK COUNTY  
MEETING MINUTES  
Tuesday, November 7, 2023**

Council Members Mason Carter, Jerry Donald, Kavonte Duckett, M.C. Keegan-Ayer, Renee Knapp, Steve McKay, and Brad Young were present for the meeting.

Also present were Catherine Keller, Assistant County Attorney; Ragen Cherney, County Council Chief of Staff; Nancy Luna, Executive Assistant, County Council; and Abby Boroughs, Administrative Assistant, County Council.

Council President Brad Young called the meeting to order at 5:30 p.m.

**Opening Statement from Council President Brad Young**

Council President Brad Young provided an opening statement at the start of the meeting. Included in that statement was a welcome to the Legislative Day for Tuesday, November 7, 2023, and information on how to watch and participate in the meeting.

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

Council President Brad Young asked staff to call role and a quorum was established.

**Action on the Agenda**

*Council Member Renee Knapp moved to approve the agenda for 11/7/2023 as presented. Council Member Jerry Donald seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Public Comment**

Public Comment was heard from:

- Vladimir Toltskiy

With no further comments, Council President Brad Young closed Public Comment.

**Approval of Minutes**

*Council Member M.C. Keegan-Ayer moved to approve the minutes from 10/17, 10/24, and 10/24 confidential closed session minutes, 2023 as presented. Council Member*

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*Renee Knapp seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Motion to Unseal 10/24 Confidential Closed Session Minutes**

*Council Member Mason Carter moved to unseal the confidential closed session minutes from 10/24/2023. Council Member Steve McKay seconded the motion that failed 2-5, with Council Members Jerry Donald, Vice President Kavonté Duckett, M.C. Keegan-Ayer, Renee Knapp, and President Brad Young opposed.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald		X	
District 2 – McKay	X		
District 3 – Keegan-Ayer		X	
District 4– Duckett		X	
District 5 – Carter	X		
At Large – Knapp		X	
Presiding Officer – Young		X	

**Budget Adjustments**

*Council Member Steve McKay moved to approve the following budget adjustments:*

- J-24-097 – Division of Housing
- J-24-102 – Family Partnership, Division of Family Services
- J-24-108 – Frederick County Public Libraries
- J-24-107 – Emergency Preparedness, Division of Emergency Management
- J-24-112 – Office for Children and Families, Division of Family Services

*Council Member Mason Carter seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present

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District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Confirmation of the County Executive's Appointments to Frederick County Boards and Commissions** – Joyce Grossnickle, Administrative Office, Office of the County Executive

*Council Member Renee Knapp moved to confirm the County Executive's appointment of Matthew Toms to the Agricultural Preservation Advisory Board to terms as described by staff. Council Member Steve McKay seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

*Council Member Renee Knapp moved to confirm the County Executive's appointment of Emma Jagoz and Brittany Sanders to the Agriculture Business Council to terms as described by staff. Council Member Jerry Donald seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

*Council Member Jerry Donald moved to confirm the County Executive's appointment of Timothy Brady, Barry Salisbury, Allen Daytner, Alexander DuFour, Amanda Kirk, Shayne Boucher, Adnan Mamoon, and Elisabeth Rood to the Bicycle and Pedestrian Advisory Commission to terms as described by staff. Council Member Renee Knapp*

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*seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

*Council Member Renee Knapp moved to confirm the County Executive's appointment of Cassandra Day and Jenifer Zimmer to the Social Services Advisory Board to terms as described by staff. Council Member Jerry Donald seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

*Council Member Renee Knapp moved to confirm the County Executive's appointment of Benjamin Sowers to the Soil Conservation District Board to terms as described by staff. Council Member Jerry Donald seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Confirmation of County Executive's Designee to the Frederick County Planning Commission** – John Peterson, Chief Administrative Officer

*Council Member M.C. Keegan-Ayer moved to confirm the County Executive's*



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*appointment of Mark Long to the position of Designee to the Frederick County Planning Commission. Council Member Renee Knapp seconded the motion that passed 6-1, with Council Vice President Kavonté Duckett opposed.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett		X	
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Confirmation of Council Member and Alternate to the Maryland Association of Counties (MACo) 2024 Legislative Committee** – Council President Brad Young

*Council Member Jerry Donald moved to confirm the appointment of M.C. Keegan-Ayer and Vice President Kavonté Duckett to serve as Council Member and alternate Council Member on the Maryland Association of Counties (MACo) 2024 Legislative Committee. Council Member Renee Knapp seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Review of The Final Draft of the 2024 Legislative Package** – Victoria Venable, County Executive's Office

*Council Member Steve McKay moved to approve the final draft of the 2024 legislative package. Council Member Renee Knapp seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		

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District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Payment in Lieu of Tax Agreement - Overlook East Associates, LLC Resolution -**  
Susan Brown, Director, Operations-Housing, Division of Housing

*Council Member M.C. Keegan-Ayer moved to approve the Payment in Lieu of Tax Agreement – Overlook East Associates, LLC Resolution to build overlook appointments and adopt the resolution connected to the staff report. Council Member Renee Knapp seconded the motion that passed 5-2, with Council Members Mason Carter and Vice President Kavonté Duckett opposed.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett		X	
District 5 – Carter		X	
At Large – Knapp	X		
Presiding Officer – Young	X		

**Montevue and Service Coordination Model Update** – John Peterson, Frederick County Chief Administrative Officer, Daniel Lewis, Chief Financial Officer, & Leslie Barnes-Keating, Deputy Chief Financial Officer

John Peterson, Daniel Lewis, and Leslie Barnes-Keating briefed the Council on the Montevue and Service Coordination Model Update.

**First Reading Calendar:**

- a) Daycare Providers Tax Credit – Council Member Renee Knapp

Council Member Renee Knapp introduced a bill titled Daycare Providers Tax Credit.

**Third Reading Calendar:**

- a) Amended Bill 23-18 - Establish a Rustic Roads Commission through Amendments to the Frederick County, Maryland Code of Ordinances, Ch. 1-15, Roads & Bridges - Council President Brad Young on behalf of the County Executive

*Council Member Steve McKay moved to approve Bill 23-18 – Establish a Rustic Roads*

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*Commission. Council Vice President Kavonté Duckett seconded the motion that passed 7-0.*

Council Members	Aye	Nay	Absent/ Abstain/ Present
District 1 – Donald	X		
District 2 – McKay	X		
District 3 – Keegan-Ayer	X		
District 4– Duckett	X		
District 5 – Carter	X		
At Large – Knapp	X		
Presiding Officer – Young	X		

**Second Reading Calendar:**

- a) Bill 23-21 - Amendments to Ch. 1-19 of the Frederick County Code, Zoning Ordinance - Add Cannabis Dispensary, Cannabis Growing Facility, and Cannabis Processing Facility - Mike Wilkins, Director, Department of Development Review and Planning, Division of Planning and Permitting

Public Comment was heard from:

- None.

With no further comments, Council President Brad Young closed Public Comment.

**Public Comment**

Public Comment was heard from:

- None.

With no further comments, Council President Brad Young closed Public Comment.

**Council Member Comments**

Council Member comments were provided.

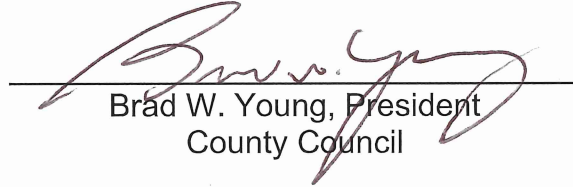
**Upcoming Meetings**

- Tuesday, November 14, 2023 – Workshop
- Tuesday, November 21, 2023 – Legislative Day

**Adjourn**

The meeting adjourned at 7:21 p.m.

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Brad W. Young, President  
County Council