

BOONSBORO MAYOR AND COUNCIL

APRIL 11, 2022

PUBLIC HEARING - 6:30 PM

BNRZ 2022-01; Rezoning Map Amendment Request for M0073/P0013, Lot 1 Old National Pike from Suburban Residential to General Commercial

The Boonsboro Mayor and Council held a Public Hearing as duly advertised on Monday, April 11, 2022 in the Meeting Chambers of the Charles F. Kauffman Building. In attendance were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Ray Hanson, Terri Hollingshead, Tony Nally and Rick Weaver. Also present were Town Manager Paul Mantello, Town Planner Reiley Stanley and Office Manager Kimberly Miller.

Mayor Long opened the Public Hearing at 6:30 PM for the purpose of receiving public input, either in support of or in opposition of BNRZ 2022-01; *Rezoning Map Amendment Request for M0073/P0013, Lot 1 Old National Pike from Suburban Residential to General Commercial.*

Town Planner Stanley presented the Rezoning Map Amendment Request for M0073/P0013, Lot 1 Old National Pike from Suburban Residential (SR) to General Commercial (GC). Town Planner Stanley stated, per the Comprehensive Plan, that commercial development in certain areas of Town is encouraged.

Mayor Long opened the floor for public comment. No citizen comments were received.

Hearing no further comments, **Motion** by Council Member Nally, second by Council Member Hollingshead to adjourn the Public Hearing at 6:35PM. ***Motion carried.***

Respectfully submitted,

Kimberly A. Miller, Office Manager

BOONSBORO MAYOR AND COUNCIL
REGULAR MEETING MINUTES
Monday, April 11, 2022

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, April 11, 2022 in the Meeting Chambers. The Meeting was streamed via GoToMeeting. In attendance were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Ray Hanson, Terri Hollingshead, Tony Nally and Ricky Weaver. Also present were Town Manager Paul Mantello, Office Manager Kimberly Miller, Town Planner Reiley Stanley, Police Chief Kevin Morgan and Police Administrative Assistant Amy Rudy. The meeting convened at 7:00PM with the pledge and invocation offered by Mayor Long.

REVIEW AND APPROVAL OF MEETING MINUTES and TREASURER’S REPORT

- **Motion** by Council Member Kerns, second by Assistant Mayor Byrd to approve the **March 14, 2022 Regular Meeting Minutes. Motion carried.**
- **Motion** by Council Member Hollingshead, second by Assistant Mayor Byrd to approve the **March 2022 Treasurer’s Report. Motion carried.**
 - **Council Member Kerns** announced that she is resigning as Town Treasurer. Mayor Long thanked her for everything she has done for the Town. He stated that he is recommending the appointment of Council Member/Assistant Town Treasurer Tony Nally as the Town Treasurer. **Motion** by Council Member Kerns, second by Council Member Weaver to appoint Council Member Tony Nally as the Town Treasurer, with Council Member Nally abstaining. **Motion carried.**

GUEST

- **Farmer’s Market Invitation to Opening Day – Tuesday, May 3, 2022:** Farmer Market Manager Jen Raab, Social Media Specialist Leigh McFarland and Environmental Commission Member Kathy Vesely formally invited the Mayor and Council to attend the Opening Day of the 2022 Farmer’s Market. They stated that there are currently 14 full-time vendors and 5 part-time vendors, that there will be 2 food trucks every week as well as musical entertainment.
- **Park Board Annual Trout Fishing Derby:** Office Manger Miller stated that Park Board Member Rich Hawkins was slated to attend the Meeting but may have forgotten. She stated that current the Annual Trout Fishing Derby has been cancelled due to not being able to get fish from the Department of Natural Resources. She stated that she apologizes for not getting the fish request application turned into the Department of Natural Resources on time this year, but that it was during the time that her family was dealing with her mother-in-law’s sudden cancer diagnosis and passing and it was overlooked. She further stated that when she did get it submitted, Michael Anderson from DNR stated that unfortunately his boss was adamant about not accepting late applications, noting that they have turned so many other applications away and they can't make an exception for any one group in fear that the people who were already turned down would find out. Office Manger Miller stated that he did, however, provide her with a list of approved fish suppliers for the State of Maryland which turned out to be all out of state. She stated that the last that she heard, Rich Hawkins was attempting to find a fish supplier for the event, and she will keep the Council update as soon as she hears anything.

PRESENTATION

- **Chad Walker, National Pike Festival and James Shaull Wagon Train Foundation:** Chad Walker introduced himself and stated that he is visiting all of the Towns in Washington County that the 2022 Wagon Train will travel through. He stated that he has 3 requests for the Mayor and Council:
 - Stated that the National Pike Festival and James Shaull Wagon Train Foundation is requesting the permission to use Shafer Park on Sunday, May 22, 2022 as the end point of their journey. **Motion** by Council Member Kerns, second by Council Member Weaver to approve the use of Shafer Park for the Annual Wagon Trian Event on May 22, 2022. **Motion carried.**
 - Stated that this years Wagon Train event will cost the Foundation \$8,256.49 and that they are requesting that the Town donates \$250 from the Washington County Hotel Motel Tax to help offset the cost of their rental van for participants to travel in from the dropping points to starting points. **Motion**

by Council Member Hollingshead, second by Council Member Kerns to approve donating \$250 to the James Shaull Wagon Train Foundation. **Motion carried.**

- Requested that the Public Works staff check all of the manhole covers prior to the Wagon Train coming through Town, especially with the State Highway road work that is currently going on. Stated that loose manhole covers are a danger to the horses.
- **Charles Schwalbe, Board of Directors President, Boonsborough Museum of History:** Chuck Schwalbe, on behalf of the Boonsborough Museum of History, stated that he is requesting the donation of \$15,000 from the Town for Fiscal Year 2023. He stated that with the passing of Doug Bast, the Boonsborough Museum of History Board of Directors are implementing a plan to ensure the sustainability of the Museum. He stated that since the Museum is an attraction in Boonsboro and promises to become more popular, they are requesting funds to help implement the sustainability plan and build a working partnership with the Mayor and Council.

PUBLIC COMMENTS

Valarie Oliver, Smithsburg Candidate for Washington County Commissioner. Stated that she is a Republican candidate for County Commissioner and is attending all of the local Municipal Meetings to introduce herself.

Police Department Report – Chief Morgan. The Police Department received 69 calls for service, which included 66 motor vehicle violator contacts and 0 Parking Citations for the month of March 2022. There were 0 adult criminal arrests, 0 adult paper service arrests, 0 adult traffic arrests, and 0 juvenile arrests.

NEW BUSINESS

Appointment of Interim Town Clerk for Town Elections: Mayor Long formally appointed Office Manager Kimberly Miller as the Interim Town Clerk for the 2022 Town Election. **Motion** by Council Member Hollingshead, second by Council Member Kerns to appoint Kimberly Miller as the Interim Town Clerk. **Motion carried.**

Boonsboro Town Alliance – Establishing a 501c3 Committee of the Economic Development Commission: EDC Member Natoma Vargason attended the Meeting and discussed the newly formed Boonsboro Town Alliance. Ms. Vargason stated that the EDC met with the Town Attorney on April 7, 2022 to begin working through the process of establishing a 501c3 Committee and that they are working on creating a Mission Statement. She stated that they are looking for way to get more people in the community involved. Council Member Kerns stated that the Town Attorney fees should be paid from the EDC Budget to cover the costs incurred when meeting with them, and that the checks that the EDC has already collected for the Boonsboro Town Alliance could be held in the Restricted Funds Account until they have established their own checking account. **Motion** by Council Member Kerns, second by Council Member Nally to approve the deposit of the Boonsboro Town Alliance checks into the Town’s Restricted Funds Bank Account. **Motion carried.**

Economic Development Commission Request – Event Banners in Shafer Park: EDC Member Natoma Vargason, on behalf of the Economic Development Commission, presented the request to place two directional “tree signs” in the Shafer Park area. She stated that the signs will help people find local attractions and that they have received approval from the Park Board. She further stated that she would like to have access to the key to the informational kiosks in the Park so that she can keep the information in there up to date as well. **Motion** by Council Member Hollingshead, second by Council Member Weaver to approve the placing of the directional “tree signs” in Shafer Park. **Motion carried.**

- EDC Member Natoma Vargason stated that the Economic Development Commission would like to host a “Meet and Greet” for all of the Town Commissions to come together on a Thursday evening from 5pm to 7pm in either May or June of this year.

Zoning Map Amendment - Application Packet BNR222-02 and Staff Report: Town Planner Stanley stated that a Public Hearing was held this evening at 6:30pm and that no public comments were received. She stated that the Zoning Map Amendment will change the Morgan Property on Old National Pike from Suburban Residential (SR) to General Commercial (GC), noting that the reason for the request by the applicant is due to a mistake in the existing Zoning Classification. **Motion** by Council Member Hollingshead, second by Assistant Mayor Byrd to approve the Zoning Map Amendment BNR222-02. **Motion carried.**

Maryland 2021 Planning and Zoning Report: Town Planner Stanley, on behalf of the Planning Commission, presented the Maryland 2021 Planning and Zoning Annual Report, in accordance with the Land Use Article Section 1-207 of the Maryland Annotated Code. She stated that the Report will be published online and sent to the State.

Maryland General Assembly – 2022 Legislative Session Update: Town Manager Mantello provided the 2022 Legislative Session Update from Roger Manno, the Town's Lobbying Consultant, noting that the three priority funding requests have passed both the House and the Senate totaling \$1.35M in direct State funding (grant funding) with no match requirements.

- Reservoir Project \$1,00,000
- Sludge Dewatering Project \$150,000
- Chase Six Project \$200,000

He stated that he also received a 1-year Agreement at \$5,000 per month from Manno and Associates, LLC for the Fiscal Year 2023 Budget for continued consulting and lobbying before the Legislative and Executive branches of the Maryland Government. He further stated that he is working to try to reduce that monthly rate and will update the Mayor and Council.

Town Reservoir Replacement Project Update:

- **WRA's Slope Assessment & Monitoring:** Town Manager Mantello presented the Boonsboro Reservoir Slope Assessment and Monitoring Recommendations from Whitman, Requardt and Associates, LLC (WRA) dated March 3, 2022 for the Mayor and Councils review and input.
 - Western Slope: A shallow but long horizontal hole at the top of the slope and two bulges on the side of the western slope.
 - Southern Slope: A 15-foot wide dip at the top of the slope west of the staircase, an active animal burrow hole west of the staircase, soil sloughing from the crest to the middle of the slope east of the staircase, and erosion of both sides of the staircase with loose granular material on the surface.
 - Eastern Slope: A couple of shallow holes extending horizontally at the top of the slope and a 9-foot vegetated scarp with bulging underneath was identified. On this side, at the bottom of the slope, two wet patches of soil were identified.

Town Manager Mantello stated that the sinkholes, sloughing and bulging on the levee of the Reservoir were determined by MDE Dam Safety and WRA to be caused by groundhogs. He stated that WRA has been working on a remediation and monitoring plan that the Town can implement while design and construction are being completed, noting Public Works Superintendent Huntsberry has begun filling the holes with mud.

- **WRA's Dive Report:** Town Manager Mantello presented the Dive Inspection Field Report from Whitman, Requardt and Associates, LLC (WRA) dated March 31, 2022 for the Mayor and Councils review and input.
 - On March 18, 2022 the Frederick County Dive Team entered the Reservoir. During the first inspection, Commander Eaves led two divers into the reservoir. The live feed video was not working properly so communication was not possible while the inspection was occurring. During the initial dive, the team entered the Reservoir and started assessing the condition of the walls and floor. The team did an initial walk around but since the communication lines with the team's safety lookout on the outside were not working properly, the assessment was cut short. The team exited the Reservoir and reported seeing several sunken areas at the bottom located along the eastern and southern edges of the floor. Commander Eaves entered the Reservoir again by himself to get better footage and to perform dye tests at locations where the wall and floor had recessed and at the drain pipe which had a visible gap between the Hypalon liner and the pipe. The videos from the second dive show many cracks in the concrete liner, mainly in the east and south side walls and floor area adjacent to these sides. No substantial dips or cavities were observed along the walls. The sunken areas identified by the divers were observed along the eastern and southern sides of the Reservoir, where the walls meet the Reservoir floor; and are approximately 2 to 3 inches deep. Additionally, an approximately 4- to 6-inch gap was observed at the connection of the drain pipe and the floor. Based on the divers' observations and dye tests, the Hypalon liner appears to be in good condition with no visible cracks or holes, even over the depressions and cracks of the concrete liner.
 - The cracks and depressions in the concrete liner are not a concern due to the age of the Reservoir. These cracks do not appear to be a recent development as some of them were noted in the 1985 field report. Since the Hypalon liner appears to be in good condition along the Reservoir's walls and floor and there is no indication of cracks at or along the sunken areas, WRA anticipates that the embankments are well protected from water infiltrating the berms soil masses. As a temporary solution, WRA recommends the leak by the drain pipe and the gap in the seam adjacent to the inlet pipe be covered by tightly packed sandbags in order to lessen the current water loss. For a more permanent solution, the Reservoir would have to be drained and the liner patched in accordance with the manufacturer's instructions.

ARC Grant Award - Shafer Park Well Replacement Project: Town Manager Mantello, on behalf of the Boonsboro Municipal Utilities Commission, informed the Mayor and Council that the Town is waiting on the Department of Housing and Community

Development (DHCD) Agreement for the Appalachian Regional Commission (ARC) Matching Grant Award of \$100,000 for the Shafer Park Well Replacement Project, noting that the Project should start this Spring or early Summer.

Fiscal Year 2023 Congressionally Directed Spending Applications: Town Manager Mantello, on behalf of the Boonsboro Municipal Utilities Commission, informed the Mayor and Council that Environmental Protection Agency (EPA) has announced the development of a new regulation, Lead and Copper Rule Improvements (LCRI), to better protect communities from exposure to lead in drinking water with the compliance deadline to October 16, 2024. He stated that what this mean for the Town is that all lead and copper water pipes and joints must be replaced. He further stated that the Project will include the rerouting of water lines and the addition of pressure valves.

Invitations to participate in Boonsboro and Sharpsburg Memorial Day Parades: Mayor Long presented the invitation for the Council to participate in the Annual Boonsboro American Legion Post 10 Auxiliary Memorial Day Parade, which will be held on Sunday, May 29, 2022 with the wreath laying ceremony at 1:00PM and parade at 2:00PM. He stated that he will not be able to ride in the parade, but if the Council would like to, to please let Office Manager Miller know so that she can submit the information to the Legion. Mayor Long stated that the Council also received an invitation to participate in the 155th Annual Sharpsburg Memorial Day Parade on Saturday, May 28, 2022 at 2:00PM.

Council Member Kerns stated that in the past the Town donated to the Boonsboro American Legion Post 10's Annual Easter Egg Hunt in Shafer Park and that this year's event is on Saturday, April 16, 2022. She stated that she is recommending that the Town donate \$100. **Motion** by Council Member Kerns, second by Council Member Hollingshead to donate \$100 to the Boonsboro American Legion Post 10 Annual Easter Egg Hunt. **Motion carried.**

COMMISSION REPORTS

Park Board - Council Member Weaver. Meeting held on March 23, 2022. Discussions included updates on the Park Clean-Up Day, DNR tree planting near the High School and Waste Water Treatment Plant, updates on the Annual Fishing Derby, the Green Fest Swap and Recycling Event, the Wagon Train, Summer Concerts and Outdoor Movies and the Independence Day Celebration, updates on the Environmental Commission Community Garden Project, the approval of the request from the Economic Development Commission to place signs around the Park to advertise businesses and places of interest in Boonsboro, and the Fiscal Year 2023 Park Board Budget.

- Office Manager Miller stated that she has been in communication with Epic Pyrotechnics, the Town's fireworks company, since March 28, 2022 regarding the status of the fireworks. She stated that Epic Pyrotechnics reported that they do not have the fireworks and that they are currently located on a barge in the middle of the Pacific Ocean on their way from China. She stated that they will not know if the fireworks have been received until mid-May and that the price will increase by 40% for the scheduled 2022 show. She further stated that it is too late in the year to find a different company to shoot the fireworks and that no deposit has been given to Epic Pyrotechnics.

Boonsboro Municipal Utilities Commission – Council Member Nally. Meeting held on March 16, 2022. Discussions included the Drinking Water Reservoir Replacement Project, the American Rescue Plan Capital Planning Task Force Updates, the WWTP Sludge Dewatering Project Update, the Keedysville Booster Station Water Pressure Reduction Project Update, the Re-Advertising of the Public Works position, the WRA Advanced Metering Infrastructure Design Proposal, the trip to Annapolis Recap, the SERCAP Water and Sewer Rate Study and Implementation Plan, the Shafer Park Well Replacement Project, the MDE NPDES MS4 Annual Review and the EDU Survey Results.

Planning Commission – Assistant Mayor Byrd. Meeting held on March 22, 2022. Discussions included an update from Eric Kitchen on the American Rescue Plan Capital Planning Task Force Projects, the Rezoning of the Morgan Property on Old National Pike from Suburban Residential (SR) to General Commercial (GC), the Fletcher's Grove School Mitigation APFO and an update on the development of Battlefield Estates.

Economic Development Commission – Council Member Hanson. Networking Meeting held on March 17, 2022 at the American Legion. Budget Workshop Meeting held on April 7, 2022. Next Regular Meeting will be held on April 27, 2022 at 9:00am.

Environmental Commission – Council Member Hollingshead. Meeting held on March 8, 2022. Guest Presentation by Susan Simonson of the Antietam Conococheague Watershed Alliance. Discussions included the American Rescue Plan Submission Request, the Community Garden, the items for the April 2022 Town Newsletter and Subcommittee Reports.

Town Planner Report – R. Stanley

- Stated that she has nothing additional to report at this time

Town Manager Report – P. Mantello

- Stated that he has been working with Kathryn Gratton, of the Maryland Rural Development Corporation, on multiple grant opportunities for the Town
- State that he will be attending the April 2022 Park Board Meeting to discuss the 2022 Tree Giveaway

Motion by Council Member Hollingshead, second by Council Member Hanson to adjourn the Regular Meeting at 8:55PM.

Motion carried.

Respectfully submitted,

Kimberly Miller, Office Manager

BOONSBORO MAYOR AND COUNCIL

April 18, 2022

PUBLIC HEARING

6:30 PM

Fiscal Year 2023 Real Estate and Personal Property Tax Rates

The Boonsboro Mayor and Council held a Public Hearing as duly advertised on Monday, April 18, 2021 in the Meeting Chambers of the Charles F. Kauffman Building. The Meeting was streamed via GoToMeeting. In attendance were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Tony Nally, Marilee Kerns, Ray Hanson, Terri Hollingshead and Rick Weaver. Also present were Town Manager Paul Mantello and Office Manager Kimberly Miller.

Mayor Long opened the Public Hearing at 6:30PM for the purpose of receiving public input, either in support of or in opposition to the Fiscal Year 2023 Real Estate and Personal Property Tax Rates.

Council Member Kerns presented a **fair summary of the proposed** Fiscal Year 2023 Real Estate and Personal Property Tax Rates.

The Mayor and Council of the Town of Boonsboro proposes to increase Real Property Taxes.

- For the Tax Year beginning July 1, 2022, the estimated Real Property assessable base will increase by 3.73%, from \$338,183,395 to \$350,796,706.
- If the Town of Boonsboro maintains the current tax rate of \$0.3591 per \$100 of assessment, Real Property Tax Revenues will increase by 3.73% resulting in \$45,294 of new Real Property Tax Revenues.
- In order to fully offset the effect of increasing assessments, the Real Property Tax Rate should be reduced to \$0.3462, the Constant Yield Tax Rate.
- The Town of Boonsboro is considering not reducing its Real Property Tax Rate enough to fully offset increasing assessments. The Town proposes to adopt a Real Property Tax Rate of \$0.3591 per \$100 of assessment. This tax rate is 3.73% higher than the Constant Yield Tax Rate and will generate \$45,294 in additional Property Tax Revenues.

Mayor Long opened the floor for public comment and read the three comments submitted via email:

- **Barbara Wetzel, 112 Della Lane:** 1) Resident tax emails should go to staff emails, not MKerns, 2) An example appraisal/tax increase should be included in next year's notice, and 3) Better consideration should be given to the weight/inserts in mailers.
- **Linda Downs-Webb, 105 Fishing Creek (was present in audience as well):** I am opposed to the Town Property Tax Increase! I'm retired on a fixed income and cannot afford an increase! Most people are already struggling with Increases of the cost of living. The town needs to review its budget and find ways to cut cost and not raise taxes on the residence of Boonsboro.
- **David Matera, 218 Midlothian Way.** Asked that the Council provide a more detailed explanation of the Town's proposed Real Property Tax increase and what those tax dollars are allocated towards.

Motion by Council Member Hollingshead, second by Assistant Mayor Byrd to adjourn the Public Hearing at 6:57PM. **Motion carried.**

Respectfully submitted,

Kimberly A. Miller, Office Manager

BOONSBORO MAYOR AND COUNCIL
WORKSHOP MEETING MINUTES
Monday, April 25, 2022

The Mayor and Council of Boonsboro held their Workshop Meeting on Monday, April 25, 2022 in the Meeting Chambers to set the Regular Session Agenda for Monday, May 9, 2022. The Meeting was streamed via GoToMeeting. In attendance were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Ray Hanson, Terri Hollingshead, Marilee Kerns, Tony Nally and Ricky Weaver. Also present were Town Manager Paul Mantello, Town Planner Reiley Stanley, Office Manager Kimberly Miller and Police Chief Kevin Morgan. The meeting convened at 7:00PM.

CITIZEN COMMENTS

Brian Albert, *candidate for Sheriff of Washington County*, from Clear Spring. Stated that he is a native and lifelong resident of Washington County, with more than 28 years of law enforcement experience. Stated that he currently serves as the Assistant Director of the Washington County 9-1-1 Center, which I started in May 2019, and that he oversees the center’s operations and budget.

Police Department Update

- Stated that Officer Ryan Christman recently completed a 2-week training course in Sykesville on Defensive Tactics.
- Stated that the equipment has arrived for the new Police vehicle and that it will be on the road in about 2 weeks.
- Stated that the newly installed RadarSign speed signs are doing their job to slow traffic and are making a difference.

NEW BUSINESS

Manno & Associates LLC Contract Review and Renewal: Town Manager Mantello presented the proposed Consulting Agreement with Manno and Associates, LLC for a 2-month period of April through June 2022, for the Councils review and input, at the rate of \$3,000 per month. He stated that at the April Regular Meeting, Council discussed placing the Lobbying Agreement out for bids and he is recommending the approval of this Agreement based on the many Town Projects that Roger Manno is currently lobbying for including the Solar Array and the Maple Avenue/ Campus Drive / Chase Six Boulevard intersection. Town Manager Mantello presented the proposed Consulting Agreement for Fiscal Year 2023 as well for the Councils review and input at the rate of \$5,000 per month, noting that he feels that it is in the best interest of the Town to finish this Fiscal Year and continue with the next Fiscal Year. Council Member Kerns stated that our elected officials are supposed to lobby for the Towns, and that in accordance with the Town’s Procurement Policy, any expenditure over \$20,000 must be placed out for bids. She stated that the City of Hagerstown is paying their Lobbyist \$40,000. Town Manager Mantello stated that he does not plan on paying the FY2023 Agreement cost of \$60,000 and will work to have Mr. Manno reduce his rate. Council Member Nally stated that the Council needs to make a decision on what needs to be done moving forward into Fiscal Year 2023. Council Member Kerns and Hanson stated that the Consulting Agreement should be placed out for bids for the upcoming Fiscal Year based on the Town policies. Town Manger Mantello stated that it is not in our best interest to cut ties with Mr. Manno, noting that it is a very political business. Assistant Mayor Byrd stated that the Town should place the Consulting Agreement out for bids for Fiscal Year 2023 to follow policy but finish out Fiscal Year 2022 with Mr. Manno. Town Manager Mantello stated that the current Consulting Agreement ended on April 14, 2022 and that the new Agreement will cover the Town to the end of this Fiscal Year. **Motion** by Council Member Hanson, second by Council Member Nally to approve the Consulting Agreement with Manno and Associates, LLC for a 2-month period of April through June 2022 at the rate of \$3,000 per month, with Council Member Kerns opposing. **Motion** carried 5-1.

Sustainable Communities Application: Town Manger Mantello, on behalf of Kathryn Gratton, of the Maryland Rural Development Corporation, presented the Maryland **Department of Housing and Community Development (DHCD)** comments and general revisions for the *Sustainable Communities Designation Application and Resolution 2022-02; Local Government Resolution* for the Councils review and input. He stated that Resolution 2022-02 updates the wording from “Boonsboro” by inserting “Town of Boonsboro in Washington County.” **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve Resolution 2022-02; *Local Government Resolution*. **Motion** carried.

Chase Six Boulevard / Campus Drive Realignment and Intersection: Town Manager Mantello provided an update on the Chase Six Boulevard and Campus Drive Realignment and Intersection Project. He stated that staff met with Scott McIlwee, the owner of 202 Maple Avenue, who has agreed to the selling his property and demolishing of the house to assist with the realignment of Campus Avenue and the intersection with Chase Six Boulevard. He stated that they will be meeting with Mr. McIlwee on April 26, 2022 to discuss compensation for his property and the transfer of ownership of the property on the

other side of Campus Drive. He further stated that they will be meeting with the State Highway Administration to discuss the next steps that need to be taken to move the Project along.

Town Planner Report – R. Stanley

- Stated that she has an upcoming Board of Zoning Appeals case scheduled for May 17, 2022 for the newly rezoned parcel on Old National Pike near Eby's Garage. Stated that the BZA will be for a hardware store and storage units
- Stated that Superintendent Huntsberry and she met with the Fletcher's Grove Home Owner Association representatives to walk the development last week. Stated that there are many sidewalks that have 'dropped' and are need of repair. Stated that residents will have 1-year to repair the sidewalks

Town Manager Report – P. Mantello

- Stated that new hire Bryan Wachtel's start date is Monday, May 2, 2022 for the Town Clerk position. Stated that Al Martin has agreed to help with the training process the week of May 9, 2022, and that Weyrich, Cronin and Sorra, the Town accounting firm until June 30, 2022, will be send a representative to also help Mr. Wachtel transition into his new position
- Stated that he will be attending the Maryland Rural Water Association Conference on May 2 to May 4, 2022 at no cost to the Town because he is a Board Member
- Stated that the Frederick Dive Team will be making another dive at the Town Reservoir at 10:00am on May 4, 2022to install sand bags per WRA's instructions. Stated that he plans to have a notification memo prepared by this Wednesday for Town residents.
- Stated that Congressman David Trone will be visiting the Town Reservoir at 11:00am on May 5, 2022

Council Member Kerns reminded Council of the Open Meeting Act requirements to post all Agendas at least 24 hours prior to a meeting.

Council Member Weaver stated that his wife Christi and he have been working with the Washington County Health Department to bring "Washington Goes Purple" to Boonsboro again. He stated that based on lack of Law Enforcement staff, the Program can no longer go door-to-door to do the collection. He further stated that they plan to set up a tent near the Police Department and hold a drop-off event at the Farmer's Market on June 28, 2022 from 4pm to 6pm.

Motion by Council Member Hollingshead, second by Council Member Weaver to adjourn the Workshop Meeting at 8:02PM.
Motion carried.

Respectfully submitted,
Kimberly A. Miller, Office Manager