

BOONSBORO MAYOR AND COUNCIL
REGULAR MEETING MINUTES
Monday, August 9, 2021

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, August 9, 2021 in the Meeting Chambers. The Meeting was streamed via GoToMeeting online. In attendance were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Ray Hanson, Tony Nally and Ricky Weaver. Also present were Town Manager Paul Mantello, Office Manager Kimberly Miller, Town Planner Reiley Stanley, Police Administrative Assistant Amy Rudy and Police Officer Teddy Ballesteros. Council Member Terri Hollingshead was absent and participate via GoToMeeting online. 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 Assistant Mayor Byrd, second by Council Member Kerns to approve the **July 19, 2021 Regular Meeting. Motion carried.**
- **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve the **July 2021 Treasurer’s Report. Motion carried.**

PRESENTATION

Washington County Soil Conservation District MS4 Partnership – Elmer Weibley, Denise Price and Mark Kendle. Mr. Weibley presented the concept plan for the WWTP effluent stream restoration project and the creation of a wetland area. He reviewed the maps and their proposed plans for an ecological restoration project which will create a resilient stream. He stated that this project will provide impervious removal credits for MS4 permitting, noting that Washington County has a contract with Ecotone. Inc. Mr. Weibley presented the proposed Stream Restoration Agreement between the Town and Washington County to the Council for their review and input and stated that it has been reviewed by the Town Attorney. He stated that the design will be free of charge to the Town, and once approved, will be submitted to the Department of Natural Resources for grant funding in the Fall. He further stated it will then go on to Federal, State and local permitting with the project start date slated for the Spring of 2023. **Motion** by Council Member Kerns, second by Assistant Mayor Byrd to accept the Washington County Partnership Agreement as presented. **Motion carried**

POLICE DEPARTMENT REPORT – Police Administrative Assistant Amy Rudy. The Police Department received 91 calls for service, which included 194 motor vehicle violator contacts and 0 Parking Citations for the month of July 2021. There was 1 adult criminal arrest, 0 adult paper service arrests, 0 adult traffic arrests and 0 juvenile arrests.

- Stated that Officer Easley resigned from the Department on July 22, 2021.
- Stated that she is still working on comparing the options for the two speed camera companies. Stated that RedSpeed offers better options and technology than OptoTraffic, but that the cost might be higher. Stated that she will also be looking at the options RedSpeed offers to take over the security cameras currently maintained by Crime Intervention Alarm (CIA).
- Discussed the replacement of Chief Morgan’s vehicle. Stated that they have been looking at trucks and SUVs and will provide updates of costs as soon as they are received.

NEW BUSINESS

Fall 2021 Tree Planting Project: Town Manager Mantello introduced Environmental Commission Member Cassandra Ladino, who will be working with him throughout the 2021 Tree Planting Project. He stated that Ms. Ladino worked for the US Geological Survey and has a full understanding of GIS Software. Town Manager Mantello presented the Fall 2021 Public Tree Planting Maps for the Councils review and input. He stated that they will be planting 213 hardwood trees and 31 conifers in the fields of the Boonsboro Free Library, the Educational Complex Lot, the Historical Park, the west side of North Main Street behind the American Legion, and the Stream Corridor at Shafer Park which will provide the Town with MS4 permitting credits. He stated that he will be submitting a press release on behalf of the Tree Board and will be holding a Public Meeting on September 13, 2021 at 6:30PM. **Motion** by Council Member Nally, second by Council Member Kerns to approve the Fall 2021 Public Tree Planting Maps and the scheduling of the Public Hearing on September 13, 2021. **Motion carried.**

Reforestation Project - Alliance for the Chesapeake Bay: Town Manager Mantello presented the Alliance for the Chesapeake Bay Reforestation Project for the Councils review and input. He stated that this coincides with the Fall 2021 Tree Planting and that the “*Healthy Forests Healthy Waters*” (HFHW) is a free Project administered by the Maryland Forestry Foundation and the Alliance for the Chesapeake Bay. He further stated that the Project would include the planting of 100 trees and comes with a 3-year maintenance plan. Town Manager Mantello stated that the planting areas would be near the Waste Water Treatment Plant and the Kinsey Heights fields near the Boonsboro High School road. He stated that all of the trees planted will be added to a GeoSocial Tracking software to prove where the Town has planted trees for MS4 permitting credits. **Motion** by Council Member Kerns, second by Assistant Mayor Byrd to approve the “*Healthy Forests Healthy Waters*” (HFHW) Project with the Maryland Forestry Foundation and the Alliance for the Chesapeake Bay. **Motion carried.**

Ordinance 2021-03; To Amend the Adequate Public Facilities Ordinance (APFO): Mayor Long stated that Ordinance 2021-03; *To Amend the Adequate Public Facilities Ordinance (APFO)* was introduced at the July 19, 2021 Mayor and Council Meeting. He stated that a Public Hearing was held at 6:45PM this evening to receive public input for proposed Ordinance 2021-03, noting that no comments were made. Town Planner Stanley stated that she is working on an updated fee schedule for permitting and permit guidelines. **Motion** by Assistant Mayor Byrd, second by Council Member Nally to approve Ordinance 2021-03; *To Amend the Adequate Public Facilities Ordinance (APFO)*. **Motion carried.**

July 2022 Fireworks Contract: Office Manager Miller stated that she received the contract for the July 2022 fireworks from Epic Pyrotechnics. She stated that for the past 2-years the cost has been \$5,500 for the 13-minute show and that it is increasing in 2022 to \$6,500. Mayor Long stated that he’s had many citizens approach him to say how great the fireworks are and ask if the show could be longer next year. Office Manager Miller stated that a 15 to 17-minute fireworks show would cost \$8,000, noting that the event cost is split between Fiscal Year and that there is \$4,750 left in the Budget for Fiscal Year 2022. She stated that the fireworks will be held on Friday, July 1, 2022 with the rain date of Saturday July 2, 2022. **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve the \$8,000 2022 Fireworks Contract with Epic Pyrotechnics. **Motion carried.**

USACE Asset Inventory Project: Town Manager Mantello, on behalf of the Boonsboro Municipal Utilities Commission, presented the request to develop an Asset Management Plan for the stormwater and water and sewer infrastructure for the purpose of life cycle budgeting. He stated that the US Army Corp of Engineers have submitted a work scope for the Asset Inventory Project after touring all of the Town locations. He stated that they have offered to do a 3-phase Project to map and inventory the Waste Water Treatment Plant and all of the water and sewer infrastructure at the initial cost of \$79,630, of which the Town would be responsible for a 50/50 cost share under the Planning Assistance to States Program between the Town and the USACE. **Motion** by Assistant Mayor Byrd, second by Council Member Nally to approve the USACE Asset Inventory Project and the payment of \$39,815. **Motion carried.**

Reservoir Preliminary Engineering Report Proposal: Town Manager Mantello, on behalf of the Boonsboro Municipal Utilities Commission, presented the Whitman, Requardt and Associates, LLP proposal for completing a Preliminary Engineering Report for the replacement of the Town’s reservoir at the cost of \$38,005. He stated that this Report will be used as a planning tool and to better advertise the Project to elected officials and grant funding opportunities. Council Member Kerns pointed out that this is not a budgeted Project for Fiscal Year 2022. Town Manager Mantello stated that funds from American Rescue Plan Funds could be used towards the cost. **Motion** by Assistant Mayor Byrd, second by Council Member Nally to approve the Whitman, Requardt and Associates, LLP proposal for completing a Preliminary Engineering Report for the replacement of the Town’s reservoir at the cost of \$38,005, with Council Member Kerns opposing. **Motion carried 4-1.**

Election Board Appointment: Mayor Long stated that he is recommending the appointment of Cindy Kauffman to the Boonsboro Election Board to finish out the 4-year term vacancy, ending February 2022, created by the passing of Board Member Vickie Messner. Council Member Kerns asked is anyone else was asked if they wanted to serve, specifically Denny Hockensmith who previously served on the Board. **Motion** by Assistant Mayor Byrd to appoint Cindy Kauffman to the Boonsboro Election Board to finish out the 4-year term ending February 2022. **Motion died for lack of a second.**

EDC Food Truck Event – September 5, 2021: Council Member Kerns stated that she asked for the EDC Food Truck Event to be placed on the Agenda for clarification as to whom is sponsoring the beer truck. Mayor Long stated that Boonsboro Athletic Boosters Inc. (BABI) will be the sponsor. Council Member Hanson stated that the Town will not be selling beer during the event.

COMMISSION REPORTS

Park Board - *Council Member Weaver*. Meeting held on July 28, 2021. Discussions included the Chesapeake Bay Grant application for the Tree Planting Project, the painting of the mural on Park Pavilion #1 and posting educational signs in the Park to tell people to *"Please do not feed the ducks,"* and Summer Concert and Movie updates.

Boonsboro Municipal Utilities Commission – *Council Member Nally*. Meeting held on July 21, 2021. Discussions included updates on the Water Loss Task Force and the Town Reservoir, the WWTP Expanded Chemical Storage Project, the Fee Schedule and Application for Developer Use of the Water and Waste Water Models, the installation of the Ultra Sonic Meter on Stouffer Avenue, the USACE Asset Inventory Project at the cost of \$39,815 to the Town, the Boonsboro High School Irrigation Well, the Waste Water Treatment Plant Dewatering Press Project and the Fall 2021 Tree Planting Project for MS4 permitting credits.

- Council Member Kerns stated that the Town will need to work on finding where the \$38,005 will be coming from to cover the cost of the WRA's Preliminary Engineering Report for the replacement of the Town's reservoir. She suggested using funds from the Water Fund User Fees.

Planning Commission – *Assistant Mayor Byrd*. No Meeting was held in July 2021.

Economic Development Commission – *Mayor Long*. Networking Meeting held on July 15, 2021 at the American Legion with guest speaker Heidi Bodenheimer with 25 guests attending, noting that this was the first meeting in a year and a half. The next EDC Meeting will be held on August 25, 2021.

Environmental Commission – Meeting held on July 13, 2021. Discussions included the articles for the Town Newsletters, the MML Magazine article entitled, *"Incentives Help Innovative Maryland Municipalities Change the World Incrementally"* that Commission Members Vesely and Watson contributed and Subcommittee Reports.

Town Planner's Report – *R. Stanley*

- Stated that the Board of Zoning Appeals Hearing was held on July 20, 2021 to hear a Special Exception Request by Susan Zimmerman and Kind Therapeutics to establish a medical cannabis dispensary located at 7700 Old National Pike. Stated that the BZA Members are against the dispensary. Applicants can appeal their case in Circuit Court.
- Stated that the Town received notice that State Funding has been approved for crosswalk improvements on Main Street. Stated that the Town Square is slated to begin on August 23, 2021.

Town Manager Report – *P. Mantello*

- Stated that he is drafting the Community Park and Playground (CPP) application for the rehabilitation of the Shafer Park creek and stone patio, noting that this will be a 100% grant funded project.
- Stated that the new playground equipment has been installed in Shafer Park with leftover grant funds from Community Park and Playground (CPP) and Program Open Space (POS).
- Stated that Superintendent Shumaker, BMUC Member Eshbaugh and he will be taking a fieldtrip to Bedford and Altoona, Pennsylvania to tour 2 sludge press manufacturing sites.
- Stated that the Town received notification that the Appalachian Regional Commission (ARC) Grant has been approved for the Shafer Park Well Replacement Project.
- Stated that Water and Waste Water Operator Marshall Hoffmaster resigned last month. Stated that 3 interviews were held for the Operator position, that an offer letter has been sent to James Morton and his start date is August 23, 2021.

Motion by Council Member Kerns, second by Council Member Nally to adjourn the Regular Meeting at 9:10PM. **Motion carried.**

Respectfully submitted,

Kimberly Miller
Office Manager