

BOONSBORO MAYOR AND COUNCIL
REGULAR MEETING MINUTES
Monday, August 12, 2024

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, August 12, 2024 in the Town Annex Meeting Chambers. In attendance were Mayor Howard Long, Assistant Mayor Tony Nally, Council Members Ray Hanson, Marilee Kerns, Eric Kitchen and Terri Hollingshead. Also present were Office Manager Kimberly Miller, Town Planner Drew Bowen, Public Works Superintendent Greg Huntsberry, Utilities Superintendent Pete Shumaker, Police Chief Dave Rizer, Police Officer Rob Whittington and Police Administrative Specialist Amy Rudy. Town Manager Rachel Souders attended the meeting via call-in. Council Member Ricky Weaver was absent. 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 Nally to approve the **June 10, 2024 Executive Session Meeting Minutes** and **July 8, 2024 Regular Meeting Minutes** as amended. **Motion carried.**
- Assistant Mayor Nally stated that due to inconsistencies with the **July 2024 Treasurer's Report**, he would like to review it with Town Clerk Bryan Wachtel and present it for approval at the August 26, 2024 Workshop Meeting.
 - **Assistant Mayor Nally** stated that the Washington County Commissioners approved giving the Town \$400,000 of the ARPA Funds for the Reservoir Replacement Project.

GUEST – Fletcher's Grove Community Road Striping Request – *Anthony Crampton*

- **Request for striping on Tiger Way**
 - Dedicated left turn lane for traffic entering existing commercial area off Tiger Way
 - Dedicated left/right turn lanes at the end of Tiger Way for traffic exiting onto Chase Six Boulevard
- **Chase Six and Main Street Intersection – dedicated left turn signals**
 - The community asks that the Town speak with SHA to see if it would be possible to have a dedicated left turn signals at the existing light on Chase Six Boulevard and Main Street
 - Traffic currently backs up to at times beyond Tiger Way for those turning left, the community is concerned about traffic implications with school traffic once Chase Six Boulevard connects to Maple Avenue
- **Options to mitigate speeders on the finished Chase Six Boulevard**
 - Chase Six Boulevard would cut through our community and residents are concerned about traffic cutting through and speeding
 - Residents are asking if speed bumps, or speed cameras, would be considered
- **Clarification requested from our Townhome Residents**
 - Townhome residents have asked about the Town services they do not receive – such as road and drainage maintenance, snow removal and curb painting. Asked if snow plowing could be considered even though the Development Agreement states that the Fletcher's Grove HOA would take care of plowing. Council Member Kerns stated that a Public Hearing would have to be held to make that change.
- **Requesting that a crosswalk be installed near Burton Way**

REPORTS

PUBLIC WORKS SUPERINTENDENT'S REPORT – *Greg Huntsberry*

- Stated that the Town got six inches of rain from Debby. Stated that there was a lot of debris clean up and one downed tree on Orchard Drive. Stated that the sewer side stayed okay during the storms
- Stated that the water line has been installed at the new Post Office location and that the pressure test came back with good results. Stated that the Post Office will be moving on August 16, 2024
- Stated that the hydraulic oil spill in the Shafer Park parking lot from the Carnival looks a lot better and that the Boonsboro Rescue Company will have the lot re-striped by the end of the week

WATER AND SEWER SUPERINTENDENT'S REPORT – *Pete Shumaker*

- Stated that the Water side is running well
- Stated that Phillips Well Drilling will be conducting the last dry test as soon as they can on the Shafer Park Well and then all test results will be sent to MDE
- Stated that the Sewer is running fine with just some minor issues

- Stated that the storm was not too terrible but that they did stay at the Waste Water Treatment Plant for 2 nights

TOWN MANAGER'S REPORT – Rachel Souders

- Stated that National Night Out was a big success. Stated that there was plenty of food and that everyone really liked that the event was spread out through the entire Park. Extended a thank you to staff and everyone that volunteered and participated
- Stated that the State Grant funding for the Dewatering Press has been approved and that we can request reimbursement
- Stated that we can soon request reimbursement for the Shafer Park Well Project
- Stated that she met with Kathryn Gratton about the recently denied grants and that they will be working to find out the reasons they were denied and how to make the next grants stronger
- Stated that the Park Board has decided that they do not want to use one of the two basketball courts for a pickle ball court so she will need to see if the Program Open Space Grant can be used to resurface the basketball court instead. Stated that she will be submitting a request for the grant change.
- Stated that she will be working on revising the Town's Policies and Procedures, specifically those pertaining to Town Commissions and Employee Retention

PLANNER'S REPORT – Drew Bowen

- Stated that he is reviewing Chapter One of the Comprehensive Plan
- Stated that the permit renewals have been filed by the developer with Washington County for Battlefield Estates and that the County is now requiring FRO for the approved plans that previously were approved for payment in lieu of plantings
- Stated that the sub-contractors, Congressional Construction, are installing water and storm drain piping for Ostertag Pass adjacent to the Post Office and that the Post Office will be moving in at the end of August.
- Stated that the Final Plats for the Chase Six – Campus Avenue Realignment Project will be reviewed by the Planning Commission in August. Stated that he is working with an appraiser for a home value quote for the land swap at 202 Maple Avenue and that he is working with Mr. Dillow for a pole building for Mr. Scott McIlwee.
- Stated that the Dean South Final Plans have been conditionally approved by the Planning Commission
- Stated that the 50 St. Paul Street – Panheco Subdivision – Utility Plans will need to be submitted since utility connections for the new parcels show connections to a sanitary sewer line that does not exist
- MDE Construction Permit was received for the Reservoir Project and the Project bidding is underway.
- Stated that the Shafer Park Phase IV Walking Trial Project will begin the third week of August 2024
- Stated that the GIS Software has been implemented and that he has been working with Superintendents Shumaker and Huntsberry to document all of the water and sewer lines. Stated that the software will work on all of the Town roads and everything that the Town maintains. Stated that the GIS Software has a phone app that it is a great tool to have out in the field.
- Stated that a meeting was held with the Mayor Long, Assistant Mayor Nally and Council Members Kitchen and Hanson, members of the BMUC, Town Manager Souders and the stakeholders to discuss the Vanish Brewery - Auction House connection to the Sanitary Sewer System on August 9, 2024. Stated that the owner, Richard DiPietro, did not attend. Stated that all options were discussed. Member of the BMUC have concerns over this being a temporary force main. Stated that they will see how the Bond funds can be used. Stated that the BMUC will discuss this at their upcoming August Meeting and make a recommendation to the Mayor and Council.
 - Town Manager Souders stated that owner Richard DiPietro did attempt to call in, but it was around 7:00pm after the meeting had already ended.

POLICE DEPARTMENT REPORT – Chief Dave Rizer. The Police Department received 61 calls for service, which included 86 motor vehicle violator contacts and 0 Parking Citations for the month of July 2024. There were 0 adult criminal arrests, 0 adult paper service arrests, 0 adult traffic arrests and 0 juvenile arrests.

- Stated that First Class Officer Rob Whittington's first day was on July 15, 2024 and he completed his FTO on July 24, 2024. Stated that Officer Whittington has 30+ years with the Sheriff's Department and is a huge asset for the Town
- Stated that they have revised the Policies and Procedures for the Police Department to reflect Washington County's, noting that they have not been updated in years

MAYOR AND COUNCIL UPDATES and CORRESPONDENCE

- **Mayor Long** thanked staff and everyone who volunteered for the National Night Out event. Stated that he heard nothing but great comments about the event, the food, and the location of using the entire Park. Stated that people really appreciated the event a lot and asked how they could make donations.
- **Mayor Long** stated that he attended an Eagle Scout Court of Honor for Kadyn Diven on August 11, 2024.
- **Mayor Long** stated with Stu Mullendore's retirement from the BMUC and the appointment of Colin Shanaberger as the Chairman, he would like to appoint Mr. Shanaberger as an Alternate Member of the Boonsboro Keedysville Water Advisory Board to take Mr. Mullendore's place. **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to appoint BMUC Chairman Colin Shanaberger as an Alternate Member of the BKWAB. **Motion carried.**
- **Assistant Mayor Nally** stated that National Night Out was fantastic and thanked Town Manager Souders, staff and the Police Department for all of their help. Stated that the dunk tank was a great addition this year.
- **Assistant Mayor Nally** stated that a resident asked if J&J Trash Services could pick up trash and recycling on Josiah Lane because it is difficult for residents to place their containers on Maple Avenue.

NEW BUSINESS

Sludge Dewatering Press Change Order #2: Town Planner Bowen provided the Sludge Dewatering Press Change Order #2 from HRI, Inc. for the Mayor and Councils review and input. He stated that this is the last Changer Order for the Project and includes the costs for rerouting of the utility water line, the snow clips on the pole barn building, the sludge truck connection, the sludge pump check valve and the micro bioretention area changes totaling \$35,132.14. Superintendent Shumaker stated that the Dewatering Press has already processed between 30-35 truck loads of sludge that the Gerald Taylor Company, Inc. would have had to haul away. Assistant Mayor Nally stated that the Change Orders are an unbudgeted expense but that funds will be taken from the Sewer Funds loan payment budget to the General Fund, noting that the Press will save the Town around \$140,000 from hauling. **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to approve Change Order #2 from HRI, Inc. in the amount of \$35,132.14. **Motion carried.**

Donation Request – 9th Annual South County Golf Tournament: Mayor Long stated that 9th Annual South County Golf Tournament, benefitting Micah's Backpack, will be held on September 16, 2024 at Beaver Creek Country Golf Course. He suggested that the Council consider donating to Micah's Backpack for the Tournament. **Motion** by Council Member Hollingshead, second by Council Member Kerns to donate \$100 to the 9th Annual South County Golf Tournament. **Motion carried.**

COMMISSION REPORTS

Park Board – No Report given.

Boonsboro Municipal Utilities Commission – Assistant Mayor Nally. Meeting held on July 31, 2024. Discussions included updates on the Shafer Park Well status, updates on the Reservoir Replacement Project, updates on the Crestview Water Pressure Reduction and Bypass Project, new connections updates and Utility Plans for DiPietro and Son, LLC, the Lead Service Line Inventory Action Plan, the Mayor and Council's approval to appoint the new Chairman and Assistant Chairman of the BMUC, the Internal Water Audit, the Reservoir Contingency Plan, the Residential Growth Policy and System Reports.

Planning Commission – Council Member Kitchen. Meeting held on July 23, 2024. Discussions included updates on the progress of the Comprehensive Plan, the Utility Plans for the Sanitary Sewer Connections at the Auction House and the Boonsboro Rescue Company, the draft of the Chase Six Boulevard Restriping Plan and Staff Reports.

- Stated that Terri Packard, co-owner of Kueffner Farm at 431 Potomac Street, has been approached by a Developer to purchase her land. Stated that she has offered the land to the Town to purchase because it is connected to Shafer Park.

Economic Development Commission – Council Member Hanson. The Networking Meeting was held on July 18, 2024 at Vanish Hall at 6PM. The next EDC Meeting will be on August 28, 2024.

Environmental Commission – Council Member Hollingshead. Meeting held on July 10, 2024. Discussions included the Monarch Waystations, the BEC end of the Fiscal Year 2024 purchases, Membership, the Fiscal Year 2025 BEC Budget, topics for the Fall Town Newsletter and Subcommittee Reports.

Council Member Kerns asked that Lobbyist Roger Manno provide a quarterly report for the August Workshop Meeting. She stated that the Council should also discuss the requests from the Fletcher's Grove Community at the same meeting.

Motion by Council Member Kerns, second by Assistant Mayor Nally to adjourn the Regular Meeting at 8:17PM and move into **EXECUTIVE SESSION**; *as provided under General Provisions Article §3-305 (b)(8) consult with staff, consultants, or other individuals about pending or potential litigation; and (1), subsection (i) to discuss the appointment, employments, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction.* **Motion carried.**

Motion by Council Member Hollingshead, second by Assistant Mayor Nally to adjourn the Executive Session at 9:36PM. **Motion carried.**

Motion by Council Member Hollingshead, second by Assistant Mayor Nally to adjourn the Regular Meeting at 9:37PM. **Motion carried.**

Respectfully submitted,

Kimberly A. Miller, Office Manager

BOONSBORO MAYOR AND COUNCIL WORKSHOP MEETING MINUTES Monday, August 26, 2024

The Mayor and Council of Boonsboro held their Workshop Meeting on Monday, August 26, 2024 in the Meeting Chambers to set the Regular Session Agenda for Monday, September 9, 2024. In attendance were Mayor Howard Long, Assistant Mayor Tony Nally, Council Members Ray Hanson, Terri Hollingshead, Marilee Kerns, Eric Kitchen and Ricky Weaver. Also present were Town Manager Rachel Souders, Office Manager Kimberly Miller, Town Planner Drew Bowen, and BMUC Chairman Colin Shanaberger. Senator Paul Corderman was in attendance. The meeting convened at 7:00PM.

Review and Approval of July 2024 Treasurer's Report

- Assistant Mayor Nally stated that due to the submission of the Fiscal Year 2024 Audit materials this week and the work that Town Clerk Bryan Wachtel has been devoting to that task, the **July 2024 Treasurer's Report** will be delayed and tabled until the September 9, 2024 Regular Meeting.

Citizens Comments (*must sign in and limit comments to 3 minutes*)

- Dan Ward, 119 West Wing Way.** Stated that his wife and he have been residents of the Town for seven years and that they love Boonsboro. Stated that they moved here for it to be their forever home. Stated that he is in support of bringing a brewery to Town and enjoys Branded Chophouse. Stated that there is no place around here to get a micro-brew and anything you can do to draw business in is great. Stated that he would love to see a brewery here and fully supports the idea.

Guests

- Eagle Scout Project – South Mountain Little League T-Ball Dugouts** – Scout Peyton Gullickson, of Troop 66 of Hagerstown, Maryland, presented his Eagle Scout Project plans for the South Mountain Little League T-Ball Dugouts to the Mayor and Council for their review and input. He stated that he started playing ball for SCLL when he was 5 years old and has been an umpire for SCLL for the past two years. He further stated that he presented his Project plans to the SCLL Board of Directors and that they have approved them. **Motion** by Council Member Hanson, second by Assistant Mayor Nally to approve Boy Scout Peyton Gullickson's Eagle Scout Project at the South Mountain Little League T-Ball Dugouts. **Motion carried.**
- Middletown Valley Bank – Reservoir Replacement Project Line of Credit** – *Sam Buhrman, MVB Vice President.* Mr. Buhrman presented the Mayor and Council with the proposal, for their review and input, to provide the Town with a Revolving Line of Credit up to \$10,000,000 which would be used for gap financing for Capital Improvement Projects, specifically for the Reservoir Replacement Project. He stated that there are two rate options. Option 1: Floating at WSJP (Wall Street Journal Prime Rate) minus 1.25% with a floor of 4% (current rate is 7.25%) or Option 2: Floating at 30-day SOFR (secured overnight financing rate) plus 1.91% with a floor of 4% (current rate is 7.25%). Council discussed this as a funding option and stated that they will be deciding on financing soon and that the Reservoir Replacement Project bids are due on October 11, 2024.
- Auction House – Vanish Brewery Sanitary Sewer Connection** – Town Manager Souders stated that a meeting was held this morning to discuss the Vanish Brewery - Auction House connection to the Sanitary Sewer System with Richard DiPietro, *owner of 7704 Old National Pike*, his Lawyer, Mayor Long, Assistant Mayor Nally, Council Member Kitchen, BMUC Chairman Shanaberger, BMUC Assistant Chairman Norris, Town Planner Bowen and herself. Assistant Mayor Nally stated that it was a very good and positive meeting and that the next step is to create a Memorandum of Understanding that will be recommended at the September 9, 2024 Regular Meeting. BMUC Chairman Shanaberger stated that the MOU will clearly layout what the Town is responsible for and what Mr. DiPietro is responsible for in the maintenance of the sanitary sewer system connection. He stated that the plan is to add a clean out point to be able to flush the line if needed. Town Planner Bowen stated that Mr. Clemmens reached out to apologize for not being able to make it to the meeting and thanked the Town for getting the sewer connection moving along. **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to approve the **Conditional Motion** to start the Auction House – Vanish Brewery Sanitary Sewer Connection Project and to have the Memorandum of Understanding ready for recommendation at the September 9, 2024 Mayor and Council Meeting. **Motion carried. (New Business)**
 - Senator Corderman** thanked the Town and stated that he appreciates that the Mayor and Council are moving forward with this Project.

Workshop Business

Reservoir Replacement Project Funding Options - Maryland Department of Housing and Community Development (DHCD)

CDA Program: Town Planner Bowen presented the Reservoir Replacement Project Funding Options from the Maryland Department of Housing and Community Development (DHCD) CDA Program for the Mayor and Councils review and input. He stated that we will not know the exact amount of the Reservoir Replacement Project until all of the bids are received on October 11, 2024. Town Planner Bowen stated that he reached out to Charlie Day, Manager of the Local Government Infrastructure Finance Program of the DHCD CDA Program. He stated that if the Town would go with this funding option it would be in the form of a Municipal Bond with fixed rates for 20 – 30 years, but that it could not be paid off for 10 years. Council Member Kerns stated that the Town could consider doing a Line of Credit and a Municipal Bond to hopefully get the best interest rates, noting that it is an option to think about. Town Planner Bowen stated that it could take months to get the funds through the DHCD CDA Program for the Reservoir Replacement Project.

WRA's Proposal to Manage Reservoir Replacement Project: Town Planner Bowen stated that the Town needs to have a Project Manager onsite for the Reservoir Replacement Project. He stated that WRA is proposing to provide engineering services during the construction and construction management and inspection of the Reservoir for the cost of \$563,912. He further stated that this price includes Project Management, Conformed Documents, Shop Drawings, RFIs, Progress Meetings, Testing, As Built/Record Drawings, On-Site Technical Observation, Change Order Input, Substantial Completion Punch List, Final Inspection, Final Completion and Acceptance, Construction Management, and a Resident Construction Manager for 17 months. BMUC Chairman Shanaberger stated that Public Works Superintendent Huntsberry should not be burdened by managing projects like this, noting that the WRA proposal is the *price of doing business* and a crucial part of the Project. Town Manager Sounders stated that Town Planner Bowen has offered to do the Project Management himself for the cost of \$100,000. BMUC Chairman Shanaberger stated that he does not doubt Town Planner Bowen's ability, but that he does not have the necessary license, insurance, and knowledge of many of the items that need to be managed and inspected, noting that no disrespect towards Town Planner Bowen but he does not think it is a good idea. Council Member Kerns asked if the Reservoir Project Management needs to be placed out for bids. Assistant Mayor Nally stated that yes, it should be placed out for bids. Town Planner Bowen stated that he will reach out to local engineering firms, noting that WRA is located in Baltimore and a firm closer may charge less due to the commute. **Motion** by Council Member Hollingshead, second by Assistant Mayor Nally to place the Project Manager for the Reservoir Replacement Project out for bids. **Motion carried.**

BMUC Recommendation - Boonsboro Keedysville Water Advisory Board Fiscal Year 2023 True-Up and Authorization of

Repayment: Council Member Kitchen stated that he attended the Boonsboro Keedysville Water Advisory Board meeting on August 14, 2024 for Assistant Mayor Nally who was out of Town at the MACo Conference. He stated that he was the only one representing Boonsboro there and they discussed the BKWAB Fiscal Year 2023 True-Up that Administrative Assistant May and Keedysville Town Administrator Lisa Riner worked on. Assistant Mayor Nally stated that the amount of the True-Up is \$22,232 and that there were many projects in the Fiscal Year 2023 Budget that did not get completed and that is why the amount is higher this year. He stated that Keedysville pays the Town quarterly installments throughout the year for their share of Projects and that they overpaid this year. **(New Business)**

BMUC Recommendation - Route 34 Sewer Pump Replacement: Town Planner Bowen stated that Utility Superintendent Pete Shumaker said that the pump at the Route 34 Pump Station is going bad, that you can hear the bearings rattling, he is afraid that it will soon break, and the Town will not be able to run the Pump Station. He stated that the current pump is no longer available and that the pump company makes a replacement model, but it is very expensive. He stated that Superintendent Shumaker obtained a quote from M&M Electric Motor Repairs, Inc. for a replacement Vertical Dry Pit Pump at the cost of \$26,670.56. Office Manager Miller stated that the replacement of the existing Fairbanks Morse Vertical Dry Pit Pump is \$10,000 more and that the lead-time is over 30-weeks. She stated that the M&M Electric Motor's recommendation of the Barnes Vertical Dry Pit Pump will install in the same manner as the existing pump, there is a 4-week lead-time, and it comes with a 5-year warranty. BMUC Chairman Shanaberger stated that this is a necessary expense because if the pump goes down there will be no way to pump the sewerage from the area that it services. **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to approve purchase of the vertical dry pit pump from M&M Electric Motor Repair, Inc. for the cost of \$26,670.56 to be paid from the Sewer Fund Contingency Budget. **Motion carried.**

Maintenance of Community Garden and Water Usage: Assistant Mayor Nally stated that it has come to his attention that the grass and general upkeep of the Community Garden in Shafer Park needs some monitoring and management. He stated that the grass is getting high around the fence line, that the Public Works staff has been mowing it but that is

not part of the Agreement. He further stated that he is curious as to who is paying for the water there as well. Council Member Hanson stated that the Environmental Commission discussed this at their last meeting and that they know they need to have someone maintaining the Garden. He stated that they are working to resolve this issue.

Fletcher’s Grove Community Road Requests – Follow-up from August 12th Meeting: Mayor Long stated that he spoke with Linda Poffenberger from the State Highway Administration regarding the intersection of Chase Six Boulevard and Main Street. He stated that she said they will be conducting a traffic study when the construction starts on the Chase Six Boulevard – Maple Avenue Project and that more than likely a dedicated left turn lane will be installed at Chase Six Boulevard and Main Street, and an arrow will be added to the traffic signal. Town Planner Bowen stated that the striping of the roads will probably take place around the same time. Council Member Kerns stated that the snow removal and street maintenance at the townhome seems to be a big concern for the Fletcher’s Grove Community. Town Planner Bowen explained that it was part of the Development Agreement with the Fletcher’s Grove HOA when the streets were constructed that they would maintain the streets in the townhome area.

250th Anniversary Celebration – Founding of Washington County: Mayor Long stated that September 6, 2026 is the 250th Anniversary of founding of Washington County and that there will be a big 250th Celebration on July 4, 2026 at the Ag Center. He stated that ten coins have been created to represent Washington County and all of the Municipalities in Washington County, and that the Town will receive 1,500 of the Boonsboro coins to hand out to our citizens. He further stated that all of the Municipalities have been tasked with coming up with three historical events to share in the 250th Anniversary video and that he has been working with George Messner on this project. Mayor Long stated that he will bring the 250th Anniversary Coin Collection to the next Meeting.

Invitation to Participate – September 11th Annual Remembrance Parade: Mayor Long stated that the Town is invited to participate in the First Hose Company of Boonsboro’s Annual Remembrance Day Parade on Wednesday, September 11 at 6:30pm. He stated that line-up is at 6:00pm at the Weis Market parking lot.

Council and Staff Updates

- Assistant Mayor Nally stated that the Boonsboro Cemetery Association has been putting a lot of work into upgrading their website by adding a digitized feature to locate where a certain grave is. He stated that they are running into issues with Google because the Cemetery roads are not public streets and not included in their mapping system. He asked if the roads could somehow be registered as streets. Town Planner Bowen stated that he does not think this is possible because it would add to the road miles that are part of the Town’s annual Highway User Revenue (HUR) Report.
- **Council Member Kitchen** stated that Frederick County Government will be holding a meeting to vote on a Growth Moratorium Bill
- **Town Manager Souders** stated that Office Manager Miller and Town Planner Bowen’s annual evaluations need to be completed. She stated that Office Manager Miller’s 18 years anniversary was August 20 and Town Planner Bowen’s 1 year anniversary will be on September 11. She stated that with her still being on probation the Personnel Committee felt it would be a good idea for the Mayor to perform the evaluation. Mayor Long will perform the evaluation tomorrow, August 27, and Town Manager Souders will participate.

Motion by Assistant Mayor Nally, second by Council Member Hanson to adjourn the Workshop Meeting at 8:17PM and enter Executive Session as provided under General Provisions Article §3-305 (b)(1), subsection (i) to discuss the appointment, employments, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction. **Motion carried.**

Motion by Council Member Hanson, second by Assistant Mayor Nally to adjourn the Executive Session at 9:05PM. **Motion carried.**

Motion by Council Member Hollingshead, second by Council Member Kerns to adjourn the Regular Meeting at 9:06PM. **Motion carried.**

Respectfully submitted,
Kimberly A. Miller, Office Manager