

BOONSBORO MAYOR AND COUNCIL
REGULAR MEETING MINUTES
Monday, July 19, 2021

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, July 19, 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, Terri Hollingshead, Tony Nally and Ricky Weaver. Also present were Town Manager Paul Mantello, Office Manager Kimberly Miller, Town Planner Reiley Stanley and Police Chief Kevin Morgan. Council Member Ray Hanson 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 Assistant Mayor Byrd, second by Council Member Nally to approve the **June 14, 2021 Public Hearing and Regular Meeting** and the **July 1, 2021 Special Meeting Minutes**, with Council Member Kerns abstaining. **Motion carried.**
- **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve the **June 2021 Treasurer’s Report**. **Motion carried.**

PUBLIC COMMENTS

- **Brenda Kefauver, 320 St Paul Street.** Ms. Kefauver presented the Mayor and Council with a petition signed by the residents of the townhomes located on St. Paul Street for the repair of the parking lot and the mowing of the embankment in front of their homes. She stated that students could earn SSL hours for graduation by mowing. She addressed the Mayor and Council again with concerns regarding her computer, cellphone, printer, Facebook, satellite, Antietam Cable, AT&T, Verizon and television being ‘hacked’ and being targeted and harassed. She petitioned the Council to use Town funds to stop the hacking. She stated that God gave her President Trumps email address and she will be visiting him at Mar-a-Lago. She wants privacy, stop listening to her phone calls and hacking her television.

NEW BUSINESS

Introduction and Reschedule Public Hearing - Ordinance 2021-03; To Amend the Adequate Public Facilities Ordinance (APFO): Mayor Long stated that the Introduction of Ordinance 2021-03; *To Amend the Adequate Public Facilities Ordinance (APFO)* needs to be reapproved and that the Public Hearing will need to be rescheduled due to the July 12, 2021 scheduling conflict. **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve the Introduction of Ordinance 2021-03; *To Amend the Adequate Public Facilities Ordinance (APFO)* and schedule the Public Hearing for August 9, 2021 at 6:45PM. **Motion carried.**

Introduction of Ordinance 2021-04; To Amend Zoning Ordinance to Allow for Vendor Permits: Town Manager Mantello presented the Introduction of Ordinance 2021-04; *To Amend Zoning Ordinance to Allow for Vendor Permits* for the Councils review and input. He stated that the Ordinance is being recommended by the Planning Commission and the Economic Development Commission. Mayor Long stated that Ordinance 2021-04 is being Introduced at this meeting and, if approved, a Public Hearing will be scheduled for August 9, 2021 before the Regular Meeting. Council Member Kerns and Council Member Hollingshead voiced their concerns regarding charging additional vendor permit fees to the vendors at Boonesborough Days, the Rescue Company Carnival, Green Fest and the Farmer’s Market, noting if approved Town Planner Stanley would then have to attend all of the events and verify the vendor permits, and adding additional fees may keep vendors away. Council Member Hollingshead stated that *‘if it’s not broken, don’t fix it.’* Town Manager Mantello stated that the EDC is interested in hosting more Town events and in becoming self-sufficient by generating funds through the vendor permits. He stated that the vendor permits will help verify health and business licenses of for-profit businesses and will not affect non-profits such as Churches and civic groups. Council Member Kerns stated that this will create too many regulations and that Boonesborough Days, the Rescue Company Carnival, Green Fest and the Farmer’s Market should all be exempt from the vendor permit if approved. Council Member Hollingshead stated that she is not in favor of Introducing the Ordinance. **Motion** by Council Hollingshead, second by Council Member Kerns to NOT approve the Introduction of the Ordinance 2021-04; *To Amend Zoning Ordinance to Allow for Vendor Permits* and to NOT schedule a Public Hearing.

Mayor Long called for a **Roll-Call Vote:**

- Council Member Hollingshead - Yes
- Council Member Nally- Yes

- Assistant Mayor Byrd - Yes
- Council Member Kerns - Yes
- Council Member Weaver - Yes

Motion carried.

Fletcher’s Grove [Dean South & Courtney] Age Targeted Concept Plan and Overall Plan: Town Planner Stanley presented the Fletcher’s Grove [Dean South & Courtney] Age Targeted Concept Plan and Overall Plan for the Councils review and input. Town Planner Stanley stated that the Plans include sidewalks to the School Complex from Weis Market. She stated that the completion of Chase Six Boulevard will be part of the Plan before moving forward with final approval. **Motion** by Council Member Kerns, second by Council Member Weaver to approve the Fletcher’s Grove [Dean South & Courtney] Age Targeted Concept Plan and Overall Plan with the stipulation that Chase Six Boulevard must be completed before the homes are built. **Motion carried.**

Personnel Committee – Appointment of 3 Committee Members (2 Year Term): Mayor Long stated that 2-year terms are up for the current members of the Personnel Committee.

- **Motion** by Assistant Mayor Byrd, second by Council Member Hollingshead to reappoint Council Member Ray Hanson to the Personnel Committee for a 2-year term ending July 2023. **Motion carried.**
- **Motion** by Council Member Kerns, second by Council Member Hollingshead to reappoint Council Member Ricky Weaver to the Personnel Committee for a 2-year term ending July 2023, with Council Member Weaver abstaining. **Motion carried.**
- **Motion** by Council Member Kerns, second by Assistant Mayor Byrd to appoint Council Member Tony Nally to the Personnel Committee for a 2-year term ending July 2023, with Council Member Nally abstaining. **Motion carried.**

Council made the decision to change the bi-monthly Personnel Committee Meeting date to the second Thursday of the month to accommodate schedules.

Washington County Maryland Municipal League Meeting – July 26, 2021: Mayor Long stated that the upcoming Washington County Maryland Municipal League Meeting will be held on Monday, July 26 and will be hosted by the Town of Williamsport. He stated that the evening will be the annual crab and steak feed. Mayor Long stated that there will not be a July 2021 Workshop Meeting.

Maryland Municipal League Fall Conference – October 11 & 12, 2021: Mayor Long stated that Annual Maryland Municipal League Fall Conference will be held October 11 and 12, 2021 which falls on a Mayor and Council Meeting day. Council discussed moving the Regular Meeting date a week earlier on Monday, October 4, 2021. **Motion** by Council Member Nally, second by Assistant Mayor Byrd to hold the Mayor and Council October 2021 Regular Meeting on Monday, October 4, 2021. **Motion carried.**

COMMISSION REPORTS

Park Board - Council Member Weaver. Meeting held on June 23, 2021. Discussions included the Independence Day Celebration on July 2, 2021, 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.”

Boonsboro Municipal Utilities Commission – Council Member Nally. Meeting held on June 17, 2021. The appointment of Stu Mullendore as Chairman was approved. Discussions included updates on the Water Loss Task Force and the Town Reservoir, the meeting with Senator Corderman, the WWTP Expanded Chemical Storage Project, WRA’s Models for Water and Waste Water, the Waste Water Treatment Plant Dewatering Press Project and the plans to hold a Joint Meeting with the Planning Commission in September 2021.

Planning Commission – Assistant Mayor Byrd. Meeting held on June 22, 2021. Discussions included the Fletcher’s Dean South and Courtney Concept Plan and the upcoming Board of Zoning Appeals Special Exception for a Medical Cannabis Dispensary at 7704 Old National Pike.

Economic Development Commission – Mayor Long. Meeting held on June 23, 2021. Discussions included the Food Truck

Festival on September 5 and the upcoming Business Networking Breakfast on July 15 at the American Legion with guest speaker Heidi Bodenheimer.

Environmental Commission – *Council Member Hollingshead*. Meeting held on June 8, 2021. Discussions included the articles for the Town Newsletters, the approval to recommend Kim Pruitt as a BEC Member to fill Allison Preston’s unfinished term, the idea to offer compost pick-up in Town, “Plastic-Free July” and Subcommittee Reports.

- **Motion** by Assistant Mayor Byrd, second by Council Member Hollingshead to appoint Kim Pruitt to the BEC to finish the vacant term ending April 2022. **Motion carried.**

Town Planner’s Report – *R. Stanley*

- Stated that 7 building permits were received in June 2021
- Stated that the Board of Zoning Appeals Hearing is scheduled for July 20, 2021 at 7pm 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 Zoning Verifications have been submitted for the High’s Dairy Store
- Stated that there is no news regarding the Post Office plans
- Stated that she is working on the Sycamore Run Board Release

Town Manager Report – *P. Mantello*

- Stated that he will be taking part in a Zoom Meeting with Congressman David Trone and Senator Paul Corderman to discuss funding for the Reservoir. Stated that an article will run in The Herald-Mail Newspaper on July 21, 2021
- Stated that there will be a site meeting with DNR and the Alliance for the Chesapeake Bay on July 20, 2021 to locate reforestation areas, focusing on the WWTP and the lot between the Boonsboro Educational Complex and the Kinsey Heights Development
- Stated that the Chemical Storage Project is wrapping up and that the price is locked at \$0.14 per pound with USALCO
- Stated that he contacted Elmer Weibley from the Soil Conservation District and contract engineer from Ecotone. Stated that they offer design services at no charge
- Stated that a presentation of the MS4 Stream Restoration Project of the Effluent Stream will be given at the August 2021 Regular Meeting
- Stated that the Tree Board Meeting is on July 10, 2021 and they will be finalizing the draft tree planting maps. Stated that he will present the maps to the Mayor and Council as soon as they are available.
- Stated that Water and Waste Water Operator Marshall Hoffmaster resigned last week. Stated that the Operator position has been advertised on the Town and MML websites, as well as The Herald-Mail Newspaper and with the Maryland Rural Water Association

Council Member Kerns asked what the Council thoughts are on the mowing of the townhome embankment grass on St. Paul Street. She asked if the Town should send violation letters to the property owners to mow their section of the embankment. Town Manager Mantello stated that staff can start the process with a site visit and talk to the property owners. He stated that the petition that Ms. Kefauver submitted only has six signatures on it.

Motion by Council Member Hollingshead, second by Council Member Nally to adjourn the Regular Meeting at 8:47PM.
Motion carried.

Respectfully submitted,

Kimberly Miller
Office Manager