

**BOONSBORO MAYOR AND COUNCIL  
REGULAR MEETING MINUTES  
Monday, June 14, 2021**

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, June 14, 2021 in the Meeting Chambers. The Meeting was streamed via GoToMeeting online for the public. 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 and Police Chief Kevin Morgan. Council Member Terri Hollingshead was absent. The meeting convened at 7:11PM 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 **May 10, 2021 Regular Meeting** and the **June 1, 2021 Workshop Meeting Minutes. Motion carried.**
- **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve the **May 2021 Treasurer's Report. Motion carried.**

**PUBLIC COMMENTS**

- **Brenda Kefauver, 320 St Paul Street.** Ms. Kefauver addressed the Mayor and Council again with concerns regarding her computer, cellphone, printer, Facebook, Antietam Cable, AT&T, Verizon and television being 'hacked' and being targeted and harassed. She stated that no one on the Council or Police Department has done anything for her, and she wants justice for the United States of America. Stated that they should have called the FBI. Provided the Deed for her property, stating that she does not own the parking lot or grass to St. Paul Street and demands that the Town mows it. Stated that BB&T Bank will not make copies and she is going to make sure that they are shut down. Stated that her father would have done something. Stated mow my embankment and when President Trump is re-elected in 2024 there will be justice for all.

**CERTIFICATE OF APPRECIATION**

Mayor Long presented Bob Sweeney, former Boonsboro Municipal Utilities Commission Chairman, with a Certificate of Appreciation as a thank you for his service and dedication in sharing his wealth of knowledge and dedication with the BMUC.

**MAYOR AND COUNCIL CORRESPONDENCE**

- **Mayor Long** shared a thank you note from the Boonsboro High School Class of 2021 with the Town's support during their graduation activities.

**POLICE DEPARTMENT REPORT – Chief Morgan.** The Police Department received 56 calls for service, which included 137 motor vehicle violator contacts and 0 Parking Citations for the month of May 2021. There was 1 adult criminal arrest, 0 adult paper service arrests, 0 adult traffic arrests, and 0 juvenile arrests.

**NEW BUSINESS**

**Ordinance 2021-02; Adopt the Fiscal Year 2022 Budgets and Tax Rates for the Town of Boonsboro:** Mayor Long presented Ordinance 2021-02; *Adopt the Fiscal Year 2022 Budgets and Tax Rates for the Town of Boonsboro* and stated that the Ordinance was introduced at the May 10, 2021 Mayor and Council Meeting. He stated that a Public Hearing was held at 6:30PM this evening to receive public input for proposed Ordinance 2021-02. He thanked Council Member Kerns for her hard work on the Budgets and for her PowerPoint presentation. **Motion** by Council Member Nally, second by Assistant Mayor Byrd to approve Ordinance 2021-02; *Adopt the Fiscal Year 2021 Budgets and Tax Rates for the Town of Boonsboro. Motion carried.*

**Fiscal Year 2022 Accounting Consulting Agreement and Financial Services:** Office Manager Miller stated that the Town received the Fiscal Year 2022 Accounting Proposal from the Town's current Accounting Consulting Firm, *Weyrich, Cronin and Sorra*. Council discussed retaining their services in the upcoming Fiscal Year. She stated that the hourly rate for the CPA Partner is \$300 and the hourly rate for the staff is \$115, noting that it has been very helpful to staff having their assistance

throughout the year. **Motion** by Assistant Mayor Byrd, second by Council Member Kerns to approve the Fiscal Year 2022 Accounting Proposal from Weyrich, Cronin and Sorra. **Motion carried.**

**Renewal of Fiscal Year 2022 Administration Services for Employees Retirement:** Office Manager Miller presented the recommendation to renew the Administration Services for Employees Retirement with Smith, Elliott, Kerns & Company for Fiscal Year 2022. She stated that the current contract covered the Fiscal Years ending June 30, 2018, June 30, 2019 and June 30, 2020, with the option to provide for two 1-year extensions. She further stated that this service entails all related administrative, distribution, tax documents, reporting and support services for the Town's Pension Plan at the rate of \$2,000 for the year. **Motion** by Assistant Mayor Byrd, second by Council Member Kerns to approve the renewal of the Administration Services Contract for Employees Retirement with Smith, Elliott, Kerns & Company for Fiscal Year 2022. **Motion carried.**

**Special Exemption Application:** Town Planner Stanley reviewed that Kind Therapeutics submitted a Special Exception request to establish a Medical Cannabis Dispensary to 7704 Old National Pike. She stated that the Planning Commission reviewed the request at their last meeting and were not in favor of the Dispensary. Police Chief Morgan stated that he does not see anything wrong with having the Dispensary in Town, noting that it will not increase the marijuana problem in Town, but it will increase traffic. Town Planner Stanley stated that a Board of Zoning Appeals Special Exemption Public Hearing is scheduled for July 20, 2021 at 7:00PM.

**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.

**July 26, 2021 Mayor and Council Workshop Meeting:** Mayor Long asked if Council would like to cancel the July 26, 2021 Workshop Meeting due to the Washington County Maryland Municipal League Meeting scheduled for that evening or if they would like to reschedule it. Consensus is to table this Agenda item until the July 12, 2021 Mayor and Council Meeting.

**Clayton Ander's Retirement Celebration and Scholarship Event:** Mayor Long stated that at Retirement Celebration and Scholarship Event will be held on Friday, June 18, 2021 at 7PM at Washington County Ag Center for Boonsboro High School Coach Clayton Anders. He stated that he will not be able to attend but that he would like to present Coach Anders with a Town proclamation. Council Member Kerns stated that she would present the proclamation for the Town. Mayor Long stated that the event will be hosted by the Boonsboro Athletic Boosters, Inc.

## **COMMISSION REPORTS**

**Park Board - Council Member Weaver.** Meeting held on May 26, 2021. Discussions included the upcoming Independence Day Celebration on July 2, 2021 and the decision to not have vendors again this year due to COVID-19, the Park Stream Buffer Project, an update on the success of the Fishing Debry on May 1, an update on the success of the of the Wagon Train on May 16, an update on the success of the Green Fest Swap and Recycling Event on May 15, the report that all of the Park Walk-Through issues have been addressed by Public Works staff, the Tree Board tree grant for \$4,000 from First Energy to support the purchase of 500 trees and the event scheduled for October 7, 2021, and updates on the dates for the Summer Concerts and Movies in the Park being advertised on Facebook and the Town website.

**Boonsboro Municipal Utilities Commission – Council Member Nally.** Meeting held on May 20, 2021. Discussions included updates on the Water Loss Task Force and the Town Reservoir, the Collections Systems Rehabilitation Project Phase II, the WWTP Expanded Chemical Storage Project, the Boonsboro High School Irrigation Well Project, the Request for Proposals for the Architecture/Engineering Waste Water Treatment Plant Dewatering Press, the Adequate Public Facilities Ordinance Amendment, WRA's Models for Water and Waste Water, the Water Treatment Plant Wet Well Electrical Resistivity Leak Test, the approval of the rent-to-own agreement for the Ultrasonic Meter from SebaKMT, the approval to make Assistant Chair Stu Mullendore the Interim Chair, and the BKWAB Meeting on May 12, 2021.

**Planning Commission – Assistant Mayor Byrd.** Meeting held on May 25, 2021. Discussions included the approval of the Fox Gap Residential Concept Plan, the review of the Dean South and Courtney Concept Plan with Bill Brennan and Jim Draper, the recommendation to forward the Adequate Public Facilities Ordinance Amendment to the Mayor and Council, the recommendation to forward the Vendor Ordinance to the Mayor and Council, and the upcoming Board of Zoning Appeals

Special Exception for a Medical Cannabis Dispensary to 7704 Old National Pike.

**Economic Development Commission** – *Council Member Hanson*. Meeting held on May 26, 2021. Discussions included an update on the Main Street planters, the Downtown Beautification Project, the success of the Springtastic Jubilee Event, the start up the Business Networking Breakfasts beginning July 15 at the American Legion, the EDC’s Fiscal Year 2022 Budget, the Strategic Plan, updating the Town Business Directory and making it more visible online, the South Mountain Jam and Food Truck Festival on September 5, the Boonsboro Editorial Spread in the Hagerstown Magazine and locating Town promotional items.

- **Recommendation for Appointment to the Economic Development Commission (3-Year Term):** Council Member Hanson, on behalf of the EDC, presented the recommendation to appoint Tyler Hornbecker and Diana Crisci Palmer for 3-year terms to the EDC.
  - **Motion** by Council Member Hanson, second by Council Member Kerns to appoint Tyler Hornbecker to the Economic Development Commission for a 3-year term ending June 2024. **Motion carried.**
  - **Motion** by Assistant Mayor Byrd, second by Council Member Hanson to appoint Diana Crisci Palmer to the Economic Development Commission for a 3-year term ending June 2024. **Motion carried.**

**Environmental Commission** – *No report given.*

**Town Planner’s Report** – *R. Stanley*

- Stated that 6 building permits were received in May 2021
- Stated that the Bond Reduction was received from Sycamore Run for all Phases and the Pump Station.

**Town Manager Report** – *P. Mantello*

- Stated that the Town Attorney is looking into Home Rule laws and speed cameras.
- Stated that the Tree Planting Program is moving forward, noting that an additional grant has been applied for that will assist in the planting of the trees and a 3-year maintenance program. Stated that he will bring the tree planting design plan to the Council for their review.
- Stated that two bids were received for the Request for Proposals for the Architecture/Engineering Waste Water Treatment Plant Dewatering Press Facility from WRA and Gwin, Dobson & Foreman
- Stated that he met with Maryland State Senator Paul Corderman regarding assistance for the Town Reservoir Replacement Project. Stated that Senator Corderman pledged to work with the Delegation. Stated that he drafted a letter requesting support to Congressman David Trone.

**Motion** by Council Member Nally, second by Assistant Mayor Byrd to adjourn the Regular Meeting at 8:06PM. **Motion carried.**

Respectfully submitted,

Kimberly Miller  
Office Manager