BOONSBORO MAYOR AND COUNCIL
PUBLIC HEARING AND REGULAR MEETING MINUTES
Monday, June 8, 2026

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, June 8, 2026 in the Town Annex Meeting Chambers. In attendance were Mayor Howard Long, Assistant Mayor Tony Nally, Council Members Eric Kitchen, Marilee Kerns, Ray Hanson, Matt Small and Ricky Weaver. Also present were Town Manager Rachel Souders, Office Manager Kimberly Miller, Town Planner Drew Bowen, Police Chief Dave Rizer, Assistant Police Chief/Lieutenant James Rogers and Police Operations Manager Amy Rudy. The meeting was convened at 7:00PM with the Pledge of Allegiance and invocation offered by Mayor Long.

REVIEW AND APPROVAL OF MEETING MINUTES and TREASURER'S REPORTS

- **Motion** by Assistant Mayor Nally, second by Council Member Kerns to approve the Regular Meeting Minutes from May 11, 2026, as amended. **Motion carried.**
- **Motion** by Council Member Hanson, second by Assistant Mayor Nally to approve the Emergency Post Election Meeting Minutes, with Council Member Kerns opposing. **Motion carried 5-1.**
- **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to approve the Swearing In Ceremony Minutes from June 1, 2026. **Motion carried.**
- Assistant Mayor Nally presented the May 2026 Treasurer's Reports. **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to approve the May 2026 Treasurer's Reports. **Motion carried.**
    - Assistant Mayor Nally stated, based on the 6-month average of $1.5 million in the Town's General Fund account, he recommends transferring $500,000 from the Middletown Valley Bank account to the First United Bank Investment Fund to earn a higher and better interest rate, noting that the funds will be fluid and we can withdraw them at any time. **Motion** by Assistant Mayor Nally, second by Council Member Kitchen to transfer $500,000 from Middletown Valley Bank to First United Bank. **Motion carried.**

PUBLIC COMMENTS

- **David Bell,** *22 St. Paul Street.* [Not able to attend the Meeting but submitted a letter to be read by Town Manager Souders] Stated that ESA, a solar farm company, submit a Letter of Intent to lease 15 - 50 acres to install solar energy system on the Town Farm on Monroe Road. Stated that the Town needs Open Space and that just last year the farmer who farms that land requested to purchase it and was denied. Stated that he is urging the Town to deny this request, as well.
- **Meaghan Collins,** *326 Lanafield Circle.* Stated that she is seeking clarity on the Park rules and wanted to bring it to the Mayor and Councils attention that the signs posted throughout Shafer Park are contradicting each other. Stated that she has concerns regarding following the rules on electric scooters in Shafer Park, noting that her 11-year-old son has down syndrome and cannot ride a regular scooter or bicycle but during their family walks in the Park, he is able to use a small electric scooter that goes 5 miles per hour to enjoy and keep up with the rest of the family. Stated that she needs clarity to know if he can use the scooter in the crosswalks and in the Park. Stated that she is wondering if Ricky Weaver, or anyone from the Town, has issued an apology regarding the behavior that took place on the day of the Wagon Train in Shafer Park.
    - **Council Member Weaver** asked what does she want him to apologize for? Ms. Collins stated that he was trying to enforce a rule that is not posted anywhere in the Park. Council Member Weaver stated that all bikes, scooters and skateboards are totally banded during Town events in the Park. He stated that he did not accost or curse anyone on that day and asked what he said that day that was so wrong. Mayor Long stated that there were horses in the Park that day and that horses spook very easily. He stated that they asked Ms. Robertson not to ride her electric scooter in the Park and that he was talked back to.
        - **Kaitlin Robertson** spoke up and said that she was not riding her scooter when they approached her that day and stated that she said ok but asked when this rule went into effect. Mayor Long stated that she was getting ready to ride the scooter and that there were a lot of horses around that would have reacted to the scooter. Ms. Robertson stated that she finished her conversation with Mayor Long and his wife respectfully. She stated that at that point Council Member Weaver approached her demanding that she get off of her scooter and that he does not have the authority to do that, and he knows he does not have the authority. She further stated that he called the Police on her yesterday during the Concert in the Park, who do have the authority, and when she walked into the room

today, Council Member Weaver immediately started to try to provoke her by saying "There she is. Miss Liar." Council Member Weaver denied this. Both parties claimed that the other was lying and that each other became belligerent at the Park during the Wagon Train event.

Council Member Hanson called for proper decorum in the Meeting Chambers. Mayor Long stated that he is stopping this conversation. He stated that the "Boonsboro Police Department Discussion Regarding Regulation of Electric Bikes and Scooters" is under New Business on the Agenda this evening.

Ms. Collins stated that the Shafer Park signs still contradict each other, that she went to the Park this morning and did not see anything on there about scooters. Police Chief Rizer stated that it is on the backside of the big Rules and Regulations sign. Council agreed that the Park signs need to be updated to be consistent throughout the Park. Town Manager Souders asked Ms. Collins please email the pictures and list of inconsistencies on the signs to her, noting that she knew the Park needed new signs but did not know the extent of it. She stated that the Park Board has been reviewing the regulations due to a request for a handicapped person to use a golf cart in the Park, and that they want to make sure that everything is ADA Complaint including the possibility of issuing special exceptions or granting handicap permits.

- **JT Rice** asked what is considered at Town event? Council stated anything that is sponsored by the Town or hosted in Shafer Park such as concerts, Wagon Train, Independence Day, National Night Out, Green Fest, Boonesborough Days, the Carnival and Olde Tyme Christmas.

Police Chief Rizer stated that the Ordinance that will be discussed tonight during the discussion regarding the Regulation of Electric Bikes and Scooters is Ordinance 2008-03.

FACILITIES REPORTS

TOWN MANAGER'S REPORT – *Rachel Souders*

- Stated that the Boonsboro Town Alliance, the non-profit of the Town, is hiring a Main Street Manager and that they will be posting the application online on their website and social media soon. Stated that this is not a Town of Boonsboro position, it is a Boonsboro Town Alliance position.
- Stated that the Façade Improvement Matching Grant application, funded through the Community Legacy Grant issued by the Maryland Department of Housing and Community Development, has been posted on the Town website and that it is open to residential and commercial/mixed use property owners. Stated that this Program provides financial assistance to property owners seeking to enhance the exterior appearance of their buildings, contributing to the Town's overall revitalization. Façade Improvement Matching grants may be awarded for up to 50% of a project's total costs.
- Stated that the Town completed the next step in the process towards receiving the State Funding awarded from Senator Corderman for Advanced Metering for $125,000.
- Stated that the Town received notification that, pending the Board of Public Works approval, the Town's application for the Community Parks and Playground (CPP) Grant funding to build a pavilion by the Shafer Park Pond was approved and we will be receiving $71,387, noting that voting will take place in the next month or two.
- Stated that the Boonsboro Ambulance and Rescue Services is sending the Town a Service Agreement which will be reviewed at the Workshop Meeting and is needed in order for them to obtain a Bond for the expansion and construction of their building. Stated that it is simply confirming that they are the Town's primary First Responders as required by the Internal Revenue Service. There will be no financial obligations to the Town.

TOWN PLANNER'S REPORT – Drew Bowen

- Stated that there are four major Projects that are rolling in Town: the Reservoir Project, the Crestview Bypass Project, the Potomac Street Waterline Project and the Campus Avenue – Chase Six Boulevard Intersection Project.
- Stated that the High's Dairy Store is moving along and they recently put up their sign. Stated that there is not an official opening date yet, but that the developer said it will probably be late July or August.
- Stated that the start date for the Campus Avenue – Chase Six Boulevard Intersection Project is June 10, 2026. Stated that the Town received final approval from MDE and we are waiting for the Grading Permit from Washington County, noting that it will be about a week until the Permit is received. Stated that until then the contractor can start putting up the fencing and start all of the work that does not have to do with the Permit.
- Stated that McDonald's is working to get their Grading Permit from Washington County as well.

POLICE DEPARTMENT REPORT – *Chief Dave Rizer.* The Police Department received 168 calls for service, 125 motor vehicle violator stops and 157 violator citations, 8 parking citations and 981 traffic enforcement/patrol checks for the month of May 2026. There were 0 adult criminal arrests, 3 adult paper service arrests, 1 adult traffic arrest and 0 juvenile arrests.

- Stated that Vanish and Branded's biggest event so far at The Hall, DaBaby, is scheduled for Saturday, June 20, 2026. Stated that Washington County has been assisting the Boonsboro Police Department during the events at The Hall. Stated that they have very good inside security but it is mainly what happens outside in the parking lot and road that they are concerned with.
- Stated that the Flock Camera System 5-year contract is up for renewal soon. Stated that he is looking into other options such as a lease through Axon or buying them outright from Spichers Security. Stated that he is leaning more towards a lease because if something happens to the cameras then the lease company will repair or replace it.

MAYOR AND COUNCIL UPDATES and CORRESPONDENCE

- **Mayor Long** stated that the Council received a VIP invitation from the Board of County Commissioners to Washington County's 250th Anniversary Event on July 4, 2026 at the Washington County Agricultural Center. Town Manager Souders stated that they can RSVP to her and she will let the County know the head count for the event.
- **Mayor Long** reminded everyone of the Run-Off Election scheduled on Tuesday, June 30, 2026 from 7am to 8pm in the Shafer Park Community Center between Ken Ebmeier and Dave Wade.
- **Assistant Mayor Nally** stated that he attended the Environmental Commission's presentation on Drone Mapping on May 13, 2026.
- **Assistant Mayor Nally** stated that he attended the Commission on Aging Meeting on May 15, 2026
- **Assistant Mayor Nally** stated that Mayor Long and he will be attending the Maryland Municipal League Summer Conference in Ocean City, Maryland next week.
- **Council Member Kitchen** stated that the Mayor, many of the Council Members and he attended the Boonsboro's Best Award Ceremony at Middletown Valley Bank hosted by Sabrina Toothman.

NEW BUSINESS

Resolution 2026-02; *Amend Zoning Fee Schedule*: Town Manager Souders presented Resolution 2026-02; *Amend Zoning Fee Schedule* for the Councils review and input. She stated that Resolution 2026-02 was presented at the Public Hearing on May 11, 2026 to receive public input. She further stated that proposed Resolution 2026-02 will amend the Zoning Fees based on real rates provided by the Town Engineer. **Motion** by Council Member Kitchen, second by Assistant Mayor Nally to approve Resolution 2026-02; *Amend Zoning Fee Schedule*. **Motion carried.**

Appointment of Town Attorney per Town Charter Section 603: Town Manager Souders stated that according to the Town Charter Section 603, the Town must appoint a Town Attorney. She stated that we have been working with Leslie Powell and Powell LLC for the past year and that we need to formally appoint them. She further stated that it does not need to be placed out for bids because it is an appointment according to the Charter. **Motion** by Council Member Kitchen, second by Assistant Mayor Nally to appoint Leslie Powel, of Powell LLC, as the Town Attorney per the Town Charter Section 603. **Motion carried.**

Boonsboro Police Department Discussion Regarding Regulation of Electric Bikes and Scooters: Chief Rizer presented Ordinance 2008-03; *An Ordinance for the Purpose of Regulating the Use of Skateboards and Other Play Vehicles in Certain Areas of the Town* for the Councils review and input, noting that it was enacted for a specific issue at the time and has not been updated in 18 years. He stated that with the rapid growth of electric micromobility, the Boonsboro Police Department wants to ensure that all residents understand the legal boundaries governing electric bicycles (e-bikes) and electric scooters. He further stated that Maryland law separates these devices into strict categories based on speed, power, and functionality and that operating a device outside its lawful zone can result in heavy traffic citations, fines, or immediate vehicle impoundment. Chief Rizer presented the Three Legal Classes of E-Bikes (Under 750 Watts/Max 28 mph) and that to be legally classified as an "electric bicycle" in Maryland, a device must have fully operational pedals and an electric motor of 750 watts (1 horsepower) or less. They fall into three categories:

- Class 1 (Pedal-Assist Only): The motor assists only when the rider pedals and completely cuts out at 20 mph.
- Class 2 (Throttle-Actuated): The motor can propel the bicycle via a throttle without pedaling and completely cuts out at 20 mph.
- Class 3 (Speed Pedal-Assist): The motor assists only when the rider pedals and cuts out at 28 mph.
    - Age Restriction: State law mandates that operators of Class 3 e-bikes must be at least 16 years old.

Chief Rizer asked the Council what other Towns in Washington County allow on their Park paths. Council Member Weaver, who is also the Park Board Liaison, stated that we are protecting pedestrians' safety on our Park paths and we need to look at it from that perspective. Mayor Long stated that there are a lot of elderly residents that use the Parks trails for walking and are concerned about e-bikes and scooters. Council Member Kerns stated that maybe the Town could create an area just for

walking and another just for riding bikes and scooters. Council Member Weaver stated that the Park Board has discussed this and stated that it is tricky because how can you ban a little kid from riding a 2-3mph thing? He stated that mobility scooters are permitted in the Park. Council Member Hanson suggested looking at it from the perspective of teaching riders to be cautious of pedestrians and to make sure that they have the right-away. Chief Rizer stated that is what the Police have been doing with skateboarders. Planning Commission Member Carmella Smith asked if there are contradictions in the Ordinance; does it make it unenforceable? Council agreed that it is up to the discretion of the Law Enforcement Agency. Planning Commission Member Smith stated that she feels that Ordinance 2008-03 needs to be revisited because it vilifies teenagers, that they need an outlet and that the Park should be for everyone. She stated that she went back and looked at the Meeting Minutes from 2008 and the Ordinance was created during a time when there was a consistent problem and it was made to solve that one problem. She further stated that she is in favor of posting 'behavior' signs and suggested maybe having people register their bikes as a means of enforcement and penalizing the people that are being disrespectful, but that ultimately the Ordinance needs to be rewritten. Assistant Mayor Nally stated that a bike rack in the Park would be a good starting point, that he enjoys walking the Park trails and understands that kids will be kids but that some regulations need to be in place. Town Manager Souders stated that since the Police Department has already done so much of the preliminary leg work for the E-Bike, E-Scooter, and High-Speed Electric Vehicle Regulations in Boonsboro, would Chief Rizer consider revising the Ordinance as well? Chief Rizer stated that yes, he would be open to that. Town Manager Souders stated that the Town, Police and Park Board should all contribute to amending the Ordinance and that a Public Hearing will need to be scheduled. She stated that if it is ready, the Ordnance could be introduced at the June Workshop Meeting or the July 13, 2026 Regular Meeting. Chief Rizer will send out an email for input on the Ordnance amendment as soon as possible.

Offer Received to Lease Town Property*:* Town Manager Souders presented a Letter of Intent from ESA for the Councils review and input. She stated that ESA, a solar farm company, is requesting to lease 15 - 50 acres of the Town Farm on Monroe Road to install a solar energy farm. She further stated that the Thomas's, who currently farm the land in that area, had asked last year to purchase the land and the Town denied it. Town Manager Souders stated that she received this letter and wanted to share it with the Council to make them aware of the request. **Motion** by Council Member Kitchen, second by Assistant Mayor Nally to deny the Letter of Intent from ESA to lease land for a solar energy farm. **Motion carried.**

Consideration to Add Flags Honoring Fire Fighters and First Responders: Town Manager Souder stated that this was brought up because a resident inquired about honoring Fire Fighters and First responders in the same manner that we honor the Military with banners on the light posts. She stated that she contacted all of the Town Managers in Washington County as well as Mercersburg Printing, and they all said that no one is doing that kind of flag. She stated that she even reached out to Oley Griffith and he said no one has done it to his knowledge. Council Member Kerns stated that Angie Youngblood approached her with the suggestion. Council Member Hanson and Chief Rizer stated that they both feel that the banners should remain just for the Military members. Office Manager Miller stated that it is a nice idea to recognize Fire Fighters and First Responders, but it comes down to logistics of putting them up and taking them down and when do you do that. She stated that it currently takes the Public Works staff about 2 weeks to put up and take down the Military banners and that it would add a lot of additional work for them.

COMMISSION REPORTS

Park Board – *Council Member Weaver.* Meeting held on May 27, 2026. Discussions included an update on the new revised Shafer Park Treasurer Hunt, an update on the Certificates of Appreciation, an update on the Arbor Day and Park Clean-Up Event, a recap of the Fishing Derby and the Wagon Train events, an update on the Independence Day Celebration vendor applications and site locations, an update that the Pond Pavilion Grant has been approved by Washington County in the amount of $71,387, an update that baskets 4 and 16 of the Disk Golf Course have been relocated and caution awareness signs have been installed, the 2026 Summer Concert and Movie Series, the need to find a location for the Wind Phone and bat houses, the approval to have the Town create a policy that allows a handicapped individual to use a golf cart in the Park noting that the carts may not travel on pedestrian paths except to cross a path and the issuing of an annual permit that consists of a placard or sticker that documents the name of the individual and golf cart vin number, and the request to add additional Park Regulation signage in the Park.

Boonsboro Municipal Utilities Commission – *Assistant Mayor Nally.* Meeting held on May 20, 2026. Discussions included the Reservoir Replacement Project update, the Potomac Street Bottleneck Project update, the Crestview Water Pressure Reduction and Bypass Project update, the Water and Sewer Capacity Study updates, an update on the Fortiline - Kamstrup Advanced Water Meter Radio Pilot Program, the updated Utility Billing Policies and Procedures, the Review and Ranking of Project Priorities, and System Reports.

Planning Commission – *Council Member Kitchen.* Meeting held on May 28, 2026. Discussions included an update on the Concept Plans for Tractor Supply, the Preliminary Site Plan updates for Fletcher's Grove Ringley and Dean North Secondary Access, the scheduling of the Public Meetings June and July 2026 for review of the final draft of the Comprehensive Plan, the Town Attorney's review of the Text Amendments to the Site Plan Process, the Planning Commission Code of Conduct and Oath of Office discussion, the vacancies on the Planning Commission, enabling Legislation for the Planning Commission, an update on The Preserve at Fox Gap and Staff Reports.

- Council Member Kitchen asked that the Council read and thoroughly understand the Comprehensive Plan before voting on it. He stated that he has read it three times and plans to read it a fourth time, and stated that if anyone has questions to please talk to the Town Planner or him about it.
- Council Member Kitchen asked that the Mayor do a roll-call vote when the Floating Zone Ordinance is presented to the Council.

Economic Development Commission – *Council Member Hanson.* The Networking Night was held on May 21, 2026 at Green Hill Farm in Sharpsburg, Maryland and the next EDC Meeting will be on May 24, 2026 at 8AM in the Town Annex.

- Terri Packard will be stepping down from the EDC and Natoma Vargason will be taking her place as Chair.

Environmental Commission – *Assistant Mayor Nally.* Meeting held on May 13, 2026. Guest Speaker Jeff Musser of Sky Borne Drone Solutions attended. Meeting discussions included the Fiscal Year 2027 Budget, the final expenditures anticipated for Fiscal Year 2026 such as mulch for the Monarch Waystation, a tent and supplies for the Farmers Market and food forest mulch and flagstone for the Community Garden, and Subcommittee Reports.

- Mayor Long asked Council Member Kerns to attend the BEC 's next meeting on June 10, 2026 as a Liaison until he can appoint one after the Run-Off Election.

Motion by Council Member Small, second by Council Member Hanson to adjourn the Regular Meeting at 9:04PM. **Motion carried.**

Respectfully submitted,

Kimberly A. Miller, Office Manager