

**BOONSBORO MAYOR AND COUNCIL**  
**REGULAR MEETING MINUTES**  
**Monday, May 11th**

The Mayor and Council of Boonsboro held their Regular Meeting on Monday, May 11th, 2020 in the Meeting Chambers. In attendance were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Terri Hollingshead, Tony Nally, Ray Hanson, and Ricky Weaver. Also present were Town Manager Paul Mantello. The meeting convened at 7:04PM with the pledge and invocation offered by Mayor Long.

**FY 2021 Real Estate & Personal Property Tax Rate Public Hearing:** Postponed due to technical malfunction. Rescheduled for Tuesday, 5/26.

**Pledge & Invocation:** Mayor Long

**Review & Approval of Minutes:** Councilmember Hollingshead motioned to approve, and Councilmember Byrd seconded. Motion carried.

**Public Comments** (*must sign in and limit comments to 3 minutes*): None

**Mayor & Council Correspondence:** None

**Treasurer's Report:** Treasurer Kerns presented report. Councilmember Nally motioned to approve and Councilmember Byrd seconded. Motion carried.

**Police Department Report:** TM Mantello presented monthly report. Councilmember Hollingshead motioned to approve, and Councilmember Weaver seconded. Motion carried.

**NEW BUSINESS**

**Fiscal Year 2021 Real estate & Personal Property Tax Rates:** The public hearing was rescheduled for 6:30PM, Monday May 26<sup>th</sup>.

**2020 Municipal Election:** Election Board Member Kitchen updated Mayor & Council about upcoming election, mail-in ballots, and in-person voting accommodations. Mayor & Council approved election advertising and expenses. Councilmember Byrd motioned and Councilmember Nally seconded. Motion carried w/ 1 abstention.

**Renewal of Ordinance 2020-04; Civil Emergency:** Councilmember Kerns motioned, and Councilmember Byrd seconded. Motion carried.

**MES Intergovernmental Agreement:** Councilmember Nally motioned and Councilmember Kerns seconded. Motion carried.

**WWTP Roof Replacement Bid Results:** Town Manager Mantello presents bid results. Council expresses concern with unanticipated high cost. Councilmember motions to table until BMUC has had more time to

**Spring Appel Valley Bulk Trach Pickup:** Mayor Long announces rescheduling to June 20<sup>th</sup>, 2020.

**Hospice Parking Lot:** Town Manager Mantello and Mayor Long update Council about parking lot project. County to finalize permitting and construction to begin, soon. More updates to come.

**SHA Crosswalks Update:** Mayor Long informs SHA will restripe crosswalks, this summer. Crosswalk signage and signals will be installed next Spring, due to overspending on ADA upgrades.

**Certified Public Accountant Contract Renewal:** After discussion, Councilmember Byrd motioned to approve and Councilmember Weaver seconded. Motion carried.

**Thank You Letter to Dealership For Life:** Councilmember Kerns motioned to approve and Councilmember Nally seconded. Motion carried.

## **COMMISSION REPORTS**

**The Public Safety Commission, Planning Commission, Economic Development Commission, and Environmental Commission did not hold meetings in April.**

**Park Board:** Councilmember Weaver discussed scheduling concerts and the park's opening date.

**BMUC:** Councilmember Nally gave an update on BMUC business and the outstanding debt owed from WF and SF, to GF.

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

- Antietam Cable In-Kind Services: Per the Franchise Agreement, TM Mantello informs AC upgrades to all Town Buildings, except the WWTP, will occur soon. AC will provide free phone service, rather than Verizon.
- COVID-19 Preparedness and Response Plan: TM Mantello informs the plan has been fully implemented and all staff, officials, and volunteers have been briefed.
- ARC I&I Award: TM Mantello informs the Town was awarded a 50% grant, in the amount of \$150,000, from ARC. Next step is procurement and BMUC-approval.
- Consultant Planner: TM Mantello recommends hiring consultant planner, Tim Lung, at \$42/hour and an IDIQ Contract. Councilmember Nally motioned to approve and Councilmember Weaver seconded. Motion carried.
- Full-Time Planner Hiring: TM Mantello recommends restarting employment search for FT Planner. Plan is to expand advertisement and attract more candidates.

**Motion** by Assistant Mayor Byrd, second by Council Member Hollingshead to adjourn the Regular Meeting at 8:15PM and enter executive session concerning personnel matters. **Motion carried.**

Respectfully submitted,

Paul Mantello, Town Manager