

BOONSBORO MAYOR & COUNCIL
MONDAY, JULY 15, 2019
6:00PM
SPECIAL MEETING

The Mayor and Council held a Special Meeting on Monday, July 15, 2019 in the Meeting Chambers. Present were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Terri Hollingshead and Tony Nally (*BMUC Liaison*). Also present were Town Manager Paul Mantello, Office Manager Kimberly Miller, Town Planner Ethan Strickler and BMUC Member Bob Sweeney. The meeting convened at 6:00PM.

Boonsboro Municipal Utilities Commission Vacancy Replacements – Town Manager Mantello stated that the BMUC has had a leadership void for the last 3 to 4 months and that the Town Administrative Staff has been creating their monthly Meeting Agendas and writing their Meeting Minutes for the last 4 meetings. He stated that on July 11, 2019, the day of the scheduled BMUC July Meeting, after not hearing from any of the members since their June Meeting, he sent out an email cancelling the July Meeting and explaining that the Commission needs some reorganization and renewed commitment. He further stated that subsequently, Todd Kennedy and Ernie Harr resigned from their positions with the BMUC that afternoon, leaving the Commission with only 4 members. Town Manager Mantello stated that the Town needs to be very careful when selecting replacements candidates, noting that the BMUC needs dedicated volunteers who are willing to work together for the betterment of the Water and Sewer infrastructure.

Merging vs Cross Integration of Commissions - Town Manager Mantello stated that there are currently 2 vacancies on the BMUC (*6 Member Commission*) and 2 vacancies on the Planning Commission (*7 Member Commission*). He stated that after some thought and discussions with Town Planner Strickler and Office Manager Miller, he is proposing merging or cross integrating the two Commissions. He further stated that both of the Commissions share many common focuses, and that combining the two during this transitional period makes sense. Council Member Nally, *BMUC Liaison*, stated that the BMUC for the past few months has been losing continuity and lack of leadership. He stated that the Town needs to work on amending the Charter by revising the BMUC's role in the Town, work to make the Commission bring its focus back to infrastructure and move the Water and Sewer financial responsibilities back to the Town. BMUC Member Sweeney stated that there was some discussion about a lot of what the Council is talking about this evening at the BMUCs June Meeting, such as what is the BMUCs role and why are non-elected individuals signing checks for the Water and Sewer funds. He suggested creating 2 advisory Commissions and 1 combined Commission, noting that a Charter amendment is the first step. Commission Member Sweeney stated that the BMUC has been talking about I&I for 5+ years and nothing has been done, and that the focus needs to return to that. Assistant Mayor Byrd suggested keeping the BMUC and Planning Commission as they currently are and have them hold their Regular Meetings on *odd months* and Joint Meetings on *even months* throughout the year, much like the Economic Development Commission does with their Regular Meetings and Networking Breakfast Meetings. Council discussed various options as presented and agreed that the first step is a Charter Amendment and restructuring the BMUCs role. Town Planner Strickler stated that the Town Manager and the Council should consult with the Planning Commission to get their input before making any changes at their next meeting on July 23, 2019. He suggested inviting the 4 remaining BMUC Members to that meeting as well.

Charter Amendment Procedures – Town Manager Mantello stated that the first course of action is to start looking at amending the Town Charter and removing the Budget and spending powers of Boonsboro Municipal Utilities Commission and turning it into a regular Town Commission. He provided the Council with copy of the *Charter Amendment Procedures for Maryland Municipalities*. Mayor Long stated that the Charter Amendment process can take up to 90-days to complete. He stated that a committee had been formed a few years back to review the Charter, but that not much had been done since then. Mayor Long stated that he is recommending that a new Charter Amendment Committee (CAC) be formed and appointed Assistant Mayor Byrd, Council Member Kerns and Council Member Nally to assist Town Manager Mantello with the amendments. Council recommends researching the last revisions to the Charter. BMUC Member Sweeney suggested simply removing *Article 9; Municipal Utilities Commission* from the Charter as a good starting point for amendments. **Motion** by Council Member Hollingshead, second by Council Member Nally to form the new Charter Amendment Committee (CAC)

comprised of Town Manager Mantello, Assistant Mayor Byrd, Council Member Kerns and Council Member Nally. **Motion** carried.

Motion by Council Member Hollingshead, second by Council Member Nally to close the Workshop Meeting at 6:56PM.
Motion carried.

Respectfully submitted,
Kimberly A. Miller, Office Manager