

**BOONSBORO MAYOR AND COUNCIL  
SPECIAL MEETING MINUTES  
Wednesday, June 18, 2025**

The Mayor and Council of Boonsboro held a Special Meeting on Wednesday, June 18, 2025 in the Town Annex Meeting Chambers. In attendance were Mayor Howard Long, Assistant Mayor Tony Nally, Council Members Ray Hanson, Marilee Kerns, Eric Kitchen, and Ricky Weaver. Also present were Town Manager Rachel Souders and Office Manager Kimberly Miller. Council Member Terri Hollingshead was not in attendance.

The meeting convened at 5:30PM with the pledge and the invocation offered by Mayor Long.

**NEW BUSINESS**

**Introduction of Ordinance 2025-03; An Ordinance to Amend the Adopted Fiscal Year 2026 Budgets and Tax Rates:** Mayor Long stated that Ordinance 2025-01; *An Ordinance to Adopted Fiscal Year 2026 Budgets and Tax Rates for the Town of Boonsboro* was approved at the June 9, 2025 Regular Meeting but that an error was noticed after the Meeting. Town Manager Souders presented the Introduction of Ordinance 2025-03; *An Ordinance to Amend the Adopted Fiscal Year 2026 Budgets and Tax Rates for the Town of Boonsboro* for the Council’s review and input. She stated that the error was in **Section 5. Water and Sewer Fixed Fess** of Ordinance 2025-01 for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026. She further stated that the Sewer Fixed Fee amount was incorrect and should be \$71.50 per EDU per quarter for both Residential and Commercial, rather than \$66.

Section 5. Water and Sewer Fixed Fees. The water and sewer rates established in the Water and Sewer Funds Budget shall be charged and collected quarterly as set forth for Fiscal Year 2026.

<b>Proposed Rates July 1, 2025</b>	<b>Residential</b>	<b>Commercial</b>	<b>Out of Town</b>
<b>Sewer Fixed Fee</b>	<del>\$66.00 per EDU per quarter</del> \$71.50 per EDU per quarter	<del>\$66.00 per EDU per quarter</del> \$71.50 per EDU per quarter	----

Town Manager Souders stated that Utilities Billing/Administrative Assistant May noticed that the Sewer Fixed Fee amount was incorrect, noting that it does not affect the actual numbers in the Fiscal Year 2026 Budget. She stated that Assistant Mayor Nally reviewed the Fiscal Year 2026 Budget and it is correct. She further stated that she is requesting that a Public Hearing be held at 6:30PM on Monday, June 30, 2025 before the Workshop Meeting. **Motion** by Council Member Hanson, second by Assistant Mayor Nally approve the Introduction of Ordinance 2025-03; *An Ordinance to Amend the Adopted Fiscal Year 2026 Budgets and Tax Rates for the Town of Boonsboro*. **Motion carried.**

**Motion** by Council Member Hanson, second by Council Member Weaver to adjourn the Regular Meeting at 5:35PM. **Motion carried.**

Respectfully submitted,  
Kimberly A. Miller, Office Manager