

BOONSBORO MAYOR & COUNCIL
MONDAY, AUGUST 26, 2019
WORKSHOP MEETING

The Mayor and Council held their Workshop Meeting on Monday, August 26, 2019 in the Meeting Chambers to set the Regular Session Agenda for Monday, September 9, 2019. Present were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Ray Hanson, Tony Nally and Rick Weaver. Also present were Office Manager Kimberly Miller, Town Planner Ethan Strickler and Police Chief Kevin Morgan. Council Member Terri Hollingshead was not in attendance. The meeting convened at 7:00PM.

Boonsboro Adequate Public Facilities Ordinance Overview (APFO): Town Planner Strickler presented a PowerPoint presentation on the Town's Adequate Public Facilities Ordinance (APFO) and included the Town's Ordinance 2006-02 and Washington County's APFO for the Council's review and input. He stated that there are 9 sections in the Town's APFO designed to make sure infrastructure and services are adequate to support new development, noting that it addresses roads, utilities, schools, and building units. He further stated that adhering to the APFO is a shared responsibility of the Mayor and Council, Planning Commission and BMUC. Town Planner Strickler stated that the Town's APFO is based on Washington County's APFO, and that the Council may need to do a few small revisions to the Town's APFO to comply with the County's revisions. He stated that he will review the Town's APFO with Town Attorney Wantz and report back to the Council.

Girl Scout's Request to hold Flat Frosties Event: Office Manager Miller stated that the Town was approached by Girl Scout Troop 15036 about bringing the Flat Frosty Event back this holiday season. She stated that Troop Leader Kelly Rohrer provided a draft flier for the event for the Councils review and input. She further stated that participants would obtain the snowman cut-out from the Troop and then drop their finished product off at Town Hall and the Public Works staff would hang the 'Frosties' with the light post decorations. Council were fine with bringing the event back but suggested talking to the Economic Development Commission at their meeting on August 28, 2019 just to make sure that they are fine with it, too, as it was originally their holiday event. Office Manager Miller stated that Troop Leader Rohrer stated that funds raised from the event would be donated to the Washington County ASPCA and the Washington County Children in Need.

Annual Remembrance Parade: Mayor Long stated that the Council received an invitation to participate in the First Hose Company of Boonsboro's Annual Remembrance Parade on Wednesday, September 11 at 6:30pm. He stated that line-up is at 5:30pm at the Weis Market parking lot if the Council decides to participate.

MML Fall 2019 Conference - October 13 to 15, 2019: Mayor Long presented information for the 2019 Fall MML Conference to be held in Cambridge on October 13 to 15, 2019 and encouraged Council members to attend. He stated that the Conference conflicts with October 14, 2019 Mayor and Council Meeting and suggested moving the meeting to the week earlier. Consensus is to schedule the Mayor and Council Regular Meeting for Monday, October 7, 2019.

4th Annual South County Golf Tournament: Mayor Long stated that 4th Annual South County Golf Tournament, benefitting Micah's Backpack, will be held on September 23, 2019 at Black Rock Golf Course. He suggested that the Council consider donating or putting a 'team' together to play in the Tournament. **(NEW BUSINESS)**

Safety and Risk Program Update: Town Manager Mantello stated that he hired Public Works Crew Leader David Lewis as the new Safety Manager for the Town, noting that he is replacing former Safety Manager Jeremy Mose, of *Water and Wastewater Department*, who held the position until leaving the Town in April 2019. Town Manager Mantello stated that he plans to further develop the Safety Program to involve all of the Town employees and Police Department staff, and to also create a Safety Committee that will meet quarterly. He stated that the Safety Committee will be compromised of a member from each Town department and a Liaison from the Mayor and Council. Council Members Weaver and Hanson both volunteered to be part of the Committee. **(NEW BUSINESS)**

Council Member Kerns asked if the Town has ever considered recording and broadcasting the monthly Meetings online for people who can't attend. Mayor Long stated that a vendor from the MML Convention came to Town a few years back and submitted a proposal that it was very expensive. Council will look into how Williamsport broadcasts their meeting and consider possibly uploading meeting videos to YouTube.

Town Manager Mantello stated that he has been working on the Charter amendment process and hopes to have some information soon regarding the process to remove Article 9. He stated that he will keep the Council updated.

Town Planner Strickler reminded the Council that the Joint Meeting with the Council, Planning Commission and BMUC will be tomorrow, August 27, 2019 at 6:30PM.

Motion by Council Member Nally, second by Assistant Mayor Byrd to close the Workshop Meeting at 7:55PM. **Motion carried.**

Respectfully submitted,
Kimberly A. Miller, Office Manager