

BOONSBORO MAYOR & COUNCIL
MONDAY, OCTOBER 28, 2019
WORKSHOP MEETING

The Mayor and Council held their Workshop Meeting on Monday, October 28, 2019 in the Meeting Chambers to set the Regular Session Agenda for Monday, November 4, 2019. Present were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Ray Hanson, Terri Hollingshead, Tony Nally and Rick Weaver. Also present were Town Manager Paul Mantello, Office Manager Kimberly Miller, Town Planner Ethan Strickler and Police Chief Kevin Morgan. The meeting convened at 7:00PM.

Swearing in of Police Officer: Mayor Long and Chief Morgan presented the Oath of Office to new Boonsboro Police Officer Bryce Dickens. Officer Dickens graduated from the Washington County Police Academy on October 15, 2019.

Presentation of Certificate of Appreciation: Mayor Long and Chief Morgan presented Police Officer Aaron Taylor with a Certificate of Appreciation on behalf of the Town and Police Department. Officer Taylor's last day with the Town will be on October 31, 2019.

PUBLIC COMMENTS (*No comments were presented.*)

Police Department Update: Chief Morgan stated with Police Officer Taylor's last workday being October 31, 2019 and the termination of Officer Wade's position in mid-September, he plans on starting the interviewing process to hire two new Police Officers as soon as possible. He stated that he has three interviews scheduled for the afternoon of October 29 and will share the employment applications with the Council.

Ordinance 2019-04; An Ordinance to Amend and Add Certain Provisions to the Zoning Ordinance to Allow for Storage Containers as Temporary Uses with Changes Relating to its Text: Town Planner Strickler presented Ordinance 2019-04; *An Ordinance to Amend and Add Certain Provisions to the Zoning Ordinance to Allow for Storage Containers as Temporary Uses with Changes Relating to its Text* for the Councils review and input. He stated that the Ordinance was approved by the Planning Commission and includes details to clarify temporary storage container usage, permitting fees, 60-day allotted time periods and hardship exemptions. He further stated that the Ordinance addresses 'future' containers and not currently places containers, as they have been grandfathered in. Council voiced their concerns with regulations for existing containers and for removing old containers. Town Planner Strickler will further explore those regulations and report his findings back to the Council. He stated that he plans to schedule a Public Hearing before the December 2019 Mayor and Council Meeting.

MS4 Stormwater Regulations Memorandum of Understanding: Town Planner Strickler presented the MS4 Stormwater Regulations Memorandum of Understanding (MOU) for the Councils review and input, noting that it is an agreement with Washington County over the shared responsibilities of implementing the National Pollutant Discharge Elimination System (NPDES) Small Municipal Separate Storm Sewer System (MS4) General Permit requirements. He thoroughly reviewed the *Recitals* of the MOU highlighting the sections of:

- Washington County Stormwater Management, Grading and Erosion Control Ordinance
- MCM#1 Public Education and Outreach
- MCM #3 Illicit Discharge Detection and Elimination (IDDE)
- MCM #4 Construction Site Stormwater Runoff Control
- MCM #5 Post Construction Stormwater management
- MCM #6 Pollution Prevention and Good Housekeeping
- Chesapeake Bay Restoration and Meeting Total Maximum Daily Loads

Town Planner Strickler stated that all Municipalities will be submitting similar MOU's with slight alteration to Washington County. **(NEW BUSINESS)**

Resolution 2019-08; Washington County Stormwater Management Ordinance Re-Adoption: Town Planner Strickler presented Resolution 2019-08; *Stormwater Management Ordinance Update*, noting that the previous Resolution was enacted on February 26, 2013 as Resolution 2010-03; *Stormwater Management Ordinance Update - Revision 1*, for the Councils review and input. He stated that he is recommending the Resolution update to coincide with Washington County. **(NEW BUSINESS)**

Ordinance 2019-05; Illicit Discharge Detection and Elimination: Town Planner Strickler presented Ordinance 2019-05; *Illicit Discharge Detection and Elimination Ordinance (IDDE) for MS4* for the Councils review and input. He stated that the Ordinance goes along with the MS4 (Municipal Separate Storm Sewer System) MOU with Washington County, section MCM #3. He further stated that the Ordinance will establish methods for controlling the introduction of requirements of the National Pollutant Discharge Elimination System (NPDES) permit process and will show the Maryland Department of the Environment that the Town is progressing with the MS4 permit. Town Planner Strickler stated that a Public Hearing will be scheduled before the December 2019 Mayor and Council Meeting. **(NEW BUSINESS)**

RFP Results; 2019-2020 Snow Plowing and Sidewalk Clearing: Town Manager Mantello presented the Request for Proposals results for the 2019-2020 Snow Plowing and Sidewalk Clearing bid for the Councils review and input. He stated, after consulting with Public Works Superintendent Greg Huntsberry, that they are recommending accepting the bid from Custom Landscape Management, noting that they cost a few dollars more but that they are the most reliable contractor that the Town has worked with during the winter months. Council Member Kerns suggested that the Town could accept the bids from all three contractors and use them as needed throughout the season. Council agreed that sounds like a good option. **(NEW BUSINESS)**

Town Managers Update:

- **Keedysville Weir Update:** Stated that he spoke with Kendra Harmon of USDA regarding emergency funding, noting that as soon as the Town receives the Fiscal Year 2019 Audit, engineering plans and job cost, we can begin the application process. Stated that he is working on items for the Delegation's Pre-Legislative Forum on November 6, 2019. Stated that Wuihib Bayou of MDE visited the site and reported that the Town can perform emergency repairs without the permit, as we have been, as long as MDE is in the loop. After the application and plans have been submitted, the Town should receive the permit within 45-days. However, due to the trout spawning season in the Spring, no installation can be done between March 1st and May 31st. Additional sand and sandbags have been purchased and reinforcement of the temporary repair will continue. The water level is steady, and Keedysville Springhouse and Plant remain operational.
- **Banning Girls from Shafer Park:** Stated that the juvenile girls who vandalized Shafer Park have been banned from the park until restitution is paid. Stated that the Town received notification from the Maryland Department of Juvenile Services that parents/guardians of the girls have both failed to pay \$1,188.00 in restitution for property damage by the agreed due date. Stated that letters will be delivered to the parents/guardians of both girls. Council discussed pursuing payment of the restitution by filing in Small Claims Court.
- **Repairing Reeder's Alley:** Stated that the repaving of Reeder's Alley will begin on Wednesday of this week.
- **Bus Routes:** Stated that the Mayor, Town Planner Strickler and he met with Jeff Proulx, from Washington County Public Schools, this morning to changed bus routes and try to come up with a solution. Stated that they are working towards the idea of a traffic light at Campus Avenue and Maple Ave which operate in the morning and when school is dismissing, and flash at other times of the day. Stated that they will be putting together their request to present to the Delegates at the Pre-Legislative Forum.

Motion by Council Member Weaver, second by Assistant Mayor Byrd to close the Workshop Meeting at 8:40PM. **Motion carried.**

Respectfully submitted,
Kimberly A. Miller, Office Manager