

**BOONSBORO MAYOR AND COUNCIL
BUDGET WORKSHOP MEETING MINUTES
MONDAY, MAY 15, 2023**

The Mayor and Council of Boonsboro held a Budget Workshop Meeting on Monday, May 15, 2023 in the Meeting Chambers. The Meeting was streamed via GoToMeeting online for the public. In attendance were Mayor Howard Long, Assistant Mayor Tony Nally, Council Members Ray Hanson, Terri Hollingshead, Marilee Kerns, Eric Kitchen and Ricky Weaver. Also present were Interim Town Manager Kimberly Miller, Police Chief Kevin Morgan and Police Administrative Specialist Amy Rudy. The meeting convened at 6:00PM

Shafer Park Well Replacement: Interim Town Manager Miller stated that the Shafer Park Well Replacement drilling was originally bid for 500 feet and that they did not hit water until they drilled to 525 feet. She stated that Phillips & Sons Drilling, Inc. would need to drill an additional 100 to 125 feet to secure a good water source at the cost of \$7,500. **Motion** by Assistant Mayor Nally, second by Council Member Kerns to approve the additional drilling cost of \$7,500 to Phillips & Sons Drilling, Inc. **Motion carried.**

GIS Survey and Modeling Services: Interim Town Manager Miller stated that back in September 2022 the Mayor and Council approved the GIS Survey and Modeling Services Project through Barton and Loguidice at the preliminary estimate cost of \$23,500 (\$13,500 for Task 1: Tree Inventory and \$10,000 for Task 2: Stormwater Infrastructure Support). She stated that she was recently contact by David Pielmeier, the Barton and Loguidice's Senior Project Manager, requesting approval for an additional \$1,500 to complete the Virtual Arboretum Story Map, the last step of the Task 1: Tree Inventory Project. She further stated to date the total cost incurred from Barton and Loguidice is \$14,091.50 for Task 1, of which we have paid \$12,495. Interim Town Manager Miller stated that the reason for the cost being higher than anticipated is because additional subtasks were added to the Project that were not brought to the Mayor and Council, noting that she is recommending that the Town not move forward with the additional interactive 'Dashboard' subtasks at this time due to the additional cost for those items. **Motion** by Assistant Mayor Nally, second by Council Member Kerns to approve the additional \$2,200 to Barton and Loguidice to complete the projects associated with Step 1 of the GIS Tree Inventory. **Motion carried.**

Fiscal Year 2020 Budget Review: Assistant Mayor Nally and Council Member Kerns provided the Council with drafts of the Fiscal Year 2024 General Fund, Water Fund and Sewer Fund Budgets for their review and input. Police Chief Morgan and Police Administrative Specialist Rudy requested increases in the Police fuel and vehicle expense line items. Council discussed various increases in the line items for Public Works and the Park expenses of the draft Budgets and anticipated grant funding. Mayor Long thanked Assistant Mayor Nally, Council Member Kerns and Council Member Kitchen for their hard work in providing a balanced draft Budget for this Workshop Meeting.

Introduction of Ordinance 2023-02; Adopt the Fiscal Year 2023 Budgets and Tax Rates for the Town of Boonsboro: Interim Town Manager Miller presented the Introduction of Ordinance 2023-02; *An Ordinance to Adopt the Fiscal Year 2024 Budgets and Tax Rates for the Town of Boonsboro* for the Council's review and input. **Motion** by Assistant Mayor Nally, second by Council Member Hanson to approve the Introduction of Ordinance 2023-02; *An Ordinance to Adopt the Fiscal Year 2024 Budgets and Tax Rates for the Town of Boonsboro* and the scheduling of the Public Hearing for 6:30PM on Monday, June 12, 2023. **Motion carried.**

Motion by Assistant Mayor Nally, second by Council Member Hollingshead to adjourn the Budget Workshop Meeting at 7:20PM and move into **Executive Session**; *as provided under General Provisions Article §3-305 (b)(1), subsection (i) to discuss the appointment, employments, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction.* **Motion carried.**

Motion by Council Member Hollingshead, second by Assistant Mayor Nally to adjourn the Executive Session at 7:46PM. **Motion carried.**

Motion by Council Member Hollingshead, second by Assistant Mayor Nally to adjourn the Regular Meeting at 7:46PM. **Motion carried.**

Respectfully submitted,
Kimberly Miller, Interim Town Manager