



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, August 20, 2024 at 5:30 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. **Call to Order**

Mayor Logsdon called meeting to order at 5:30 pm

2. **Pledge of Allegiance**

3. **Frostburg Blessing**

4. PRESENT

Mayor Todd Logsdon

Commissioner of Finance Donald Carter

Commissioner of Public Safety Kevin Grove

Commissioner of Water, Parks and Recreation Nina Forsythe

Commissioner of Public Works Adam Ritchey

5. **Approval of the Agenda**

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Motion carried.

6. **Approval of Minutes**

A. Minutes from the July Council Meeting.

Motion to Approve the Minutes for the July Council Meeting made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

B. Closed Session Summary and Sealed Minutes from the August Work Session

Motion to Approve the Closed Session Summary and Sealed Minutes from August 13, 2024 made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

7. Special Presentations and Requests

Lifeguard recognition; Mayor Logsdon read into record

8. Mayor and Commissioners Reports and Announcements

A. Monthly Reports of the City Departments.

Motion to Approve Monthly Reports of the City Departments made by Commissioner of Public Safety Grove, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

B. Water Conservation Notice. Commissioner Nina Forsythe

The City of Frostburg continues to urge residents to conserve water. Piney Reservoir levels increased due to the rain, but remains below normal levels. Easy ways to conserve water include foregoing watering lawns and washing cars, taking shorter showers, and running the washer and dishwasher only when full.

Continued voluntary conservation efforts can help reduce the strain on the limited water resources available to the City. Communities served by the City of Frostburg's water system include not only Frostburg, but Eckhart, Consol, Grahamtown, Clarysville, Carlos, Shaft, Klondike, Borden, Zihlman, Mount Savage, Woodcock Hollow and all communities in the Georges Creek Water Service area: Midland, Gilmore, Lonaconing, Pekin, and Barton. Residents in all of these communities should begin water conservation practices immediately.

The City will continue to monitor reservoir levels. Recent rain events have helped, however additional rainfall and conservation efforts are needed to allow the reservoir to return to normal levels. Should the drought persist, a water conservation emergency may be declared by the Mayor and City Council.

9. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

A. ORDINANCE 2024-02 Amend the Zoning Ordinance in regards to Body Art Studios to allow by right in certain districts and add as a Special Exception use in other districts. Bethany Fife, Director of Community Development

Motion Second to Approve the Ordinance on First Reading, and set the September 17, 2024 Council Meeting as an advertised Public Hearing made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Finance Carter.

Motion carried.

B. Resolution 2024-42 Appoint Brian Alderton to the Board of Zoning Appeals. Bethany Fife, Director of Community Development

Motion Commissioner Donald L. Carter and Second Commissioner Nina Forsythe to Approve Resolution 2024-42; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion Carried

C. Resolution 2024-43 Approve Change Order No. 2 for the Mechanic Street Parking Lot Project in the amount of \$9,583.29 with Carl Belt, Inc. Hayden Lindsey, Director of Public Works

Motion Commissioner Nina Forsythe and Second Commissioner Kevin G. Grove to Approve Resolution 2024-43; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

- D. Resolution 2024-44** Approve Change Orders for Phase X-A CSO Separation Project with Braddock Construction. Hayden Lindsey, Director of Public Works

Motion Commissioner Adam Ritchey and Second Commissioner Donald L. Carter to Approve Resolution 2024-44; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried.

- E. Resolution 2024-45** Authorize an upgrade to the underdrain pump station at the Frostburg Water Treatment Plant in the amount of \$44,500 and approve a contract with Com-Bro Contracting, Inc. Hayden Lindsey, Director of Public Works

Motion Commissioner Nina Forsythe and Second Commissioner Kevin G. Grove to Approve Resolution 2024-45; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

- F. Resolution 2024-46** Approve Braddock Estates Drainage Improvements as an American Rescue Plan Act project. Hayden Lindsey, Director of Public Works

Motion Commissioner Adam Ritchey and Second Commissioner Donald L. Carter to Approve Resolution 2024-46; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

- G. Resolution 2024-47** Authorize City Attorneys to execute documents related to the Kroger Settlement, part of the ongoing Opioid Litigation. Elizabeth Stahlman, City Administrator

Motion Commissioner Donald L. Carter and Second Commissioner Kevin G. Grove to Approve Resolution 2024-47; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion approved

- H. Resolution 2024-48** Authorize a cost-share program with property owner to replace deteriorated sidewalks around the Hill Street school, not to exceed \$25,000 or 40% of total project costs, whichever is lesser. Elizabeth Stahlman, City Administrator

Motion Commissioner Nina Forsythe and Second Commissioner Kevin G. Grove Approve Resolution 2024-48; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

- I. Resolution 2024-49** Authorize a lease of a Chevy Silverado 1500 through the Enterprise Fleet Management Program for the Street Department. Elizabeth Stahlman, City Administrator

Motion Commissioner Adam Ritchey and Second Commissioner Donald L. Carter to Approve Resolution 2024-49; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

- J. Resolution 2024-50** Approve the acquisition of a street sweeper with American Rescue Plan Act funding and further authorize the purchase of the Elgin Street Sweeper from Maryland Industrial Trucks, Inc., as a sole source purchase through Sourcewell cooperative purchasing in the amount of \$364,860.00.

Motion Commissioner Adam Ritchey and Second Commissioner Donald L. Carter to Approve Resolution 2024-50; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

- K. Resolution 2024-51** Adopt a Section 125 Premium Only Plan in reference to the City's employees Health Insurance contributions. Elaine Jones, CPA, Director of Finance

Motion Commissioner Donald L. Carter and Second Commissioner Adam Ritchey to Approve Resolution 2024-51; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion carried

12. Report of the Frostburg Police Department

Chief Nicholas Costello

- A. Monthly Report for Jul 2024

13. Public Comment

Kelly Mears, 58 Linden Street heard helicopter and inquired of how to stay informed; dog parent inquired dog waste bags and where located on streets.

14. Mayor Logsdon adjourned meeting at 6:28 pm

Mayor Todd J. Logsdon

Elizabeth Stahlman, City Administrator