



# THE CITY OF FROSTBURG

## Mayor and Council Meeting Minutes

Tuesday, July 16, 2024 at 5:30 PM

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

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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 the meeting to order at 5:30 pm.

### 2. Pledge of Allegiance

### 3. Frostburg Blessing

### 4. Roll Call

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 the Minutes

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

A. Minutes from the June Council Meeting.

Motion and Second to Approve the Minutes for the June Council Meeting.

### 7. Special Presentations and Requests

### 8. Mayor and Commissioners Reports and Announcements

A. Monthly Reports of the City Departments.

Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.

## 9. Public Hearings

- A. Combined Sewer Overflow Monthly Public Hearing  
No public comment.
- B. Public Hearing CDBG Block Grant: Frostburg Childcare Center Project  
No public comment.
- C. Public Hearing CDBG Block Grant: Frostburg Raw Water Supply Dam Lining Project  
No public comment.

## 10. Old Business

- A. Downtown Parking Update. Elizabeth Stahlman, City Administrator  
City Administrator Stahlman presented a map to the Mayor and Council with a final Main Street parking plan. There was concurrence that this plan was acceptable to the Council.

## 11. New Business

- A. **Resolution 2024-36** Reappoint William Determan to the Historic District Commission and Reappoint Tom Vogtman and Kevin Wagner to the Board of Zoning Appeals. Bethany Fife, Director of Community Development  
  
Motion and Second to Approve Resolution 2024-36; PUBLIC COMMENT; Vote of the Mayor and City Council.  
  
Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.  
Motion carried.
- B. **Resolution 2024-37** Approve Annual Report submission to Maryland Department of Planning. Bethany Fife, Director of Community Development  
  
Motion and Second to Approve Resolution 2024-37; PUBLIC COMMENT; Vote of the Mayor and City Council.  
  
Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Safety Grove.  
Motion carried.
- C. **Resolution 2024-38** Approve a Change Order for CSO Project Phase X-A. Hayden Lindsey, Director of Public Works  
  
Motion and Second to Approve Resolution 2024-38; PUBLIC COMMENT; Vote of the Mayor and City Council.  
  
Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Water, Parks and Recreation Forsythe.  
Motion carried.
- D. **Resolution 2024-39** Award Paving Contract to low bidder, Ameri-Seal, LLC, in the amount of \$154,280.00. Hayden Lindsey, Director of Public Works  
  
Motion and Second to Approve Resolution 2024-39; PUBLIC COMMENT; Vote of the Mayor and City Council.  
  
Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Public Safety Grove.  
Motion carried.

**E. Resolution 2024-40** Approve a Change Order for the Mechanic Street Parking Lot project. Hayden Lindsey, Director of Public Works

Motion and Second to Approve Resolution 2024-40; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Finance Carter.

Public Comment: Kelly Morris - asked the Mayor and Council to consider solar canopies on new parking lots such as this one. Commissioner Forsythe indicated that it was already in the works, timing was such that the canopies would follow parking lot construction.

Motion carried.

**F. Resolution 2024-41** Approve tax abatement for Lions Club storage building property. Elaine Jones, Director of Finance

Motion and Second to Approve Resolution 2024-41; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

**G. Discussion:** Frostburg Gateway Project (Roundabout)

Elizabeth Stahlman, City Administrator

City Administrator Stahlman provided an update to the Mayor and Council about funding availability, additional design costs, and timing of the Frostburg Gateway Project (Roundabout). Staff recommended that the project be paused and the ARPA funding allocated as a contingency for the roundabout project be obligated elsewhere for more immediate needs of the City. The Mayor and Council offered consensus to this approach.

**12. Report of the Frostburg Police Department**

Chief Nicholas Costello

**13. Open Public Comment**

None.

**14. Adjournment**

Mayor Logsdon adjourned the meeting at 6:17 pm.

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Todd J. Logsdon, Mayor

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Elizabeth Stahlman, City Administrator