



THE CITY OF FROSTBURG

Mayor and Council Meeting Agenda

Tuesday, March 18, 2025 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

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

5. Approval of the Agenda

6. Approval of the Minutes

A. Minutes from the February Council Meeting.

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

B. Summary and Minutes from the Closed Session Meeting on March 11, 2025.

Motion and Second to Approve Closed Session Summary and Meeting Minutes.

7. 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.

8. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

9. Old Business

10. New Business

A. **Resolution 2025-11** Approve Change Orders 1, 2, & 3 for Storage Building Earthwork Contract with Winner D. Contracting, LLC. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-11; PUBLIC COMMENT; Vote of the Mayor and City Council.

B. **Resolution 2025-12** Approve Change Order NO. 1 for Storage Building Construction Contract with Kauffman Metals. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-12; PUBLIC COMMENT; Vote of the Mayor and City Council.

- C. Resolution 2025-13** Approve Change Order NO. 1 for Storage Building Interior Finishes Contract with Daystar Builders, Inc. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-13; PUBLIC COMMENT; Vote of the Mayor and City Council.

- D. Resolution 2025-14** Award a Contract and Approve Change Order NO. 1 for Storage Building Electrical Work with Stevens Electrical, Inc. Hayden Lindsey, Acting City Administrator.

Motion and Second to Approve Resolution 2025-14; PUBLIC COMMENT; Vote of the Mayor and City Council.

11. Open Public Comment

12. Adjournment



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, February 18, 2025 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. Roll Call

PRESENT

Mayor Todd Logsdon

Commissioner of Public Safety Kevin Grove

Commissioner of Water, Parks and Recreation Nina Forsythe

Commissioner of Public Works Adam Ritchey

ABSENT

Commissioner of Finance Donald Carter

5. Approval of the Minutes

A. Minutes from the January Council Meeting.

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

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

Motion carried

B. Summary and Minutes from the Closed Session Meeting on February 11, 2025.

Motion and Second to Approve Closed Session Summary and Meeting Minutes.

Motion made by Commissioner of Public Safety Grove, Seconded by Commissioner of Public Works Ritchey.

Motion carried

6. Special Presentations and Requests

7. 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.

8. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

9. Old Business

10. New Business

A. Resolution 2025-07 Approve engagement with McGuireWoods LLP for Bond Counsel services not to exceed \$50,000.00. Elaine Jones, CPA, Director of Finance

Motion and Second to Approve Resolution 2025-07; 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

B. Resolution 2025-08 Approve agreement with ServLine for residential leak protection insurance. Elaine Jones, CPA, Director of Finance

Motion and Second to Approve Resolution 2025-08; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Motion carried.

C. Resolution 2025-09 Authorize sole source purchase through Kauffman Metals for Frostburg Food Pantry project in the amount of \$44,402.40. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-09; 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 2025-10 Approve budget amendment in the amount of \$118,384.86 for contract with Maryland Environmental Service. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-10; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Motion carried

11. Report of the Frostburg Police Department

Chief Nicholas Costello

A. Chief Nicholas Costello read his report

12. Kelli Mears-58 Linden Street is so pleased of the City's Transparency to navigate transgression adapt and move forward. She is a political science graduate from FSU and cannot believe of government actions in the last 30 days. Over 200,000 Federal workers terminated with little to no notice and now no fact sources removed to the public with the Federal Funding Freeze. Concerned how this will effect City Government funding. Mayor Logsdon assured Ms. Mears that the city will not be overly effected as did Elaine Jones, CPA, Director of Finance. Ms. Mears also commented on FSU adapting a resolution for transgender safe safe-gender affirming nonbinding transgender-not dangerous. Also thanked the City for working with the Winter Formal LGBTQ Queer Dance Party @ City Place that will take place Saturday February 22 that will help fund the LGBTQ Queer high schools Prom.

Carol Smith-255 Armstrong Ave. inquiring about what's going on with the gloomy dark Au Petite building. Is there anything being done with it. Mayor Logsdon reported that funding has become an issue for the owner and the city has been working with him but ultimately it could be torn down. Kevin Grove, Commissioner of Public Safety also reported the building is just a shell that has been gutted.

13. Adjournment

Mayor Todd Logsdon adjourned meeting at 6:11 PM

Mayor Todd J Logsdon

Lydia Claar, Acting Deputy City Administrator

MINUTES OF CLOSED SESSION HELD ON March 11, 2025

1. *Statement of the time, place, and purpose of the closed session:*

Time of closed session: 4:14 pm
Place (location) of closed session: 37 Broadway, Frostburg Municipal Center, Meeting Room 100
Purpose of the closed session: To discuss a liability concern with legal counsel

Record of the vote of each member as to closing the session:

Names of members voting aye: Forsythe, Grove, Ritchey, Logsdon, Carter
Members opposed: None Abstaining: None

2. *Statutory authority to close session:*

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):
➔ *Topic #1:* § 3-305(b) (7) ➔ *Topic #2:* § 3-305(b) () ➔ *Topic #3:* § 3-305(b) ()

3. *Listing of each topic actually discussed, persons present, and each action taken in the session:*

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Liability Concern	Commissioner Forsythe, Commissioner Grove, Commissioner Ritchey, Commissioner Carter, Mayor Logsdon. & Staff: H. Lindsey, B. Fife, M. Cohen	Discussed the concern and created next steps to address it.

Minutes: Commissioner Ritchey moved to enter into closed session. Commissioner Forsythe seconded.

City of Frostburg
Monthly Reports



For the month of February 2025
Reports from the Departments of:

Community Development
Finance
Parks and Recreation
Street
Water
Police

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: February 2025

Submitted by: Bethany Fife, Director of Community Development; Jamie Klink, Planner; Mary Gracie, Rental Housing Program Coordinator; Jay Hovatter, Code Enforcement Officer

Permits

Please see attached permit report.

Rental Housing

- Processed Rental Licenses, MDE Lead Certificates, and Owner's Agent Certification Forms. At this time, approximately 80% of rental properties have renewed their Rental License.
- RH Coordinator assisted property owners with general zoning inquiries.
- Working on emailing copies of rental license and receipts for 2025 to property owners.
- Spoke with several tenants due to tenant landlord issues and referred tenants to Tenant/Landlord helpline with successful help for issues for tenants. Also handled issues through emails to tenants and landlords with great success.
- Owner and Agent information was provided to the Frostburg Police Department when requested. Updated spreadsheet sent to both Police Department and Fire Department
- Mailing address and email addresses updates were made for property owners who needed them.
- Updating IWORQ and Rental Housing Spreadsheet in reference to tri- yearly inspections.
- Sent several emails to owners in reference to completing owner's agent form and providing a copy of their driver's license
- Newly owner-occupied properties have been updated from rental status.
- Attended monthly Landlord Tenant Meeting HRDC
- New rental properties brought into program and property owners were provided RH materials.
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Combined effort for compliance was made with Code Enforcement with non-compliant properties.

- Confirmation of outstanding registration issues were given by RH and CE per our Finance Department's request.
- All owners were sent emails to request a copy of the most current lead licenses for their rental properties
- I WORQ Training reference to revamp and updating system of rental housing.

Code Enforcement

- Detailed code enforcement action reports are attached. Please note that the Phone Call/Emails in the Activity Report reflect calls and emails from complainants, property owners, and/or tenants related to code enforcement matters.

Boards and Commissions

- *Historic District Commission* – The Historic District Commission met on February 10 to review the proposal for a 38' x 12' composite deck construction at the Tunnel Hotel and Trail Inn Café, located at 20 Depot Street. The deck is proposed to be constructed at the hostel and bath house building adjacent to the main hotel building, and will connect to the second story deck of the hotel building. The deck construction project was unanimously approved. Additionally, numerous staff approvals that had been issued since the previous Historic District Commission meeting on July 8, 2024 were discussed.
- *Planning Commission* – The Frostburg Planning Commission did not meet in February due to a lack of applications received.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in February due to a lack of applications received.
- *Green Team* – The Green Team did not meet in February due to illness and lack of agenda items.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- February 3: Comp Plan check-in (survey pre-launch meeting)
- February 5: Solid Waste Management Board meeting
- February 7: iWorQ Rental Housing module training #1
- February 10: Comp Plan check-in (GIS & parcel data)

- February 10: DHCD SDF Awardee Training
- February 11: M&CC Work Session and Closed Session
- February 12: Co-Chaired Leadership Allegany's Economic Development Day
- February 18: M&CC Meeting
- February 19: FrostburgFirst Board of Directors
- February 26: iWorQ Rental Housing module training #2
- February 27: Allegany County Tourism Strategic Planning Stakeholder Engagement Roundtable
- February 28: Comp Plan check-in (survey launch)

Director's Current Project Updates:

- *Rental Housing Program Revamp* – Staff have developed a survey for rental property owners and owners agents, which is expected to be released mid-March. The Code Enforcement Officer has begun trainings to obtain his rental housing inspector certification. The process of upgrading the CD Department's iWorQ software to include a new rental housing module has begun, and we are attending weekly trainings to develop the new portal.
- *Comprehensive Plan Re-Write* – The Comprehensive Plan community survey was launched on February 28 and will remain open through the month of March. The PR plan was finalized throughout the month of February, and CD staff attended several check-in meetings with the Consultant throughout the month to ensure we are on track for launch.
- *Edible Arboretum Enhancements* – We are still awaiting payout for our Sustainable Maryland Action Grant. Once funds are disbursed, a local landscaping company will be contracted to carry out the next phase of plant installation.
- *N. Water Street Townhouse Pre-Development* – Our SDF award agreement is currently in review by DHCD's legal team. Once we are given the notice to proceed, we will release bid documents for the demolition and sitework.
- *Glendening Signage Project* – Several sign mock-ups have been received from the designer, and we expect to send these to production within the next 2 months. The project will be complete no later than June 30.
- *Stabilization Grant Program* – Allegany County's SDF award is still being reviewed by DHCD's legal team. In the meantime, City and County staff have met to finalize the details of the stabilization grant program and have developed a preliminary draft of relevant materials.

- *Green Team Spring Initiatives* – The Green Team has been working to plan several spring initiatives, including:
 - We will host a Garden Supply Swap at City Place on Saturday, March 29, in collaboration with our local Master Gardeners, the Frostburg Farmer’s Market, and the Frostburg Library.
 - Green Team member Kirsten Getz has developed an Earth Month Bingo Card to encourage sustainable practices throughout the month of April. Participants can submit their completed bingo card for a chance to win \$25 in Burg Bucks.
 - The 3rd annual Buy Nothing, Give Freely event will be held at City Place on May 17 and 18. This event has been wildly popular, and we are expecting an even better turnout this year.



Case Activity Report

2/1/2025 - 2/28/2025

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
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Group: Door Hanger

2/12/2025	7/31/2023	198 E MAIN ST	Collapsed front porch/ high grass/overgrown	Door Hanger	On Hold

Group Total: 1

Group: Inspection

2/12/2025		4 N MOUNT VERNON ST	Tree complaint	Inspection	No CE Action Necessary
2/10/2025	ASAP	135 SPRING ST	Hanging rain gutter	Inspection	First Warning

Group Total: 2

Group: Issue Citation

2/24/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Issue Citation	Citation Issued
2/26/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Issue Citation	Citation Issued
2/24/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Issue Citation	Citation Issued

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
2/3/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Issue Citation	Citation Issued

Group Total: 4**Group: Phone Call/Email**

2/27/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Phone Call/Email	Citation Issued
2/20/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Phone Call/Email	Citation Issued
2/12/2025	01/20/2025	198 E MAIN ST	Snow covered sidewalks	Phone Call/Email	On Hold
2/3/2025	02/12/2025	133 MAPLE ST	Mattress in front yard	Phone Call/Email	Resolved
2/5/2025	02/12/2025	123 CENTER ST	Sofa on front porch	Phone Call/Email	Resolved

Group Total: 5**Group: Re-Inspection**

2/28/2025	2/28/2025	142 MAPLE ST	Unregistered/Disabled vehicles	Re-Inspection	First Warning
2/24/2025	02/28/2025	119 BOWERY ST	Trash	Re-Inspection	Resolved
2/12/2025	02/12/2025	123 CENTER ST	Sofa on front porch	Re-Inspection	Resolved
2/14/2025	02/14/2025	146 BOWERY ST	Refrigerator on porch mattress in side yard	Re-Inspection	First Warning
2/14/2025	02/12/2025	133 MAPLE ST	Mattress in front yard	Re-Inspection	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
2/12/2025	02/12/2025	133 MAPLE ST	Mattress in front yard	Re-Inspection	Resolved
2/12/2025	02/12/2025	123 CENTER ST	Sofa on front porch	Re-Inspection	Resolved
2/14/2025	02/14/2025	146 BOWERY ST	Refrigerator on porch mattress in side yard	Re-Inspection	First Warning

Group Total: 8

Group: Return Mail

2/24/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Return Mail	Citation Issued
2/20/2025	01/13/2025	108 S BROADWAY	Furniture in front yard. Compliance date 01/13/2025	Return Mail	Citation Issued
2/10/2025	01/20/2025	198 E MAIN ST	Snow covered sidewalks	Return Mail	On Hold

Group Total: 3

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Total Records: 23

3/13/2025



Case Detail Report

2/1/2025 - 02/28/2025

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
2/5/2025	02/19/2025	44 LINDEN ST	Disabled/Unregistered vehicle	Resolved
2/5/2025	02/12/2025	123 CENTER ST	Sofa on front porch	Resolved
2/5/2025	02/12/2025	133 MAPLE ST	Mattress in front yard	Resolved
2/7/2025	02/14/2025	146 BOWERY ST	Refrigerator on porch mattress in side yard	First Warning
2/14/2025	2/28/2025	142 MAPLE ST	Unregistered/Disabled vehicles	First Warning
2/14/2025		4 N MOUNT VERNON ST	Tree complaint	No CE Action Necessary
2/21/2025	02/28/2025	138 WOOD ST	Front yard parking	Resolved
2/21/2025	02/28/2025	119 BOWERY ST	Trash	Resolved
2/28/2025	03/14/2025	63 SPRING ST	Unregistered/disabled vehicles	First Warning
2/28/2025	03/07/2025	62 SPRING ST	Furniture	Citation Issued
2/28/2025	03/14/2025	166 BOWERY ST	Unregistered/disabled vehicles	Resolved
2/28/2025	3/14/2025	132 MAPLE ST	Unregistered vehicle at rear of property.	Resolved

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
2/28/2025	ASAP	18 N GRANT ST	Debris/junk, porch deteriorating, brush	Final Warning

Total Records: 13

3/13/2025



Permit Report

02/01/2025 - 02/28/2025

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Burning		159 MCCULLOH ST	Burning Brush	Closed
Building	Addition	112 MOUNT PLEASANT ST	24' x 30' Addition	Open
Solicitor - Door-to-Door		Citywide	Door to Door Solicitor Permit - American Custom Contractors Inc.	Closed
Use & Occupancy		202 CENTER ST	Commercial Use and Occupancy (Update of Permit #2020-052)	Closed
Certificate of Appropriateness		64 FROST AVE	Installation of 14' x 30' x 78" Deep In-ground Swimming Pool	Closed
Solicitor - Long-Term Mobile		Citywide	Long Term Mobile Business Unit (Food Trailer)	Closed
Certificate of Appropriateness		20 DEPOT ST	Construction of a 38' x 12' Composite Deck	Closed
Certificate of Appropriateness		20 DEPOT ST	Installation of a 2' x 15' Commercial Sign	Closed
Sign		20 DEPOT ST	Installation of a 2' x 15' Commercial Sign	Pending
Building	Accessory Structure	20 DEPOT ST	Construction of a 38' x 12' Composite Deck	Pending

Building	Swimming Pool	64 FROST AVE	Installation of 14' x 30' x 78" Deep In-ground Swimming Pool	Open
Burning		181 ORMAND ST	Burning Brush	Closed

Total Records: 12

3/13/2025

CITY OF FROSTBURG
FEBRUARY 2025 BUDGET REPORT

Section 7, Item A.

Account Id	Account Description	Amended Budget	Feb 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4000	TAXES-REAL ESTATE	2,908,000	(7,031.03)	2,929,612.95	100.7
01-000-4001	PERSONAL PROPERTY TAXES	7,000	-	7,081.05	101.2
01-000-4002	PUBLIC UTILITY TAXES	220,000	-	221,842.35	100.8
01-000-4003	CORPORATION TAXES	95,000	16,359.90	83,608.05	88.0
01-000-4004	PRIOR YEAR TAXES	1,000	-	-	-
01-000-4005	TRAILER TAX	1,600	-	560.00	35.0
01-000-4010	INTEREST ON TAXES	50,000	5,565.55	27,014.74	54.0
01-000-4011	TAX CREDITS	(32,400)	-	(33,684.70)	104.0
01-000-4012	TAX ABATEMENTS	(3,000)	-	(2,801.94)	93.4
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,200	-	-	-
01-000-4020	MARYLAND INCOME TAXES	640,000	151,705.41	418,525.19	65.4
01-000-4021	ADMISSION TAXES	24,000	205.68	10,303.14	42.9
01-000-4022	HOTEL MOTEL TAX	155,000	6,702.32	95,141.35	61.4
01-000-4023	HIGHWAY USE TAX	510,000	-	139,760.41	27.4
01-000-4024	COAL TAX	2,600	-	-	-
01-000-4025	HOUSING AUTHORITY	14,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	-	-	-
01-000-4031	LIQUOR LICENSES	10,000	-	9.50	0.1
01-000-4032	TRADERS LICENSES	10,000	96.97	1,887.12	18.9
01-000-4040	POLICE GRANTS	40,000	5,053.86	26,894.42	67.2
01-000-4041	PARKING METERS	1,000	2.39	767.81	76.8
01-000-4043	POLICE PROTECTION GRANTS	135,000	-	61,270.00	45.4
01-000-4045	FINES & FORFEITURES	15,000	765.00	3,380.00	22.5
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000	-	10,000.00	100.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	7,500.00	22,500.00	75.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	175.00	1,605.00	80.3
01-000-4051	BUILDING PERMITS	1,500	25.00	4,480.00	298.7
01-000-4052	RENTAL REGISTRATION	74,000	16,760.00	61,670.00	83.3
01-000-4054	CONSTRUCTION INSPECTIONS	17,750	375.00	17,525.00	98.7
01-000-4055	CODE ENFORCEMENT CITATIONS	750	-	250.00	33.3
01-000-4056	COMM DEV GRANT REVENUE	50,000	-	42,010.82	84.0
01-000-4060	SWIMMING POOL	60,000	-	29,596.50	49.3
01-000-4062	DAY CAMP REGISTRATIONS	18,000	-	15,835.00	88.0
01-000-4063	RECREATION ACTIVITIES	22,000	2,540.00	12,395.00	56.3
01-000-4200	OPERATING TRANSFER - WATER FUND	95,600	7,967.00	63,736.00	66.7
01-000-4201	OPERATING TRANSFER - SEWER FUND	241,750	20,146.00	161,168.00	66.7
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	18,175	1,515.00	12,120.00	66.7
01-000-4250	NSF FEES	-	140.00	1,070.00	-
01-000-4301	RENTS	111,000	1,125.00	65,229.02	58.8
01-000-4302	HRD APPROPRIATION	10,700	-	10,761.00	100.6
01-000-4303	FRANCHISES - GAS, TV, ETC	72,000	19,406.87	37,625.83	52.3
01-000-4304	MISCELLANEOUS REVENUE	4,000	231.00	4,360.59	109.0
01-000-4306	PROJECT REIMBURSEMENT	88,000	2,453.89	285,781.85	324.8
01-000-4315	PROCEEDS FROM FUND BALANCE	173,870	-	-	-
01-000-4317	SPECIAL REVENUE	2,103,000	-	1,776,838.44	84.5
01-000-4600	INTEREST INCOME	400,000	46,397.99	352,870.96	88.2
CORPORATE FUND Revenue Totals		8,427,995	306,183.80	6,980,600.45	

CITY OF FROSTBURG
FEBRUARY 2025 BUDGET REPORT

Section 7, Item A.

Account Id	Account Description	Amended Budget	Feb 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
EXECUTIVE					
01-100-5000	SALARIES	22,200	1,850.00	14,800.00	66.7
01-100-5010	SOCIAL SECURITY	1,700	141.55	1,132.40	66.6
01-100-5012	WORKERS COMP	175	13.00	133.00	76.0
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	183.01	2,790.96	46.5
01-100-5104	INSURANCE - PUBLIC OFFICIALS	8,100	-	8,072.00	99.7
01-100-5110	CONTRIBUTIONS	524,750	-	524,730.00	100.0
01-100-5150	TRAINING	2,800	1,545.00	3,145.00	112.3
01-100-5160	TRAVEL	5,700	1,462.22	3,269.18	57.4
01-100-5185	PROFESSIONAL FEES	20,000	1,750.00	22,238.00	111.2
100 Executive		591,425	6,944.78	580,310.54	
ADMINISTRATIVE					
01-110-5000	SALARIES	176,000	11,559.29	111,268.96	63.2
01-110-5001	SALARIES - BONUS	15,115	-	15,115.00	100.0
01-110-5010	SOCIAL SECURITY	13,300	861.45	9,205.03	69.2
01-110-5011	PENSION	17,800	-	17,765.00	99.8
01-110-5012	WORKERS COMP	600	51.00	499.00	83.2
01-110-5013	INSURANCE - HEALTH	46,500	6.70	22,318.27	48.0
01-110-5014	INSURANCE - HEALTH RETIREE	43,500	1,634.14	19,171.65	44.1
01-110-5015	CONTRIBUTION - 457	2,000	113.50	1,140.38	57.0
01-110-5030	EMPLOYEE WELLNESS	7,500	(7.81)	5,289.94	70.5
01-110-5050	RESERVE FOR CONTINGENCIES	16,000	266.72	11,042.09	69.0
01-110-5100	INSURANCE - AUTO	700	-	-	-
01-110-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-110-5105	INSURANCE - PROPERTY	11,700	-	11,421.70	97.6
01-110-5106	INSURANCE - AD&D AND LIFE	4,500	299.46	2,726.14	60.6
01-110-5111	CONTRIBUTIONS - TOURISM	130,900	2,000.00	87,299.00	66.7
01-110-5150	TRAINING	1,200	-	1,096.64	91.4
01-110-5160	TRAVEL	1,800	767.76	2,405.02	133.6
01-110-5185	PROFESSIONAL FEES	1,100	37.00	124.88	11.4
01-110-5191	COMMUNICATIONS	8,000	1,152.75	8,481.39	106.0
01-110-5200	ADVERTISING	6,400	487.50	2,011.03	31.4
01-110-5205	LEGAL	42,500	3,850.00	21,341.25	50.2
01-110-5207	PENSION ADMINISTRATIVE FEE	7,350	1,831.90	5,495.70	74.8
01-110-5210	OFFICE SUPPLIES	11,000	1,762.16	9,733.29	88.5
01-110-5220	POSTAGE	23,000	3,286.92	14,220.08	61.8
01-110-5230	COMPUTER EXPENSE	9,000	574.00	5,443.00	60.5
01-110-5232	IT LICENSING AND FEES	33,000	-	29,902.07	90.6
01-110-5235	DIGITAL ENGAGEMENT	29,000	-	17,898.76	61.7
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,500	-	24,758.96	16.0
01-110-5500	BUILDING - ARMORY	12,000	262.38	8,574.84	71.5
01-110-5502	BUILDING MAINTENANCE	22,800	548.68	19,479.55	85.4
01-110-5550	UTILITIES - BUILDING	16,000	2,397.76	10,881.66	68.0
01-110-5700	BANK FEES	1,000	-	9.00	0.9
01-110-5807	CAPITAL OUTLAY	656,000	29,006.13	1,027,524.32	156.6
110 Administrative		1,521,940	62,749.39	1,523,755.60	

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	FINANCE				
01-120-5000	SALARIES	88,000	5,433.16	52,077.04	59.2
01-120-5010	SOCIAL SECURITY	6,700	398.18	3,838.16	57.3
01-120-5011	PENSION	8,900	-	8,883.00	99.8
01-120-5012	WORKERS COMP	250	18.00	185.00	74.0
01-120-5013	INSURANCE - HEALTH	32,500	1,201.97	11,760.14	36.2
01-120-5015	CONTRIBUTION - 457	625	38.36	344.17	55.1
01-120-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-120-5105	INSURANCE - PROPERTY	3,500	-	3,448.39	98.5
01-120-5150	TRAINING	1,000	-	-	-
01-120-5185	PROFESSIONAL FEES	1,000	-	566.00	56.6
01-120-5310	AUDITING	75,000	-	73,050.00	97.4
01-120-5311	ACTUARIAL STUDY	5,000	-	-	-
01-120-5313	TAX COLLECTION	1,300	-	363.58	28.0
01-120-5810	RETSA OBLIGATION	9,600	-	2,869.80	29.9
	120 Finance	233,550	7,089.67	157,497.28	
	COMMUNITY DEV				
01-130-5000	SALARIES	125,000	9,520.01	80,920.09	64.7
01-130-5010	SOCIAL SECURITY	9,500	696.32	5,918.72	62.3
01-130-5011	PENSION	12,650	-	12,617.00	99.7
01-130-5012	WORKERS COMP	350	25.00	257.00	73.4
01-130-5013	INSURANCE - HEALTH	23,000	1,704.63	16,267.50	70.7
01-130-5015	CONTRIBUTION - 457	1,500	53.90	484.30	32.3
01-130-5100	INSURANCE - AUTO	800	-	720.00	90.0
01-130-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-130-5105	INSURANCE - PROPERTY	4,600	-	4,597.85	100.0
01-130-5150	TRAINING	750	-	640.00	85.3
01-130-5160	TRAVEL	900	-	257.66	28.6
01-130-5185	PROFESSIONAL FEES	1,000	-	175.00	17.5
01-130-5320	ECONOMIC DEVELOPMENT	6,800	-	3,851.45	56.6
01-130-5322	PLANNING	155,000	13,595.00	23,810.00	15.4
01-130-5323	PUBLIC ART	2,000	-	-	-
01-130-5401	AUTO EXPENSE	500	35.00	168.00	33.6
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	-	23,507.00	47.0
01-130-5822	SPECIAL PROJECTS	13,300	-	702.24	5.3
	130 Community Dev	407,825	25,629.86	175,005.81	
	CODE ENFORCEMENT				
01-140-5000	SALARIES	63,000	3,913.91	34,697.36	55.1
01-140-5010	SOCIAL SECURITY	4,800	278.16	2,463.07	51.3
01-140-5011	PENSION	5,700	-	6,359.00	111.6
01-140-5012	WORKERS COMP	200	15.00	153.00	76.5
01-140-5013	INSURANCE - HEALTH	22,800	1,797.06	16,917.41	74.2
01-140-5015	CONTRIBUTION - 457	750	38.81	366.04	48.8
01-140-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-140-5105	INSURANCE - PROPERTY	2,900	-	3,448.39	118.9

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01-140-5150	TRAINING	500	-	213.96	42.8
01-140-5160	TRAVEL	500	-	36.50	7.3
01-140-5185	PROFESSIONAL FEES	400	-	20.00	5.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	13,700	1,666.67	13,166.67	96.1
01-140-5330	CODE ENFORCEMENT	5,000	-	9.00	0.2
01-140-5331	CONSTRUCTION INSPECT	20,000	285.00	12,452.25	62.3
01-140-5332	RENTAL INSPECTION	19,500	-	15,150.00	77.7
140 Code Enforcement		159,925	7,994.61	105,564.65	

	PUBLIC WORKS ADMIN				
01-150-5000	SALARIES	76,000	5,082.98	45,861.99	60.3
01-150-5010	SOCIAL SECURITY	5,800	372.96	3,386.35	58.4
01-150-5011	PENSION	7,700	-	7,671.00	99.6
01-150-5012	WORKERS COMP	1,600	116.00	1,189.00	74.3
01-150-5013	INSURANCE - HEALTH	14,000	992.93	10,143.84	72.5
01-150-5015	CONTRIBUTION - 457	700	50.83	475.92	68.0
01-150-5100	INSURANCE - AUTO	800	-	717.00	89.6
01-150-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-150-5105	INSURANCE - PROPERTY	2,600	-	2,298.93	88.4
01-150-5150	TRAINING	1,750	-	1,500.00	85.7
01-150-5160	TRAVEL	1,000	-	-	-
01-150-5185	PROFESSIONAL FEES	2,100	-	1,040.00	49.5
01-150-5193	ONE CALL CONCEPTS	2,200	69.54	633.08	28.8
01-150-5340	ENGINEERING EQUIPMENT	3,000	236.55	588.63	19.6
01-150-5341	MAPPING SUPPLIES	8,000	1,014.20	6,732.20	84.2
01-150-5342	PUBLIC WORKS	7,400	157.77	991.22	13.4
01-150-5400	GAS, OIL, GREASE	3,000	292.14	1,502.36	50.1
01-150-5420	FLEET LEASE	11,000	842.93	6,743.44	61.3
150 Public Works Admin		148,825	9,228.83	91,586.96	

	PUBLIC SAFETY				
01-160-5000	SALARIES	1,062,000	80,932.10	672,702.56	63.3
01-160-5002	SALARIES - POLICE GRANTS	40,000	2,302.10	18,007.25	45.0
01-160-5003	COURT TIME	13,000	1,095.32	9,316.57	71.7
01-160-5010	SOCIAL SECURITY	85,000	6,172.59	51,380.46	60.5
01-160-5011	PENSION	190,000	-	187,419.00	98.6
01-160-5012	WORKERS COMP	72,000	5,218.00	53,485.00	74.3
01-160-5013	INSURANCE - HEALTH	257,000	18,783.69	157,450.33	61.3
01-160-5015	CONTRIBUTION - 457	7,500	451.30	4,207.65	56.1
01-160-5100	INSURANCE - AUTO	7,800	-	7,304.00	93.6
01-160-5102	INSURANCE - GEN LIAB	1,200	-	1,041.00	86.8
01-160-5103	INSURANCE - POLICE PROFESSIONAL	16,700	-	10,596.00	63.5
01-160-5105	INSURANCE - PROPERTY	6,000	-	5,136.05	85.6
01-160-5150	TRAINING	25,500	1,955.56	15,825.79	62.1
01-160-5170	UNIFORMS	15,000	652.11	6,773.51	45.2
01-160-5180	SAFETY EQUIPMENT	1,200	90.00	630.00	52.5
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	164.50	11,191.53	60.5

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01-160-5191	COMMUNICATIONS	30,500	2,238.33	22,314.13	73.2
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	-	-
01-160-5210	OFFICE SUPPLIES	5,000	343.33	3,036.69	60.7
01-160-5230	COMPUTER EXPENSE	8,500	126.50	5,568.60	65.5
01-160-5350	FSU MOU	10,000	-	10,000.00	100.0
01-160-5380	POLICE REFORM	23,000	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	4,000	462.28	4,261.74	106.5
01-160-5400	GAS, OIL, GREASE	33,000	1,952.97	12,345.42	37.4
01-160-5401	AUTO EXPENSE	18,000	1,664.48	9,183.20	51.0
01-160-5420	FLEET LEASE	61,000	4,214.60	33,268.33	54.5
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	727.65	3,090.20	77.3
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	1,598.50	7,197.98	72.0
01-160-5851	FIRE DEPT APPROPRIATION	255,670	-	191,752.50	75.0
160 Public Safety		2,287,070	131,145.91	1,514,485.49	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	296,000	30,923.54	214,713.43	72.5
01-170-5010	SOCIAL SECURITY	22,600	2,281.12	15,707.08	69.5
01-170-5011	PENSION	30,000	-	29,878.00	99.6
01-170-5012	WORKERS COMP	20,000	1,449.00	14,854.00	74.3
01-170-5013	INSURANCE - HEALTH	80,000	5,232.97	50,403.06	63.0
01-170-5015	CONTRIBUTION - 457	1,500	93.44	838.56	55.9
01-170-5018	UNEMPLOYMENT	200	-	-	-
01-170-5100	INSURANCE - AUTO	9,800	280.00	9,547.00	97.4
01-170-5102	INSURANCE - GEN LIAB	975	14.00	860.20	88.2
01-170-5105	INSURANCE - PROPERTY	9,000	-	8,093.05	89.9
01-170-5150	TRAINING	5,000	-	100.00	2.0
01-170-5170	UNIFORMS	8,000	265.76	2,829.05	35.4
01-170-5180	SAFETY EQUIPMENT	7,200	202.00	4,581.55	63.6
01-170-5191	COMMUNICATIONS	15,000	187.66	2,246.41	15.0
01-170-5210	OFFICE SUPPLIES	1,500	319.81	829.01	55.3
01-170-5400	GAS, OIL, GREASE	30,000	4,315.78	17,343.12	57.8
01-170-5420	FLEET LEASE	29,000	3,372.51	26,980.08	93.0
01-170-5550	UTILITIES - BUILDING	6,000	1,430.94	4,651.57	77.5
01-170-5711	SALT & ABRASIVES	250,000	73,814.91	231,673.09	92.7
01-170-5712	SIGN MAINTENANCE	15,000	-	8,594.72	57.3
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	53,371.44	108,106.48	120.1
01-170-5714	STREET LIGHTING	100,000	11,934.90	59,267.13	59.3
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	2,285.50	27,760.87	27.8
01-170-5716	STREET SHOP EQUIPMENT	50,000	2,990.60	49,182.71	98.4
01-170-5717	STREET LIGHTING REPAIRS	48,500	6,271.15	13,977.28	28.8
01-170-5800	CAPITAL OUTLAY	420,150	-	530,936.73	126.4
01-170-5861	STREET PAVING	223,500	-	223,126.03	99.8
01-170-5865	PARKING LOT MAINTENANCE	13,000	-	8,010.94	61.6
170 Public Works - Street		1,881,925	201,037.03	1,665,091.15	

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	RECREATION				
01-180-5000	SALARIES	284,000	22,572.30	185,118.26	65.2
01-180-5010	SOCIAL SECURITY	21,700	1,661.95	13,610.75	62.7
01-180-5011	PENSION	28,800	-	28,667.00	99.5
01-180-5012	WORKERS COMP	18,200	1,319.00	13,520.00	74.3
01-180-5013	INSURANCE - HEALTH	65,000	4,420.56	42,425.88	65.3
01-180-5015	CONTRIBUTION - 457	1,750	76.30	685.42	39.2
01-180-5100	INSURANCE - AUTO	2,900	-	2,305.00	79.5
01-180-5102	INSURANCE - GEN LIAB	550	-	449.00	81.6
01-180-5105	INSURANCE - PROPERTY	15,885	(4.00)	15,213.13	95.8
01-180-5150	TRAINING	300	-	-	-
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,800	248.84	2,687.12	56.0
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	654.48	5,013.10	55.7
01-180-5420	FLEET LEASE	23,000	1,863.65	14,909.20	64.8
01-180-5503	ARMORY EXPENSE - GYM	16,000	1,430.92	4,998.10	31.2
01-180-5504	COMMUNITY CENTER	17,500	2,011.58	17,408.19	99.5
01-180-5510	CITY PLACE	29,500	3,447.84	15,367.78	52.1
01-180-5550	UTILITIES	9,000	367.23	2,055.98	22.8
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	-	-	-
01-180-5721	REC EQUIPMENT MAINTENANCE	12,400	145.00	10,994.10	88.7
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000	-	5,000.00	100.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	63,000	3,097.71	43,655.39	69.3
01-180-5724	STREET TREE MAINTENANCE	7,500	-	6,358.00	84.8
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	97.00	4.9
01-180-5726	RECREATIONAL PROGRAMS	13,000	250.00	8,696.88	66.9
01-180-5800	CAPITAL OUTLAY	384,800	1,925.00	247,728.55	64.4
	180 Recreation	1,038,835	45,488.36	686,963.83	
	RECREATION-POOL				
01-181-5000	SALARIES	72,000	-	43,737.88	60.8
01-181-5010	SOCIAL SECURITY	5,500	-	3,346.01	60.8
01-181-5012	WORKERS COMP	4,600	334.00	3,422.00	74.4
01-181-5018	UNEMPLOYMENT	200	-	-	-
01-181-5507	POOL OPERATING	35,000	2,072.78	28,610.78	81.8
	181 Recreation-Pool	117,300	2,406.78	79,116.67	
	RECREATION - DAY CAMP				
01-182-5000	SALARIES	24,000	-	14,723.45	61.4
01-182-5010	SOCIAL SECURITY	1,850	-	1,126.41	60.9
01-182-5012	WORKERS COMP	1,500	109.00	1,117.00	74.5
01-182-5018	UNEMPLOYMENT	200	-	-	-
01-182-5507	DAY CAMP OPERATIONS	800	-	159.42	19.9
	182 Recreation - Day Camp	28,350	109.00	17,126.28	

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	RECREATION - SEASONAL				
01-183-5000	SALARIES	9,500	-	-	-
01-183-5010	SOCIAL SECURITY	725	-	-	-
01-183-5012	WORKERS COMP	600	43.00	442.00	73.7
01-183-5108	UNEMPLOYMENT	200	-	-	-
	183 Recreation - Seasonal	11,025	43.00	442.00	
	CORPORATE FUND Expenditure Totals	8,427,995	499,867.22	6,596,946.26	
02-000-4000	WATER SERVICE REVENUE	1,716,000	148,432.97	1,105,915.24	64.5
02-000-4001	INTEREST EARNED - WATER	1,500	383.45	1,415.81	94.4
02-000-4317	SPECIAL REVENUE	85,500	-	79,334.96	92.8
02-000-4401	SALE OF BULK WATER	-	-	458.25	-
02-000-4402	SALE OF METERS	5,000	-	4,150.00	83.0
02-000-4403	TAPPING FEES	5,600	-	5,600.00	100.0
02-000-4404	SUNDRY SALES	10,000	100.00	8,265.76	82.7
02-000-4408	SUNDRY SALES - CASH BASIS	-	100.00	662.50	-
02-000-4409	FUND BALANCE	75,400	-	-	-
02-000-4600	INTEREST INCOME	15,000	4.67	25,504.70	170.0
	WATER FUND Revenue Totals	1,914,000	149,021.09	1,231,307.22	
	WATER - ADMIN				
02-190-5000	SALARIES	72,000	5,227.39	46,459.48	64.5
02-190-5010	SOCIAL SECURITY	5,400	378.85	3,388.33	62.8
02-190-5011	PENSION	7,300	-	7,268.00	99.6
02-190-5012	WORKERS COMP	225	16.00	165.00	73.3
02-190-5013	INSURANCE - HEALTH	18,000	1,324.28	13,214.30	73.4
02-190-5015	CONTRIBUTION - 457	850	52.23	490.24	57.7
02-190-5313	COLLECTION EXPENSE	1,000	-	363.58	36.4
02-190-5370	FMHA BOND	850	-	832.00	97.9
02-190-5600	CORPORATE OVERHEAD	95,600	7,967.00	63,736.00	66.7
	190 Water - Admin	201,225	14,965.75	135,916.93	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-192-5105	INSURANCE - PROPERTY	18,500	-	18,426.56	99.6
02-192-5106	INSURANCE - BOILER & MACHINERY	6,000	-	5,757.41	96.0
02-192-5521	PUMPING SYSTEM EXPENSE	95,000	13,485.70	68,396.46	72.0
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000	-	3,659.97	7.3
02-192-5710	FILTRATION CONTRACT PAYMENT	654,000	48,937.85	388,784.26	59.5
	192 Water - Filtration	824,800	62,423.55	486,145.66	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,000	2,640.00	22,440.00	66.0
02-194-5010	SOCIAL SECURITY	2,500	201.96	1,716.66	68.7
02-194-5011	PENSION	3,500	-	3,432.00	98.1
02-194-5012	WORKERS COMP	2,300	167.00	1,711.00	74.4
02-194-5015	CONTRIBUTION - 457	100	-	-	-

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02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-
02-194-5550	UTILITIES / WATER SUPPLY	5,000	610.30	3,047.71	61.0
02-194-5730	WATER SUPPLY EXPENSE	50,000	285.59	7,568.54	15.1
194 Water - Supply		102,400	3,904.85	39,915.91	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	275,000	20,435.85	168,165.65	61.2
02-196-5010	SOCIAL SECURITY	21,000	1,503.10	12,352.64	58.8
02-196-5011	PENSION	27,800	-	27,758.00	99.9
02-196-5012	WORKERS COMP	17,600	1,275.00	13,071.00	74.3
02-196-5013	INSURANCE - HEALTH	82,000	4,678.56	44,787.40	54.6
02-196-5015	CONTRIBUTION - 457	1,000	32.40	290.80	29.1
02-196-5100	INSURANCE - AUTO	4,000	-	3,861.00	96.5
02-196-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-196-5105	INSURANCE - PROPERTY	4,700	-	4,606.64	98.0
02-196-5150	TRAINING	3,500	-	2,700.00	77.1
02-196-5170	UNIFORMS	4,000	716.82	3,148.30	78.7
02-196-5180	SAFETY EQUIPMENT	6,575	90.00	630.00	9.6
02-196-5191	COMMUNICATIONS	13,000	993.84	8,021.73	61.7
02-196-5210	OFFICE SUPPLIES	1,000	342.70	819.60	82.0
02-196-5390	MISCELLANEOUS EXPENSE	1,000	-	120.83	12.1
02-196-5400	GAS, OIL, GREASE	17,000	793.23	10,454.90	61.5
02-196-5420	FLEET LEASE	33,000	2,606.94	20,855.52	63.2
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	991.62	3,703.11	29.6
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000	908.26	3,188.03	63.8
02-196-5700	DISTRIBUTION EXPENSE	61,800	5,211.96	47,402.76	76.7
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000	1,180.40	1,180.40	10.7
02-196-5702	EQUIPMENT MAINTENANCE	8,000	-	-	-
02-196-5703	FIRE HYDRANTS EXPENSE	8,000	-	-	-
02-196-5704	TRANSMISSION MAINS EXPENSE	95,800	3,445.00	99,904.71	104.3
02-196-5740	METERS EXPENSE	70,000	445.00	35,937.68	51.3
196 Water - Distribution		785,575	45,650.68	514,081.70	
WATER FUND Expenditure Totals		1,914,000	126,944.83	1,176,060.20	
03-000-4000	SEWER CHARGES	1,817,000	159,046.58	1,113,761.51	61.3
03-000-4001	INTEREST EARNED - SEWER	1,800	705.52	2,560.12	142.2
03-000-4315	PROCEEDS FROM FUND BALANCE	239,825	-	-	-
03-000-4317	SPECIAL REVENUE	8,000	-	7,950.00	99.4
03-000-4404	SUNDRY SALES	1,500	-	1,151.96	76.8
03-000-4501	BAY RESTORATION FUND REVENUE	-	14,942.27	106,716.35	-
03-000-4503	SEWER TAP FEES	3,500	-	5,500.00	157.1
03-000-4600	INTEREST INCOME	25,000	-	33,982.06	135.9
Sewer Operations Total		2,096,625	174,694.37	1,271,622.00	
03-220-4317	SPECIAL REVENUE	606,500	-	44,390.12	7.3
03-220-4520	CSO SURCHARGE REVENUE	401,000	33,627.43	240,133.28	59.9
03-220-4521	INTEREST EARNED - CSO SURCHARGE	500	6.72	884.64	176.9

CITY OF FROSTBURG
FEBRUARY 2025 BUDGET REPORT

Section 7, Item A.

Account Id	Account Description	Amended Budget	Feb 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
03-220-4530	PROJECT REIMBURSEMENTS	572,500	-	404,264.00	70.6
	CSO Total	1,580,500	33,634.15	689,672.04	
	SEWER FUND Revenue Totals	3,677,125	208,328.52	1,961,294.04	
	SEWER - ADMIN				
03-210-5000	SALARIES	72,000	5,227.39	46,459.48	64.5
03-210-5010	SOCIAL SECURITY	5,400	378.85	3,388.33	62.8
03-210-5011	PENSION	7,300	-	7,268.00	99.6
03-210-5012	WORKERS COMP	225	16.00	165.00	73.3
03-210-5013	INSURANCE - HEALTH	18,000	1,324.31	13,214.61	73.4
03-210-5015	CONTRIBUTION - 457	850	52.23	490.24	57.7
03-210-5313	COLLECTION EXPENSE	1,000	-	363.58	36.4
	210 Sewer - Admin	104,775	6,998.78	71,349.24	
	SEWER - OPERATING				
03-211-5000	SALARIES	172,000	21,782.23	131,642.66	76.5
03-211-5010	SOCIAL SECURITY	13,000	1,563.54	9,196.94	70.8
03-211-5011	PENSION	21,500	-	21,456.00	99.8
03-211-5012	WORKERS COMP	11,000	797.00	7,273.39	66.1
03-211-5013	INSURANCE - HEALTH	71,000	5,945.12	53,551.77	75.4
03-211-5015	CONTRIBUTION - 457	1,800	113.64	1,020.36	56.7
03-211-5100	INSURANCE - AUTO	1,500	-	1,434.00	95.6
03-211-5102	INSURANCE - GEN LIAB	650	-	561.00	86.3
03-211-5105	INSURANCE - PROPERTY	6,950	-	6,900.97	99.3
03-211-5150	TRAINING	1,000	-	-	-
03-211-5170	UNIFORMS	3,000	126.12	1,161.69	38.7
03-211-5180	SAFETY EQUIPMENT	1,000	-	637.49	63.8
03-211-5191	COMMUNICATIONS	2,400	167.05	1,622.44	67.6
03-211-5396	BAY RESTORATION FUND EXPENSE	-	-	68,076.48	-
03-211-5400	GAS, OIL, GREASE	10,000	1,104.00	6,014.60	60.2
03-211-5420	FLEET LEASE	21,000	1,701.50	13,612.00	64.8
03-211-5520	PUMPING STATION MAINTENANCE	6,000	-	2,817.15	47.0
03-211-5600	CORPORATE OVERHEAD	241,750	20,146.00	161,168.00	66.7
03-211-5761	SANITARY COMMISSION CHARGES	1,100,000	160,106.58	473,385.77	43.0
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	-	8,787.15	74.5
03-211-5763	SEWER OPERATING EXPENSE	50,000	1,423.80	32,178.98	64.4
03-211-5764	SEWER PUMPING EXPENSE	6,000	471.69	8,026.70	133.8
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	30,000	-	-	-
	211 Sewer - Operating	1,783,350	215,448.27	1,010,525.54	
	CSO				
03-220-5391	INTEREST EXPENSE	3,200	-	1,382.11	43.2
03-220-5392	DEBT REDEMPTION	23,600	-	23,565.82	99.9
03-220-5800	CAPITAL OUTLAY	1,762,200	9,376.25	692,880.90	39.3
	220 CSO	1,789,000	9,376.25	717,828.83	
	SEWER FUND Expenditure Totals	3,677,125	231,823.30	1,799,703.61	

CITY OF FROSTBURG
FEBRUARY 2025 BUDGET REPORT

Section 7, Item A.

Account Id	Account Description	Amended Budget	Feb 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
04-000-4000	WATER TAP SURCHARGE	668,000	68,519.18	489,899.43	73.3
04-000-4001	INTEREST EARNED SURCHARGE	1,000	7.97	1,194.50	119.5
04-000-4600	INTEREST INCOME	20,000	-	31,752.21	158.8
PINEY SURCHARGE FUND Revenue Totals		689,000	68,527.15	522,846.14	
	WATER SURCHARGE				
04-200-5313	COLLECTION EXPENSE	1,000	-	290.87	29.1
04-200-5390	MISCELLANEOUS EXPENSE	12,000	-	-	-
04-200-5391	INTEREST EXPENSE	56,900	-	20,220.32	35.5
04-200-5392	DEBT REDEMPTION	415,100	-	27,356.15	6.6
04-200-5802	CAPITAL REPAIRS	68,000	59,072.99	107,914.49	158.7
PINEY SURCHARGE FUND Expenditure Totals		553,000	59,072.99	155,781.83	
05-000-4000	TRASH & GARBAGE CHARGES	473,000	39,639.72	280,272.50	59.3
05-000-4001	INTEREST EARNED - TRASH	800	-	1,490.17	186.3
05-000-4404	SUNDRY SALES	1,950	75.00	1,650.00	84.6
05-000-4600	INTEREST INCOME	3,000	-	3,790.63	126.4
GARBAGE FUND Revenue Totals		478,750	39,714.72	287,203.30	
	GARBAGE ADMIN.				
05-230-5000	SALARIES	72,000	5,227.35	46,459.14	64.5
05-230-5010	SOCIAL SECURITY	5,400	378.85	3,388.31	62.8
05-230-5011	PENSION	7,300	-	7,268.00	99.6
05-230-5012	WORKERS COMP	225	16.00	165.00	73.3
05-230-5013	INSURANCE - HEALTH	18,000	1,324.32	13,214.28	73.4
05-230-5015	CONTRIBUTION - 457	850	52.23	490.22	57.7
05-230-5313	COLLECTION EXPENSE	500	-	72.70	14.5
230 Garbage Admin.		104,275	6,998.75	71,057.65	
	GARBAGE OPERATING				
05-232-5000	SALARIES	93,000	9,761.17	61,813.30	66.5
05-232-5010	SOCIAL SECURITY	7,100	717.49	4,494.52	63.3
05-232-5011	PENSION	9,400	-	9,387.00	99.9
05-232-5012	WORKERS COMP	6,000	435.00	4,459.00	74.3
05-232-5013	INSURANCE - HEALTH	22,500	1,805.45	15,565.27	69.2
05-232-5015	CONTRIBUTION - 457	750	-	-	-
05-232-5100	INSURANCE - AUTO	2,200	-	2,166.00	98.5
05-232-5102	INSURANCE - GEN LIAB	400	-	336.00	84.0
05-232-5105	INSURANCE - PROPERTY	4,500	-	4,476.93	99.5
05-232-5170	UNIFORMS	3,000	120.76	1,107.22	36.9
05-232-5180	SAFETY EQUIPMENT	1,000	-	381.99	38.2
05-232-5210	OFFICE SUPPLIES	1,000	85.00	504.43	50.4
05-232-5400	GAS, OIL, GREASE	14,000	2,190.57	10,000.70	71.4
05-232-5600	CORPORATE OVERHEAD	18,175	1,515.00	12,120.00	66.7
05-232-5770	ASH DUMPSTER	8,500	-	2,912.14	34.3
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	2,573.92	25.7
05-232-5772	LANDFILL CHARGES	130,000	6,980.36	74,137.14	57.0

CITY OF FROSTBURG
FEBRUARY 2025 BUDGET REPORT

Section 7, Item A.

Account Id	Account Description	Amended Budget	Feb 2025 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
05-232-5773	SANITATION OPERATING EXPENSE	30,000	5,531.20	32,243.44	107.5
	232 Garbage Operating	361,525	29,142.00	238,679.00	
	GARBAGE FUND Expenditure Totals	465,800	36,140.75	309,736.65	

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Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	9,426,575.88
01-000-1006	RESTRICTED CASH CD - PLAYGROUND FUN	27,428.68
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1100	ACCOUNTS RECEIVABLE	64,856.65
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	11,175.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	285,213.83
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	3,636.53
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	106,171.80
01-000-1143	TAXES RECEIVABLE - CORPORATION	49,710.86
01-000-1200	PREPAID EXPENSE	17,466.26
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1500	FIXED ASSETS	26,512,972.13
01-000-1506	WIP - GATEWAY IMPROVEMENT	784,452.53
01-000-1507	WORK IN PROCESS - MISC PROJECTS	234,512.19
01-000-1570	RIGHT OF USE ASSETS	588,251.69
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	196,633.48
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	9,491,147.14-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	263,587.51-
01-000-1650	RESERVE FOR AMORTIZATION	92,845.62-
01-000-1900	DEFERRED FINANCING OUTFLOW	505,273.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	191,069.00
	Total Assets	<u>30,175,813.74</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
01-000-2220	LEASE LIABILITY	335,097.34
01-000-2225	SUBSCRIPTION LIABILITY - ROU	95,100.57
01-000-2250	UNEARNED REVENUE	156,517.86
01-000-2251	UNEARNED REV - PLAYGROUND	27,428.68
01-000-2253	UNEARNED REVENUE - ARPA	1,676,840.83
01-000-2450	DEFERRED FINANCING INFLOW	65,759.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	184,710.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	747,667.95
01-000-2700	COMPENSATED ABSENCES	494,225.81
01-000-2855	OPEB OBLIGATION	506,723.00
01-000-2860	NET PENSION LIABILITY	1,434,463.00
01-000-2901	BONDS PAYABLE	2,344,000.00
01-000-2905	BOND PREMIUM	253,264.50
	Total Liabilities	<u>8,366,982.61</u>

01-000-3000	INVESTED IN FIXED ASSETS	14,712,902.00
01-000-3200	FUND BALANCE	<u>5,684,750.62</u>
	Total	20,397,652.62

Revenue	6,980,600.45
Less Expenses	<u>5,569,421.94</u>
Net	<u>1,411,178.51</u>
Total Fund Balance	21,808,831.13

2025

Total Liabilities & Fund Balance	<u>30,175,813.74</u>
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2025

Assets

02-000-1000	CASH	1,053,143.46
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,365.15
02-000-1100	ACCOUNTS RECEIVABLE	1,005.41
02-000-1102	WATER ACCOUNTS RECEIVABLE	88,566.54
02-000-1140	INTEREST RECEIVABLE - WATER	712.18
02-000-1500	FIXED ASSETS	4,095,203.29
02-000-1520	WORK IN PROGRESS	206,286.03
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	2,984,026.14-
02-000-1605	ACCUMULATED DEPRECIATION-ROU	54,602.29-
02-000-1900	DEFERRED FINANCING OUTFLOW	90,253.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	31,845.00
	Total Assets	<u>2,724,029.54</u>

Liabilities & Fund Balance

02-000-2220	LEASE LIABILITY	88,475.40
02-000-2450	DEFERRED FINANCING INFLOW	11,747.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	30,785.00
02-000-2700	COMPENSATED ABSENCES	129,340.88
02-000-2855	OPEB OBLIGATION	84,454.00
02-000-2860	NET PENSION LIABILITY	256,226.00
	Total Liabilities	<u>601,028.28</u>

02-000-3000	INVESTED IN FIXED ASSETS	1,314,663.00
02-000-3250	FUND BALANCE	753,091.24
	Total	<u>2,067,754.24</u>

Revenue	1,231,307.22
Less Expenses	<u>1,176,060.20</u>
Net	<u>55,247.02</u>
Total Fund Balance	<u>2,123,001.26</u>
Total Liabilities & Fund Balance	<u>2,724,029.54</u>

2025

Assets

03-000-1000	CASH	1,447,497.54
03-000-1040	BAY RESTORATION FUND CASH	53,966.08
03-000-1041	CSO CASH	592,757.78
03-000-1100	ACCOUNTS RECEIVABLE	50,943.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	147,624.04
03-000-1120	BAY RESTORATION FUND RECEIVABLE	16,170.08
03-000-1121	CSO SURCHARGE RECEIVABLE	35,030.07
03-000-1141	INTEREST REC - CSO SURCHARGE	2,499.40
03-000-1142	INTEREST RECEIVABLE - SEWER	989.61
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,154,790.99
03-000-1539	WIP - PHASE X-B	126,147.70
03-000-1540	WIP - PHASE X-C	146,606.10
03-000-1541	WIP - PHASE IX-D	27,165.00
03-000-1542	WIP - PHASE VIII-C	30,376.25
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	10,300,066.20-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	23,182.20-
03-000-1900	DEFERRED FINANCING OUTFLOW	71,776.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	26,537.00
	Total Assets	<u>21,988,567.95</u>

Liabilities & Fund Balance

03-000-2220	LEASE LIABILITY	66,362.62
03-000-2450	DEFERRED FINANCING INFLOW	9,341.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	25,654.00
03-000-2700	COMPENSATED ABSENCES	124,936.78
03-000-2855	OPEB OBLIGATION	70,378.00
03-000-2860	NET PENSION LIABILITY	203,770.00
03-000-2900	NOTES PAYABLE	<u>192,910.41</u>
	Total Liabilities	693,352.81

03-000-3000	INVESTED IN FIXED ASSETS	18,618,002.00
03-000-3200	FUND BALANCE	<u>1,799,175.99</u>
	Total	20,417,177.99

Revenue	1,961,294.04
Less Expenses	<u>1,083,256.89</u>
Net	<u>878,037.15</u>
Total Fund Balance	<u>21,295,215.14</u>
Total Liabilities & Fund Balance	<u>21,988,567.95</u>

2025

Assets		
04-000-1000	CASH	1,285,344.37
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,302.75
04-000-1131	WATER SURCHARGE RECEIVABLE	44,971.47
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	20,222,047.29
	Total Assets	<u>9,743,263.95</u>
Liabilities & Fund Balance		
04-000-2250	UNEARNED REVENUE	13,329.19
04-000-2900	NOTES PAYABLE	2,431,239.74
	Total Liabilities	<u>2,444,568.93</u>
04-000-3000	INVESTED IN FIXED ASSETS	5,951,050.00
04-000-3250	FUND BALANCE	953,224.56
	Total	<u>6,904,274.56</u>
	Revenue	522,846.14
	Less Expenses	<u>128,425.68</u>
	Net	<u>394,420.46</u>
	Total Fund Balance	<u>7,298,695.02</u>
	Total Liabilities & Fund Balance	<u>9,743,263.95</u>

2025

Assets		
05-000-1000	CASH	71,516.76
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	46,388.40
05-000-1140	INTEREST RECEIVABLE - TRASH	4,122.29
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	373,223.90-
05-000-1900	DEFERRED FINANCING OUTFLOW	43,350.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	15,922.00
	Total Assets	<u>405,062.58</u>
Liabilities & Fund Balance		
05-000-2450	DEFERRED FINANCING INFLOW	5,642.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	15,392.00
05-000-2700	COMPENSATED ABSENCES	32,326.17
05-000-2855	OPEB OBLIGATION	42,227.00
05-000-2860	NET PENSION LIABILITY	<u>123,069.00</u>
	Total Liabilities	218,656.17
05-000-3000	INVESTED IN FIXED ASSETS	223,712.00
05-000-3200	FUND BALANCE	<u>14,772.24-</u>
	Total	208,939.76
	Revenue	287,203.30
	Less Expenses	<u>309,736.65</u>
	Net	<u>22,533.35-</u>
	Total Fund Balance	<u>186,406.41</u>
	Total Liabilities & Fund Balance	<u>405,062.58</u>

2025

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Assets		
07-000-1000	CASH	<u>18,255.12</u>
	Total Assets	<u><u>18,255.12</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	<u>31,687.19</u>
	Total	<u>31,687.19</u>
	Revenue	18.43
	Less Expenses	<u>13,450.50</u>
	Net	<u>13,432.07-</u>
	Total Fund Balance	<u>18,255.12</u>
	Total Liabilities & Fund Balance	<u><u>18,255.12</u></u>

2025

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Assets		
08-000-1000	CASH	<u>29,094.31</u>
	Total Assets	<u><u>29,094.31</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
08-000-3200	FUND BALANCE	<u>23,483.08</u>
	Total	<u>23,483.08</u>
	Revenue	5,611.23
	Less Expenses	<u>0.00</u>
	Net	<u>5,611.23</u>
	Total Fund Balance	<u>29,094.31</u>
	Total Liabilities & Fund Balance	<u><u>29,094.31</u></u>

CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING FEBRUARY 28, 2025

Tax Type - Year	Principal		Receipts		Abatements/ Adjustments	Principal
	Receivable at 01/31/25	Billings	Principal	Interest		Receivable at 02/28/25
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	244.30	-	-	-	-	244.30
Real Estate - 22/23	20,357.31	-	3,126.90	1,501.12	-	17,230.41
Real Estate - 23/24	53,513.29	-	3,818.64	999.63	-	49,694.65
Real Estate - 24/25	274,293.85	5,732.77	49,455.67	3,047.27	(12,763.80)	217,807.15
Real Estate Total	<u>\$ 348,646.07</u>	<u>\$ 5,732.77</u>	<u>\$ 56,401.21</u>	<u>\$ 5,548.02</u>	<u>\$ (12,763.80)</u>	<u>\$ 285,213.83</u>
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	2,359.95	-	125.70	7.56	-	2,234.25
Personal Property	<u>\$ 3,762.23</u>	<u>\$ -</u>	<u>\$ 125.70</u>	<u>\$ 7.56</u>	<u>\$ -</u>	<u>\$ 3,636.53</u>
Public Utility - 23/24	<u>\$ 106,171.80</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 106,171.80</u>
Corporation - 21/22	\$ 27.80	\$ -	\$ -	\$ -	\$ -	\$ 27.80
Corporation - 22/23	3,523.86	-	-	-	-	3,523.86
Corporation - 23/24	8,097.30	-	-	-	-	8,097.30
Corporation - 24/25	25,953.45	16,359.90	4,251.45	9.97	-	38,061.90
Corporation Total	<u>\$ 37,602.41</u>	<u>\$ 16,359.90</u>	<u>\$ 4,251.45</u>	<u>\$ 9.97</u>	<u>\$ -</u>	<u>\$ 49,710.86</u>
NST - Returned Check Fee	<u>\$ 30.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30.00</u>
Total	<u><u>\$ 496,212.51</u></u>	<u><u>\$ 22,092.67</u></u>	<u><u>\$ 60,778.36</u></u>	<u><u>\$ 5,565.55</u></u>	<u><u>\$ (12,763.80)</u></u>	<u><u>\$ 444,763.02</u></u>

`CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of February 2025

Submitted by: Gene Bittinger maintenance Supervisor

February 3 2025

Checked parks

Put Christmas critters away

Replaced light bulbs at the Bureau of mines

Got equipment ready to take the wreaths down

February 4 2025

Checked parks

Took wreaths down

Worked in shop

February 5 2025

Checked parks

Fixed the fence behind City Place

Fixed a tire on Taylor's van

Aired a tire up for the Police Dept.

Got trucks ready for the ice storm

Cut trees off walking trails

February 6 2025

Checked parks

Salted and plowed sidewalks and parking lots

Put new bushings and pins in the Bobcat bucket

February 7 2025

Checked parks

Cut trees off walking trails

Leveled and seeded top soil in front of Hoffman Amphitheater

Measured for new partitions at field 5 bathrooms

Cleaned equipment

February 10 2025

Checked parks

Put cables on trash cans

Meant with Brian

Ordered no.10 limestone for L.L. warning track

February 11 2025

Checked parks

Went to the Staff meeting

Fixed a faucet in City Hall kitchen

Found corner markers on the Food Bank property

Received No 10 dust for warning track

Salted lots and sidewalks

February 12 2025

Checked parks

Salted and plowed parking lots and sidewalks

February 13 2025

Checked parks

Salted and plowed parking lots and sidewalks

Fixed paper towel holder and hung picture in the police Dept.

Took bags of salt out to the Police Dept.

February 14 2025

Checked parks

Worked in City Place

Took cooler back to Hoffman

Salted and plowed parking lots and sidewalks

February 17 2025

Salted and plowed parking lots and sidewalks

February 18 2025

Checked parks

Salted sidewalks and parking lots

Fixed closer on the Gym door

Reset timers on Gym lights

Emptied salt spreader on truck 41

Put feet on stages and put them away at City Place

Put Christmas trees away at City Place

Picked up garbage at the Community Center

Fixed a flat tire on the van

February 19 2025

Checked parks

Cleaned up the shop

Started small tractor

February 20 2025

Checked parks

Cleaned out storage room at the Police Dept.

February 21 2025

Checked parks

Salted and plowed parking lots and sidewalks

Worked on trash cans for the parks

February 24 2025

Checked parks

Turned bills in

Took heater to East End

Started scraping paint at East End

Fixed stage at City Place

Cleaned snow off warning track at the L.L. field

January 25 2025

Checked parks

Went to the Staff meeting

Fixed faucet at the Police Dept.

Took truck 41 to Ruby's for repair

Unloaded bathroom partitions

Cleaned out a room at the Gym for Hayden

Scraped paint at East End

Picked up paint supplies

February 26 2025

Checked parks

Got the Finan center people ready to paint

Started putting down no 10 stone on warning track for L.L.

Picked up truck 40 from Ruby's

Unloaded playground equipment

Worked on truck 40

Cleaned up paint supplies

February 27 2025

Checked parks

Worked on bobcat bucket

Cleaned up after the food giveaway

Put weed burners together

Checked heater at East End

Greased bobcat and truck 41

February 28 2025

Checked parks

Picked lumber up for Cross Country bridge

Replaced Cross Country bridge at Glendening

Replaced an electric cord on heater

Cleaned truck 41 and the tool cat

Filled heater at East End

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: February 2025

Submitted by: (Supervisor) Shane Elliott & Ryan Whitaker

February 1, 2025– Saturday – Checked CSO's

February 2, 2025 – Sunday

February 3, 2025 – Monday

- Checked and emptied out city trash cans on Main Street
- Undecorated Christmas trees on Main Street
- Removed litter on Main Street and cleaned up broken glass
- Picked up blacktop chunks (debris) around town
- Reinstalled traffic mirror on Mechanic Street
- Checked all sewer pumping stations – Ran weekly tests on systems
- Picked up garbage truck from Hagerstown after being repaired
- Marked miss utility tickets and checked them in on computer
- Installed fork attachment on front of backhoe
- Unloaded a pump delivery for Piney Dam
- Cut up and removed Christmas tree at St Micheals
- Used blowers to clean debris off sidewalk
- Removed dead animal from roadway on Ormand Street
- Checked sewer/storm repair site on Washington Street
- Had a closing phone conference with MOSH representative
- Unloaded two deliveries with skid steer
- Greased all plow riggings and backhoe
- Cleaned up around shop yard and organized equipment
- A few employees helped Rec. Dept. take down Christmas wreaths on Main Street throughout the night

P.2

February 4, 2025 – Tuesday

- Picked up garbage route on west end of town
- Worked on troublesome grease fittings on Wheel Loader
- Straightened several sign posts and street signs around town
- Cleaned off and organized tools in toolbox
- Replaced sign post on Main Street
- Cleaned up busted glass and debris in roadway on Bowery Street
- Marked miss utility tickets and checked them in on computer
- Checked on plow damage complaints in a few locations
- Picked up litter on Main Street
- Installed rear tire chains on truck #14
- Worked on steam jenny swivel attachment leak and greased fittings
- Checked all sewer pumping stations
- Replaced missing street sign on West Mechanic Street
- Finished up MOSH inspection check list
- Loaded up water pump and accessories onto Water Dept. trailer
- Picked up litter all over town due to windy conditions
- Had final walk around inspection on salt dome with Lashley Construction

February 5, 2025 – Wednesday

- Picked up garbage route on east end of town
- Used wheel loader to push up salt deliveries as they came in
- Picked up Truck 6 from Truck Enterprise after repairs
- Checked all sewer pumping stations
- Installed snow plow and tire chains on Truck 6
- Marked miss utility tickets and checked them in on computer
- Used catch vac to hydro excavate a water leak on Jenkins St.
- Removed litter and debris on Main Street
- Emptied out catch vac over at dump site
- Washed off wheel loader after use
- Used jetter to open sewer line off of College Ave.
- Picked up trash debris in roadway on Broadway
- Filled jetter with fuel and water after use
- Emptied both garbage trucks due to landfill closure
- Removed dead animal in roadway on Braddock Road
- Salted streets throughout the evening hours

P.3

February 6, 2025 – Thursday

- Called in early to plow and salt streets
- Picked up garbage route until it was canceled
- Checked all sewer pumping stations
- Set out street cones in several locations due to trees and power lines down
- Marked miss utility tickets and checked them in on computer
- Pushed up salt deliveries as they arrived
- Salted streets throughout the day
- Fixed tire chains where needed on all plow trucks
- Cut up and removed tree debris in roadways in several locations around town
- Washed off loader after use

February 7, 2025 – Friday

- Finished picking up yesterday's garbage route
- Checked all sewer pumping stations
- Ran jetter truck in clogged sewer main on Sate Street
- Took invoices and insurance forms to city hall
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Checked and emptied all city trash cans where needed
- Picked up street cones from several tree down and lines down sites from yesterday
- Swept out all garage bays and emptied out shop trash cans
- Refilled jetter truck and greased fittings where needed
- Cleaned lunch room and rest room
- Moved city trash can to new location on Main Street due to complaint
- Filled a few potholes with cold patch
- Checked on a plow damage complaint on Pine Street

February 8, 2025 – Saturday – Called out to plow and salt streets

- Checked on sewer complaint

February 9, 2025 – Sunday – Called out to salt streets

P.4

February 10, 2025 – Monday

- Dropped off Truck 45 at Shoes for repairs
- Straightened sign pole on Blair St.
- Checked and emptied city trash cans on Main Street
- Removed litter on Main Street
- Dropped off Truck 14 and leaf springs to Rubys for install
- Checked all sewer pumping stations - Ran weekly tests on systems
- Removed snow plow from Truck 8 so it could be towed to repair garage
- Marked miss utility tickets and checked them in on computer
- Trimmed and cut bush off of wall on Linden St.
- Replaced cutting edge and cover plate on Truck 6 plow
- Straightened blind spot mirror and post on Mechanic St.
- Cut down tree off of car on Bowery St.
- Organized sewer camera systems and attachments
- Picked up truck #14 after being repaired
- Cut up and removed tree limbs on Depot Street

February 11, 2025 – Tuesday

- Picked up garbage route on west end of town
- Installed chains on truck #14
- Marked miss utility tickets and checked them in on computer
- Attended staff meeting at city hall
- Removed litter on Main Street
- Straightened a bent stop sign post
- Repaired exhaust leak on plow truck #14
- Checked all sewer pumping stations
- Put down cold patch where needed in potholes
- Ran jetter truck in sewer line near FSU
- Adjusted headlights on Truck 01 snow plow
- Pushed up salt deliveries as they arrived
- Filled jetter truck with fuel and water after use
- Loaded up all plow trucks and filled fuel tanks
- Patched blacktop curbing on First Street
- Ran jetter in clogged sewer line over at FSU
- Had budget meeting with Administrator and Commissioner
- Salted streets throughout the evening hours

P.5

February 12, 2025 – Wednesday

- Plowed and salted streets throughout the night hours
- Picked up garbage route on east end of town
- Checked all sewer pumping stations
- Patched a few potholes with cold patch
- Marked miss utility tickets and checked them in on computer
- Fixed tire chains on plow trucks where needed
- Straightened plow light rail on truck #88
- Plowed off MDE parking lot
- Used V-plows to plow off all alleyways
- Fueled up loader and all plow trucks
- Installed new mudflap on Garbage Truck 02
- Replaced curb finder bolt on Truck 14
- Performed manual regen on Truck 2
- Adjusted cutting edge on plow of Truck 5

February 13, 2025 – Thursday

- Picked up garbage route in center section of town
- Called in early to salt and plow streets
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Picked up new toolbox at Tractor Supply for new work truck
- Straightened sign post and replaced several street signs
- Checked all sewer pumping stations
- Repaired electrical issue on Truck 01 plow
- Fixed transmission leak on garbage truck
- Popped manholes in several locations around Water and Broadway in search of a possible water leak
- Put Napa delivery away
- Installed new no parking signs in Bobcat Court
- Checked several catch basins in and around Meshack Village for water leak
- Loaded up all plow trucks and filled fluids where needed
- Removed tree limbs in roadways around town due to heavy icing
- Straightened a few bent street signs on west end of town
- Called around to find salt distributors that's available to deliver salt

P.6

February 14, 2025 – Friday

- Called out to plow and salt streets throughout the night
- Emptied all city trash cans where needed on Main Street
- Checked water runoff complaint on Mechanic Street
- Installed tool box in new work truck
- Repaired a few broken cross links on tire chains
- Checked all sewer pumping stations
- Pushed up salt deliveries as they arrived
- Emptied out all shop trash cans
- Salted alleyways and MDE parking area
- Cleaned rest room and lunch room
- Marked miss utility tickets and checked them in on computer
- Loaded up all plow trucks and filled fluids where needed
- Washed off wheel loader after use

February 15, 2025 – Saturday – Called out to plow streets

February 16, 2025 – Sunday – Called out to plow streets

February 17, 2025 – Monday – Presidents Day – Called out to plow and salt streets

- Ran jetter to open clogged sewer main on State Street
- Repaired damaged sewer main that Water Dept. had damaged during a water leak

February 18, 2025 – Tuesday

- Picked up garbage route on west end of town
- Fixed hydraulic leak on garbage truck
- Marked miss utility tickets and checked them in on computer
- Pushed back snow drifts where needed with V-plows
- Installed new curb finders and repaired tire chains on all plow trucks
- Checked all sewer pumping stations – Ran weekly tests on all systems
- Picked up supplies from Lowes Home Center and Carquest Auto Parts
- Installed new mailbox and post on Barnard Street that was damaged during plowing
- Picked up package from over at MDE
- Made a few minor repairs to some of the plow trucks
- Pushed up salt deliveries as they arrived
- Repaired damaged traffic mirror on Mechanic Street
- Washed off wheel loader after use and greased all fittings

P.7

February 19, 2025 – Wednesday

- Picked up garbage route on east end of town
- Repaired leak on hydraulic cylinder
- Marked miss utility tickets and checked them in on computer
- Installed master electrical shut off switch on truck #14
- Checked all sewer pumping stations
- Picked up plow cover blades from Ruby's
- Removed litter off Main Street where visible
- Installed new bolt hardware where missing in plow cutting edges
- Picked up new v-plow cutting edges from Shoes Deisel
- Installed plow rigging and plow on truck #8
- Put away Napa delivery
- Checked on plow damage complaint
- Filled fuel tanks and other fluids on all snow removal equipment
- Installed tire chains on truck #8
- Welded a few cracks on snow plow riggings

February 20, 2025 – Thursday

- Picked up garbage route in center section of town
- Salted roadways all over town due to winter weather event
- Installed new cutting edges on V plow
- Picked up supplies from Harbor Freight in LaVale
- Used wheel loader to push us salt and grit piles and break up clumps
- Pushed back snow drifts all over town
- Checked on troublesome sewer main on State Street
- Removed litter on Main Street
- Emptied out all trash cans in garage area
- Marked miss utility tickets and checked them in on computer
- Rotated tires and checked fluids on Truck 01
- Took invoices to be paid to city hall
- Checked all sewer pumping stations
- Located possible water leak in Frostburg Village
- Washed off work trucks and cleaned out cabs

P.8

February 21, 2025 – Friday

- Called out to plow and salt streets throughout the night
- Marked miss utility tickets and checked them in on computer
- Checked on sewer complaint on Village Parkway – Popped manholes and found no flow issues in sewer main
- Checked all sewer pumping stations
- Used v-plows to salt all alleyways
- Emptied all city trash cans on Mian Street
- Cleaned lunch room and rest room
- Marked emergency miss utility ticket for water line repair
- Checked on sewer complaint on Main Street
- Installed new headlight bulbs on Truck 5
- Added hydraulic fluid to Truck 8
- Resecured manhole lid that came off on Stoyer St.
- Scheduled an appointment for injector replacement on Truck 8

February 22, 2025 – Saturday

February 23, 2025 – Sunday

February 24, 2025 – Monday

- Patched potholes around town where needed with cold patch
- Ran jetter truck to clear out root clog in sewer main on State Street
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera to mark troublesome sections of sewer main on State Street
- Checked all sewer pumping stations – Ran weekly tests on systems
- Took plow Truck #8 back to Cober Cummins for repairs
- Washed off plow trucks, loader and work trucks
- Removed litter on Main Street, Broadway, Bowery and Center Street
- Cleaned junk and trash out of Police Station garage area
- Picked up supplies from Carquest
- Checked and emptied all city trash cans where needed
- Picked up packages that were delivered to City Hall
- Cleaned up tar residue that was built up on garage floor
- Made repairs to Truck #8 plow

P.9

February 25, 2025 – Tuesday

- Picked up west end of town garbage route
- Attended staff meeting at city hall
- Picked up supplies from Frostburg Rental
- Checked all sewer pumping stations
- Washed off a few work trucks and Garbage Truck
- Marked miss utility tickets and checked them in on computer
- Installed new filters on Diesel fuel tank island
- Removed litter on Main Street
- Organized all cleaning supplies and disinfected kitchen area
- Patched potholes around town with cold patch
- Greased all fittings and salt spreader on Truck 6
- Marked future site for sewer line repair
- Checked a few curbing and sod complaints from plow damage
- Picked up deliveries from city hall and police station
- Assembled new office chairs and installed new diesel hose reel
- Inspected possible Hub seal leak on Truck 4

February 26, 2025 – Wednesday

- Picked up east end of town garbage route
- Used Wheel Loader to push up salt deliveries as they came in
- Cleaned out beds of work trucks and organized tools
- Removed litter off Main Street
- Assisted Tree Committee with moving storage racks for Christmas Wreaths
- Measured catch basin grate size for replacement
- Checked all sewer pumping stations
- Had a meeting with salesmen about sewer camera equipment
- Marked miss utility tickets and checked them in on computer
- Communicated with Columbia Gas regarding sewer line replacement in Alley 40
- Ran sewer camera in several locations to inspect sewer main
- Washed off camera equipment after use
- Checked on plow damage complaint on First Street
- Installed new catch basin grate on Braddock Road
- Picked up curbing and debris around town where needed
- Removed debris from plow damage on First Street

P.10

February 27, 2025 – Thursday

- Picked up center section of town garbage route
- Checked on fallen tree complaint on Summit Place
- Marked miss utility tickets and checked them in on computer
- Took invoices to be paid to city hall and picked up mail
- Checked all CSO's
- Looked over street sweeper to preorder needed parts
- Removed litter and debris off Main Street
- Pushed up deliveries as they arrived
- Cleaned off catch basin grates where needed
- Took truck 01 to Timbrook in Keyser WV for repair
- Picked up busted curbing around town where needed
- Cut up and removed fallen tree on east end of town
- Had a special garbage pickup on Wood Street
- Removed limbs and debris in roadways due to windy conditions
- Checked on sewer complaint on Bealls Lane – Ran camera and found no issues in sewer main and contacted homeowner

February 28, 2025 – Friday

- Checked and emptied city trash cans where needed on Main Street
- Handed out overtime meal money to employees
- Pushed up salt deliveries as they arrived
- Checked all sewer pumping stations for any issues
- Removed litter and debris off Main Street
- Set out barricades in city parking lot off First Street due to wall collapsing
- Marked miss utility tickets and checked them in on computer
- Took all invoices to city hall and picked up mail
- Emptied out all shop trash cans
- Cleaned rest room and lunch room, swept out garage bays
- Washed off wheel loader after use
- Greased auger bearings on all plow trucks
- Cleaned up curbing and debris around town where needed
- Washed off truck #8 and installed tire chains
- Changed hydraulic fittings on truck #4
- Installed snow plow on truck #8

Monthly Report: Water Department

For the Month of February, 2025

Submitted by: Jim Williams, Supervisor

February 3, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- 3-final readings E. College Ave. & 2 on Washington St.
- Attended budget meeting
- Assisted with taking down Christmas Wreaths on Main St.

February 4, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Hauled & unload new pump to Piney
- Installed new meter Chestnut St.
- Checked low water compilate Frost Ave. Checked it out everything is back to normal
- Turn water back on W. College Ave. was off for busted pipes

February 5, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly meters
- Read master meters
- Installed new curb box & rod Jenkin St. with the assisted by street dept.& vac truck

- Final reading Maple St.
- Hauled 3 loads of junk dirt from shop to Miller Bottom

February 6,2025

- Checked Pumps @ Crestview Pump Station
- Attended staff meeting
- Marked Miss Utility Tickets
- 2-Emergency locates Potomac Edison
- Read Monthly Meters
- Final reading Washington St.
- Repaired water meter Uhl St. (new brass bottom)
- Repaired water meter Braddock Height's (new transmitter)

February 7, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired a 4"- water line Catherine St.
- Read Monthly Meters
- Final reading W. Main St.
- Installed new batteries in truck 69

February 10, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Two data logs Bowery St. And Hill St
- Reread meter Mt Pleasant St
- Checked possible leak Chestnut St.

February 11, 2025

Section 7, Item A.

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Cleaned shop
- Changed meter Dog Wood Circle
- Repaired meters @ E. College Ave. & Ormand St.

February 12, 2025

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Plowed snow @ shop
- Final readings Espy Ave. & Mt. Pleasant St.
- Turn water off First St. pipes busted in basement

February 13, 2025

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Repaired water meter Bowery St.
- Had new tires installed on truck 27

February 14, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new meters Center St.
- Final reading Allegany St.
- Turn water off & back on for plumber Welsh Hill Rd.

February 17, 2025 City Holiday

Repaired water line McCulloh St.

February 18, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Cleaned up tools from yesterday water leak
- Repaired water meter W. Mechanic St.
- Installed new meter Hill St.

February 19, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Hauled chemicals to finish water building for W.T.P.
- Cut up tree that was blocking roadway savage pumping station

February 20, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Meet with Wayne from Meshach Frost Village about water leak
- Installed new meter W. Main St.

February 21, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets

- Repaired a 4" water main Meshach Frost Village with assisted from contractor
- Installed new meter Centennial St.

February 24, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Installed new meters Delano Ave. & Armstrong Ave.
- Regular reading Talcott Ave.

February 25, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned shop
- Hauled trash away
- Turn water off W. Mechanic St. nonpayment
- Turn water off for the owner Chestnut St. Empty
- Turn water off & back on Spring St. for plumber to do repairs
- Turn water back on W. Mechanic St. paid the bill

February 26, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Turn water off E. Main St. requested by owner
- Worked on straighten up garage out back
- Cleaned up dump truck & truck 69
- Restock truck 69 with clamps & fittings

February 27, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Installed new meter Talcott Ave.
- Turn water off & back on Centennial St. for plumber
- Checked low water compilate N. Water St.

February 28, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final reading Beall St.
- Installed meter Armstrong Ave.
- Delivered water meter to the developer Prichard Farm (Buttermilk Drive)
- Put cold patch in hole W. Mechanic St. from water leak
- Fixed ditch Braddock Estate due to water leak

CITY OF FROSTBURG

Section 7, Item A.

Monthly Report: Police Department

For the Month of: January 2025

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

	2023	621	2024	384
ARRESTS				
			On-View/Citations	5
			Warrants Served/Obtained	3
			Summonses Served	6
			Juvenile Arrests & Citations	1
			TOTAL	15
C3I INVESTIGATIONS			Cases	1
COMMUNITY POLICING			Logged Activities	0
PARKING			Parking Violations	12
PUBLIC SERVICE			Well-Being Checks	19
			Emergency Petitions	3
			Assist Other Agency	12
			Request for Officer	23
			Follow-Ups	4
			Disturbance (Multiple Inc. Types)	19
TRAFFIC			M/V Crashes	13
			Traffic Details	26
			DWI/DUI Arrests	2
TRAFFIC STOPS			Total Number of Stops	34
			Citations	11
			Warnings	36
			SEROs	0
COLLECTIONS			Parking Meter Fines	\$0.00
			Other Parking Fines	\$405.00
			Parking Meter Collections	\$0.00
			Municipal Infractions Paid	\$0.00
			Parking Permits	\$0.00
			Miscellaneous	\$40.00
			Park Mobile	\$0.00
			TOTAL	\$445.00
		This month year prior:	\$4,287.24	

Respectfully Submitted,

Nicholas J. Costello
Chief of Police

CITY OF FROSTBURG

Section 7, Item A.

Monthly Report: Police Department

For the Month of: February 2025

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

2023	669	2024	563
ARRESTS	On-View/Citations		3
	Warrants Served/Obtained		2
	Summonses Served		1
	Juvenile Arrests & Citations		0
	TOTAL		6
C3I INVESTIGATIONS	Cases		2
COMMUNITY POLICING	Logged Activities		1
PARKING	Parking Violations		13
PUBLIC SERVICE	Well-Being Checks		15
	Emergency Petitions		1
	Assist Other Agency		18
	Request for Officer		27
	Follow-Ups		8
	Disturbance (Multiple Inc. Types)		29
TRAFFIC	M/V Crashes		4
	Traffic Details		31
	DWI/DUI Arrests		2
TRAFFIC STOPS	Total Number of Stops		136
	Citations		18
	Warnings		152
	SEROs		0
COLLECTIONS	Parking Meter Fines		\$70.00
	Other Parking Fines		\$695.00
	Parking Meter Collections		\$0.00
	Municipal Infractions Paid		\$0.00
	Parking Permits		\$0.00
	Miscellaneous		\$50.00
	Park Mobile		\$2.39
This month year prior:		\$1,109.67	TOTAL \$817.39

Respectfully Submitted,

Nicholas J. Costello
Chief of Police

RESOLUTION 2025-11

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CHANGE ORDERS 1, 2 & 3 TO THE CONTRACT FOR EARTHWORK ASSOCIATED WITH THE CONSTRUCTION OF A STORAGE BUILDING.

WHEREAS, the City entered into a contract with Winner D. Contracting, LLC. for the earthwork associated with the construction of a storage building; and,

WHEREAS, during the course of the project, the City identified additional work required and areas of savings.

NOW, THEREFORE, BE IT RESOLVED, that the Frostburg Mayor and Council hereby approves the following Change Orders, resulting in a net decrease of \$895.15 to the contract with Winner D. Contracting, LLC.:

Change Order 1: \$4,798.65 for additional costs related to plumbing and backfill.

Change Order 2: \$7,500.00 for additional costs associated with 100 feet of storm line and related components.

Change Order 3: (\$13,193.80) for the elimination of the paving portion of contract.

ADOPTED, this 18th day of March, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

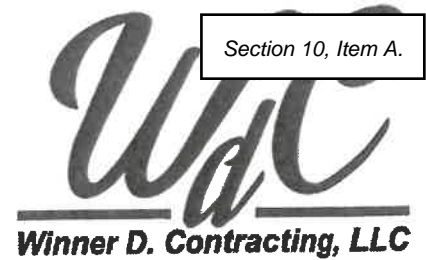
Attest:

Lydia Claar, Acting Deputy City Administrator

Winner D Contracting LLC

11718 Old Legislative Rd
Frostburg, MD 21532 US
winnerdcontracting@gmail.com

Section 10, Item A.



Change Order #1

INVOICE

BILL TO
City of Frostburg

INVOICE 1158
DATE 02/21/2025
TERMS Net 15
DUE DATE 03/08/2025

DATE		DESCRIPTION	AMOUNT
01/13/2025		Plumbing rough in under slab for bathroom and janitor room. Tied into sewer Floor drains installed and stubbed outside for storm tie in. Backfilled and compacted w 57s 1 Tri axle 57s and small truck 57s (total 25 tons delivered for Kauffman metals)	
01/16/2025		Another 21 tons delivered Water service relocated into janitor's room. Adapted sink drain to 3"	
02/03/2025	Sales	For final grade on floor 30 tons waste hauled away and disposed of	4,798.65
BALANCE DUE			\$4,798.65

BOM. HL

01-000-1507

Winner D Contracting LLC

11718 Old Legislative Rd
Frostburg, MD 21532 US
winnerdcontracting@gmail.com

Section 10, Item A.



Change Order #2

INVOICE

BILL TO
City of Frostburg

INVOICE 1159
DATE 02/24/2025
TERMS Net 15
DUE DATE 03/11/2025

DATE		DESCRIPTION	AMOUNT
02/24/2025	Change Order - Storm Water tie in	100 ft storm water 6" tap for downspouts, drains and wash bay	7,500.00
BALANCE DUE			\$7,500.00

01-000-1507



City of Frostburg

Todd J. Logsdon
Mayor

Commissioners

Donald L. Carter, Jr.
*Commissioner of
Finance*

Kevin G. Grove
*Commissioner of
Public Safety*

Nina Forsythe
*Commissioner of
Water, Parks and
Recreation*

Adam Ritchey
*Commissioner of
Public Works*

**Hayden Lindsey
& Lydia Claar**
*Acting City
Administrators*

To: Winner D Contracting, LLC Attn: David Winner
From: Hayden Lindsey
Subject: Bureau of Mines Storage Garage Foundation Change Order
Date: 2/20/2025

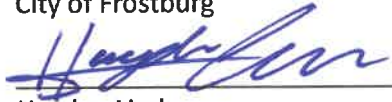
Mr. Winner,
We are requesting a reduction in scope and dollar value of \$13,193.80 to your original contract of \$103,201.56.

The removed scope will be in the asphalt paving item. We are reducing the amount of paving and removing the parking bumpers and the line striping from the contract.

Total dollar value of request is \$13,193.80.

If this is acceptable, please sign below and reflect the reduction in your final invoice.

Owner:
City of Frostburg


Hayden Lindsey

Contractor:
Winner D Contracting, LLC

David Winner

RESOLUTION 2025-12

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT FOR THE CONSTRUCTION OF A STORAGE BUILDING.

WHEREAS, the City entered into a contract with Kauffman Metals for the supply and construction of a metal storage building; and,

WHEREAS, during the course of the project, it was identified that the Wainscot was inadvertently omitted from the original proposal; and,

WHEREAS, in order to complete the project as originally envisioned, the inclusion of the Wainscot is necessary, resulting in the need for a change order.

NOW, THEREFORE, BE IT RESOLVED, that the Frostburg Mayor and Council hereby approves Change Order No. 1 in the amount of \$450.00 to the contract with Kauffman Metals.

ADOPTED, this 18th day of March, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Lydia Claar, Acting Deputy City Administrator



Kauffman Metals, LLC
6146 Lincoln Hwy
Bedford, PA 15522
Phone: (814) 623-6044
Fax: (814) 623-5599

Invoice Section 10, Item B.

Invoice Number	Date	Page
98795	2/28/2025	1 of 1



Bill To:

City of Frostburg
160 S. Water St
PO Box 440
Frostburg, MD 21532
Phone: (301) 689-6000
Mobile Phone: (240) 727-8844

Ship To:

Pickup

Customer ID	Sales Person	P.O. Number	Ship Date	Ship Via	Terms
FROCIT			3/7/2025	Pickup	Net 30 days

Ordered	Shipped	Description	Unit Price	Extended
1.00	1.00	32'x48'x12' Post Frame Structure	75,403.000	75,403.00
1.00	1.00	Add-On Wainscot	450.000	450.00

Please Check this material list carefully. We agree to furnish the quantities and materials listed above, subject to availability. This does NOT guarantee that the materials listed are adequate to complete a given project!

Returns Subject to 15% Restocking Fee

All past due invoices will be subject to a finance charge of 1.50% per month, annual rate of 18.00%

Subtotal	75,853.00
Freight	-
Sales Tax	Exempt
TOTAL	75,853.00
Amount Paid	0.00
Balance Due	75,853.00

Customer Signature _____

RESOLUTION 2025-13

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT FOR INTERIOR FINISHES ASSOCIATED WITH THE CONSTRUCTION OF A STORAGE BUILDING.

WHEREAS, the City entered into a contract with Daystar Builders, Inc. for the interior finishes associated with the construction of a storage building; and,

WHEREAS, during the course of the project, the City identified the need for the addition of wall hydrants.

NOW, THEREFORE, BE IT RESOLVED, that the Frostburg Mayor and Council hereby approves Change Order No. 1 in the amount of \$1,050.00 to the contract with Daystar Builders, Inc.

ADOPTED, this 18th day of March, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Lydia Claar, Acting Deputy City Administrator

Daystar Builders Inc
1524 Fosters Inn Road
Grantsville, Md. 21536

Phone 301-895-5050 Fax 301-895-4929

Proposal: City of Frostburg Storage Garage Interior Finish 2025

Name: City of Frostburg
Address: 37 South Broadway
Frostburg, Maryland 21532
Date: 01-23-2025
Attn: Director of Public Works Hayden Lindsey

Change Order #1 Added Wall Hydrants

- Add (1) interior hose bibb in the storage room near the mop sink.
- Add (1) exterior wall hydrant to the front left end wall of the building. This will have to be surfaced PVC pipe & Fittings mounted across the ceiling and down the wall to keep in the conditioned space. Line will be drainable to empty in winter if needed.

Total price for above items ----- \$ 1,050.00

Date of Acceptance: 1/23/25

Signature: Mike Shelley

Signature: [Signature]

RESOLUTION 2025-14

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AWARDED A CONTRACT AND APPROVING CHANGE ORDER NO. 1 FOR ELECTRICAL WORK ASSOCIATED WITH THE CONSTRUCTION OF A STORAGE BUILDING.

WHEREAS, the City of Frostburg has leased space in the Frostburg Armory to the Maryland Department of the Environment, which has requested additional storage; and,

WHEREAS, the City has constructed a storage building in the "Mud Lot" under a lease agreement with Frostburg State University; and,

WHEREAS, the City put the electrical work out for competitive bid and Stevens Electrical, Inc. was the lowest bidder in the amount of \$22,725.00; and,

WHEREAS, an oversight in the contract approval was identified, and Change Order No. 1 is needed for modifications related to the heating system in the amount of \$3,575.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council hereby approves the contract with Stevens Electrical, Inc., and Change Order No. 1 in the total amount of \$26,300.00

ADOPTED, this 18th day of March, 2025.

Frostburg Mayor and Council

BY _____
Todd J. Logsdon, Mayor

Attest:

Lydia Claar, Acting Deputy City Administrator

STEVENS ELECTRICAL, INC.

10157 PINEY MT. ROAD. SW
FROSTBURG, MD 21532

Section 10, Item D.

Date	Estimate #
1/23/2025	1226

Name / Address
City of Frostburg 37 S Broadway St Frostburg MD 21532

			Project
Description	Qty	Cost	Total
Project: Bureau of Mines Storage Building Change Order/Electric Heat/50A outlets Supply labor and material for the following scope of work: 1) Install 3' QMark electric baseboard heater Model #2543 with a 2-pole baseboard thermostat in the restroom and utility storage room. 2) Install a 3/4" EMT conduit with (3) #6 THHN and (1) #10 ground to the following locations: Far back wall ceiling by the egress door, opposite corner behind the utility storage room. Install that conduit/wire to a welding outlet mounted at 4' AFF. Provide (2) Square D Q0205 breakers in the new panel dedicated to each location. 3) Terminate and test upon completion.		3,575.00	3,575.00
Thank you for the opportunity to provide you with this quote.		Total	\$3,575.00

Customer Signature

