



# THE CITY OF FROSTBURG

## Mayor and Council Meeting Agenda

Tuesday, November 19, 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**

**2. Pledge of Allegiance**

**3. Frostburg Blessing**

**4. Roll Call**

**5. Approval of the Agenda**

**6. Approval of the Minutes**

**A.** Minutes from the October Council Meeting.

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

**7. Special Presentations and Requests**

**A.** Spirit of Frostburg Award: Coal Miner Memorial Committee

**B.** Proclamation: Small Business Saturday

**C.** Proclamation: Municipal Government Works Month

**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.

**B.** Holiday Announcements:

- Small Business Saturday - Saturday, November 30

- Tree Lighting Ceremony - Sunday, December 1

- Storybook Holiday - Saturday, December 7

Shop Local all season long!

**9. Public Hearings**

**A. Ordinance 2024-05** To amend the property maintenance standards in the City of Frostburg to improve definitions for certain infractions.

**B.** Combined Sewer Overflow Monthly Public Hearing

**10. Old Business**

- A. Ordinance 2024-05 To amend the property maintenance standards in the City of Frostburg to improve definitions for certain infractions. Bethany Fife, Director of Community Development.  
Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

## 11. New Business

- A. Resolution 2024-67** Approve renumbering of Change Orders for CSO Phase X-A project. Hayden Lindsey, Director of Public Works.  
Motion and Second to Approve Resolution 2024-67; PUBLIC COMMENT; Vote of the Mayor and City Council.
- B. Resolution 2024-68** Amend Fee Schedule to change fees and penalties associated with Water Shut-offs. Elaine Jones, CPA, Director of Finance  
Motion and Second to Approve Resolution 2024-68; PUBLIC COMMENT; Vote of the Mayor and City Council.
- C. Resolution 2024-69** Approve Deed for acceptance of public infrastructure for Prichard Farms Phases 1-A-2 and 1-A-3. Elizabeth Stahlman, City Administrator  
Motion and Second to Approve Resolution 2024-69; PUBLIC COMMENT; Vote of the Mayor and City Council.
- D. Resolution 2024-70** Approve Real Estate Tax Set Aside Agreement for Prichard Farms Phase 1-A-4. Elizabeth Stahlman, City Administrator  
Motion and Second to Approve Resolution 2024-70; PUBLIC COMMENT; Vote of the Mayor and City Council.
- E. Resolution 2024-71** Approve projects to be funded with the American Rescue Plan Act. Elizabeth Stahlman, City Administrator  
Motion and Second to Approve Resolution 2024-71; PUBLIC COMMENT; Vote of the Mayor and City Council.
- F. Resolution 2024-72** Adjust terms for Frostburg Housing Authority Board Members to comply with bylaws. Elizabeth Stahlman, City Administrator  
Motion and Second to Approve Resolution 2024-72; PUBLIC COMMENT; Vote of the Mayor and City Council.
- G. Resolution 2024-73** Authorize \$25,000 grant to Greenbench Companies for stabilization work at the Diamond Building, as a municipal match for George Edwards Fund grant. Elizabeth Stahlman, City Administrator  
Motion and Second to Approve Resolution 2024-73; PUBLIC COMMENT; Vote of the Mayor and City Council.
- H. Resolution 2024-74** Dismiss Value Drug Company from Opioid Litigation. Elizabeth Stahlman, City Administrator  
Motion and Second to Approve Resolution 2024-71; PUBLIC COMMENT; Vote of the Mayor and City Council.
- I. Resolution 2024-75** Award bid and approve contract to low bidder, Kauffman Metals, in the amount of \$75,403.00, for the construction of the MDE storage building, in the Mud Lot. Hayden Lindsey, Director of Public Works  
Motion and Second to Approve Resolution 2024-75; PUBLIC COMMENT; Vote of the Mayor and City Council.

**J.** **Resolution 2024-76** Authorize a lease of a Chevrolet Blazer EV Police Package through the Enterprise Fleet Management Program for the Police Department. Elizabeth Stahlman, City Administrator

Motion and Second to Approve Resolution 2024-76; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Chief Nicholas Costello

**A.** Report for October 2024

**13. Open Public Comment**

**14. Adjournment**



# THE CITY OF FROSTBURG

## Mayor and Council Meeting Minutes

Tuesday, October 15, 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

A. Minutes from the September Council Meeting.

Motion and Second to Approval the Minutes for the September Council Meeting.

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

Motion carried.

- B. Minutes from the Closed Session Meeting on October 8, 2024.

Motion and second to approve October 8 Closed Session Minutes.

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

Motion carried.

## 7. Special Presentations and Requests

- A. Special Recognition

Mayor W. Robert Flanigan

Mayoral term: 2011-2024

Mayor Logsdon made a presentation to Bob Flanigan of his official mayoral portrait, a City of Frostburg flag, and a great seal of the City of Frostburg. All council members made remarks.

## 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.

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

Motion carried.

## 9. Public Hearings

- A. **Ordinance 2024-02** Zoning Amendment pertaining to Body Art Studios.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

- B. **Ordinance 2024-03** An Ordinance to repeal and reenact with Amendments sections of the City Code pertaining to Water Service by the City of Frostburg.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

- C. **Ordinance 2024-04** An Ordinance to Repeal and Reenact with Amendment sections of the City Code for the purpose of establishing exceptions to the requirements set forth in the 'Storage of Solid Waste'.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

D. Combined Sewer Overflow Monthly Public Hearing

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

10. Old Business

A. **Ordinance 2024-02** Zoning Amendment pertaining to Body Art Studios.

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

Motion made by Mayor Logsdon, Seconded by Commissioner of Public Works Ritchey.

Motion Carried

B. **Ordinance 2024-03** An Ordinance to repeal and reenact with Amendments sections of the City Code pertaining to Water Service by the City of Frostburg.

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

Motion made by Mayor Logsdon, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

C. **Ordinance 2024-04** An Ordinance to Repeal and Reenact with Amendment sections of the City Code for the purpose of establishing exceptions to the requirements set forth in the 'Storage of Solid Waste'.

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

Motion made by Mayor Logsdon, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

11. New Business

A. **Ordinance 2024-05** To amend the property maintenance standards in the City of Frostburg to improve definitions for certain infractions. Bethany Fife, Director of Community Development

Motion and Second to Approve the Ordinance on First Reading, and set the November 19, 2024 Council Meeting as an advertised Public Hearing; 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.

B. **Resolution 2024-63** Approve Annual Enterprise Zone Report. Bethany Fife, Director of Community Development

Motion and Second to Approve Resolution 2024-63; 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.

- C. **Resolution 2024-64** Reappoint Dan Filer as an Alternate to the Historic District Commission for a 3-year term. Bethany Fife, Director of Community Development

Motion and Second to Approve Resolution 2024-64; 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 2024-65** Approve Change Order No. 4 for the Mechanic Street Parking Lot project, constructed by Carl Belt, Inc., in the amount of (-\$5,511.34). Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2024-65; 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 2024-66** Approve a fixed price energy contract brokered by Tradition Energy for an 18-month term. Elizabeth Stahlman

Motion and Second to Approve Resolution 2024-66; 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.

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

Chief Nicholas Costello

- A. Monthly Report

**13. Open Public Comment**

Laurel Miller - 170 Spring Street - Various questions about Lonaconing water matter. What needs to be decided by Dec. 31, 2024, legal agreement. Allegany County.

Kathy Miller - 158 Center Street - Incident from Oct. 12. 2024 that occurred, written complaint, both asked Police to work together, be aware of bad behavior, students held accountable, very concerned as property owners.

Chief Costello responded to questions about surveillance.

**14. Adjournment**

Motion made to adjourn by Commissioner of Water, Parks and Recreation Forsythe, Seconded by  
Commissioner of Public Works Ritchey.

Motion carried.

Mayor Logsdon adjourned the meeting at 06:39 PM.



City of Frostburg  
Monthly Reports



*For the month of October 2024*  
**Reports from the Departments of:**

- Community Development
- Finance
- Parks and Recreation
- Street
- Water

## CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: October 2024

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

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### Permits

Please see attached permit report.

### Rental Housing

- Inquiry emails sent to A1 Inspections and Megco to see if several inspections from round one is completed before deadline of October 31, 2024 and received confirmation from both.
- RH Coordinator assisted property owners with general zoning inquiries.
- Emailed copies of rental license and receipts for 2024 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 updates were made for property owners who needed them.
- Updating IWORQ and Rental Housing Spreadsheet in reference to tri- yearly inspections.
- Attended Second Coalition Meeting of the semester, information of homecoming, Halloween problem houses(rentals).
- Newly owner-occupied properties have been updated from rental status.
- October Fire Safety Month email sent to landlords and owner's agents regarding fire safety issues and prevention for themselves and tenants.
- 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 properties that was to be inspected by October 31<sup>st</sup> deadline has come into compliance or are scheduled for the next two weeks.

## **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 did not meet in October due to a lack of applications received.
- *Planning Commission* – The Frostburg Planning Commission did not meet in October due to a lack of applications received.
- *Board of Zoning Appeals* – The Board of Zoning Appeals met on October 2 for a hearing regarding a request for a Special Exception Use in the C3 Town Center District for a Body Art Studio to be located at 6 E. Main Street as part of the existing Jamaica Junction business. After a presentation from a representative of the business, and a brief discussion by the Board members, the Board voted unanimously to approve the Special Exception Use.
- *Green Team* – The Green Team met in person at the Municipal Center on Wednesday, October 30. Items discussed include: the “Listen, Lead, Share” forum coming up in February, food waste reduction initiatives from a local composting company, and a slideshow highlighting Mountain Ridge High School’s Green School initiatives.

## **Director’s Report:**

### **Meetings, Webinars, Conferences, and Trainings Attended:**

- October 2: Solid Waste Management Board meeting
- October 2: Board of Zoning Appeals public hearing
- October 4: Comp Plan check-in call with Consultant
- October 4: Edible Arboretum Committee meeting

- October 8: Main Street Maryland Conference in Frederick, MD
- October 9-11: Maryland Outdoor Recreation Summit @ Rocky Gap State Park
- October 14: Storybook Holiday meeting
- October 15: Mayor & City Council Regular Meeting
- October 15: FrostburgFirst Downtown Visioning Session event
- October 16: FrostburgFirst Board of Directors meeting
- October 16: Comp Plan check-in call with Consultant
- October 17: Attainable Housing Alliance meeting
- October 17: Leadership Allegany! Economic Development Day Co-Chair meeting
- October 18: Meeting w/ downtown business owner
- October 18: Comp Plan check-in call with Consultant
- October 18: Site Visit to 59 E. Main Street
- October 20-22: MD Planning Commissioners Association Conference in Ellicott City
- October 23: Hosted DHCD Sec. Jake Day
- October 29: Site Visit to Diamond Building
- October 30: Board Development Committee meeting
- October 30: Green Team meeting
- October 31: Comp Plan Steering Committee kickoff meeting

**Planning, Economic Development, & Current Projects:**

Construction at O'Reilly Auto Parts is complete, and the Use and Occupancy permit has been released.

Renovation permits released for the Nickel Building and for Hill Street School. Both projects are moving forward.

Waiting to hear from DHCD whether Strategic Demolition funds were awarded to support blight elimination and other necessary sitework on North Water Street. Award expected to be announced any day now...

The Edible Arboretum Committee is working diligently to wrap up Phase II of development before the end of the fall season. Staff is preparing an application for Sustainable Maryland's brand new "Action Grants" program, which, if awarded, would support the third and final phase of planting/development at the Arboretum.

The City received a \$4,000 grant award from the Great Allegheny Passage (GAP) Conservancy to support the installation of e-bike charging infrastructure in the Parrish Hall Parking Lot.

**Currently Working On & On the Radar:**

- Edible Arboretum development
- Text amendments re: common code enforcement issues (solid waste and real property standards)
- Subdivision and Land Use Regulations rewrite/update
- Comprehensive Plan & Housing Element
- Glendening signage project
- Development of an address assignment policy



## Case Activity Report

10/01/2024 - 10/31/2024

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

10/31/2024	10/30/2024	6 S GRANT ST	Disabled/unregistered vehicle, refrigerator in driveway	Door Hanger	Citation Issued
<b>Group Total: 1</b>					

### Group: Inspection

10/23/2024	10/25/2024	118 W MECHANIC ST	Posted Not to be Occupied/High Grass	Inspection	First Warning
10/23/2024		72 MOUNT SAVAGE RD	Renovation without permit	Inspection	Verbal/Courtesy Warning
<b>Group Total: 2</b>					

### Group: Issue Citation

10/30/2024	10/30/2024	6 S GRANT ST	Disabled/unregistered vehicle, refrigerator in driveway	Issue Citation	Citation Issued
<b>Group Total: 1</b>					

### Group: Phone Call/Email

10/21/2024	10/31/2024	46 BOWERY ST	Box spring in side yard	Phone Call/Email	Resolved
10/21/2024		155 CENTER ST	Noise/Burning	Phone Call/Email	Verbal/Courtesy Warning
10/21/2024	10/31/2024	46 BOWERY ST	Box spring in side yard	Phone Call/Email	Resolved
10/14/2024	10/21/2024	132 MAPLE ST	Sofa on sidewalk	Phone Call/Email	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
10/18/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Phone Call/Email	Monitoring
10/11/2024	10/18/2024	144 MAPLE ST	Sofa on front porch	Phone Call/Email	Resolved
10/3/2024	07/17/2024 Second Notice 07/27/2024 Final Notice 08/14/2024	150 E MAIN ST	Unregistered vehicle	Phone Call/Email	Citation Issued
10/9/2024	10/09/2024	128 BOWERY ST	Disabled/unregistered vehicle	Phone Call/Email	Resolved
10/2/2024	10/09/2024	152 BOWERY ST	Unregistered Motor Vehicle	Phone Call/Email	Resolved
10/1/2024	10/10/2024	23 HILL ST	High grass	Phone Call/Email	Resolved

Group Total: 10

## Group: Re-Inspection

10/25/2024		80 W MECHANIC ST	Unsecure structure	Re-Inspection	First Warning
10/25/2024	10/31/2024	46 BOWERY ST	Box spring in side yard	Re-Inspection	Resolved
10/23/2024	10/03/2024	11 MILL ST	High Grass	Re-Inspection	Resolved
10/25/2024	10/25/2024	124 S WATER ST	High Grass	Re-Inspection	First Warning
10/25/2024	10/25/2024	15 S GRANT ST	Mattress/Box Spring in back yard. Improperly stored trash.	Re-Inspection	Resolved
10/25/2024	10/31/2024	12 PAUL ST	Trash and furniture	Re-Inspection	Resolved
10/25/2024	09/26/2024	159 W MAIN ST	High grass	Re-Inspection	Resolved
10/25/2024	10/31/2024	28 E COLLEGE AVE	High Grass	Re-Inspection	Resolved
10/18/2024	10/09/2024	152 BOWERY ST	Unregistered Motor Vehicle	Re-Inspection	Resolved
10/18/2024	10/18/2024	144 MAPLE ST	Sofa on front porch	Re-Inspection	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
10/18/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Re-Inspection	Monitoring
10/16/2024	10/25/2024	118 W MECHANIC ST	Posted Not to be Occupied/High Grass	Re-Inspection	First Warning
10/9/2024	09/09/2024	129 S WATER ST	Wild flowers, weeds and bushes encroaching on sidewalk and hindering line of sight at intersection.	Re-Inspection	Resolved
10/9/2024	Immediately 08/16/2024	34 MAPLE ST	Generator Running continuously	Re-Inspection	Monitoring
10/7/2024	09/08/2024	131 MAPLE ST	High Grass	Re-Inspection	Resolved
<b>Group Total: 15</b>					

**Group: Verbal Warning**

10/21/2024	10/31/2024	128 BOWERY ST	Fridge and dryer on back porch	Verbal Warning	Verbal/Courtesy Warning
10/21/2024		155 CENTER ST	Noise/Burning	Verbal Warning	Verbal/Courtesy Warning
<b>Group Total: 2</b>					

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**Total Records: 31**

**11/1/2024**





## Case Detail Report

10/01/2024 - 10/31/2024

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
10/25/2024		351 ALLEGANY ST	Deck rails do not meet code International Residential Code 2018 Section R312.1.3. Opening Limitations	First Warning
10/25/2024	11/08/2024	16 GREEN ST	Unregistered Motor vehicle (s)	First Warning
10/23/2024		82 BOWERY ST	Exterior Maintenance	First Warning
10/23/2024		72 MOUNT SAVAGE RD	Renovation without permit	Verbal/Courtesy Warning
10/21/2024		155 CENTER ST	Noise/Burning	Verbal/Courtesy Warning
10/21/2024	10/31/2024	28 E COLLEGE AVE	High Grass	Resolved
10/21/2024	10/31/2024	128 BOWERY ST	Fridge and dryer on back porch	Verbal/Courtesy Warning
10/21/2024		146 BOWERY ST	Refrigerator on porch needs to be removed or relocated. Compliance date 10/31/2024	First Warning
10/21/2024	10/31/2024	46 BOWERY ST	Box spring in side yard	Resolved
10/21/2024	10/31/2024	12 PAUL ST	Trash and furniture	Resolved

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
10/21/2024	11/21/2024	119 PARK ST	Exterior maintenance	First Warning
10/21/2024		80 W MECHANIC ST	Unsecure structure	First Warning
10/18/2024	10/25/2024	124 S WATER ST	High Grass	First Warning
10/18/2024	10/25/2024	15 S GRANT ST	Mattress/Box Spring in back yard. Improperly stored trash.	Resolved
10/16/2024	10/30/2024	6 S GRANT ST	Disabled/unregistered vehicle, refrigerator in driveway	Citation Issued
10/14/2024	10/21/2024	132 MAPLE ST	Sofa on sidewalk	Resolved
10/11/2024	10/18/2024	144 MAPLE ST	Sofa on front porch	Resolved

Total Records: 17

11/1/2024



## Permit Report

10/01/2024 - 10/31/2024

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Building	Addition	216 BRADDOCK ROAD	12' x11' Block Addition	Open
Use & Occupancy		10811 New Georges Creek Road	Commercial Use and Occupancy	Closed
Building		10802 Laurel Hill Drive	Construction of a 9,600 sf Medical Waste Facility	Pending
Solicitor - Door-to-Door		Citywide	Door to Door Solicitor Permit - LCM, Inc.	Closed
Use & Occupancy	Renovation/Conversion	295 E MAIN ST	Commercial Use & Occupancy - Permit is for bar and restaurant ONLY - exterior deck to be permitted separately.	Closed
Burning		209 ALBERT AVE	Burning of Brush	Open
Building	Addition	99 CANDLEWICK CT	Construction of a 30' x 40' Addition	Pending
Use & Occupancy		156 E MAIN ST	Commercial Use & Occupancy for Allegheny Trail House (Reissue of Permit 2016-047)	Closed

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Building	Addition	157 E COLLEGE AVE	Conversion of an existing 14' x 12' porch to a building addition	Open
Certificate of Appropriateness	Accessory Structure	179 E MAIN ST	Construction of a 15' x 16' Wooden Shed	Closed
Use & Occupancy		6 E MAIN ST	Commercial Use & Occupancy	Closed
Solicitor - Long-Term Mobile		Citywide	Long Term Mobile Business Unit (Shaved Ice Truck)	Closed
Building	Accessory Structure	179 E MAIN ST	Construction of a 15' x 16' Wood Shed	Closed

Total Records: 13

11/4/2024

2025

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)	10,288,271.18
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	176,077.65
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	11,175.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	747,934.22
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	3,762.23
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	127,901.85
01-000-1143	TAXES RECEIVABLE - CORPORATION	43,784.81
01-000-1200	PREPAID EXPENSE	1,664.67
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1500	FIXED ASSETS	24,248,474.29
01-000-1504	WIP - CHILDCARE CENTER	1,627,414.25
01-000-1506	WIP - GATEWAY IMPROVEMENT	778,556.90
01-000-1507	WORK IN PROCESS - MISC PROJECTS	808,227.87
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>31,542,315.00</u>

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
01-000-2000	ACCOUNTS PAYABLE	1,433.55
01-000-2005	CUSTOMER REFUND	1,382.70
01-000-2010	PRICHARD FARMS RETSA PAYABLE	3,055.85
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	2,545,899.71
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>9,241,913.59</u>
01-000-3000	INVESTED IN FIXED ASSETS	13,118,573.00
01-000-3200	FUND BALANCE	<u>4,935,250.50</u>
	Total	18,053,823.50

Revenue	4,712,501.60
Less Expenses	<u>2,809,752.81</u>
Net	1,902,748.79

Audit adjustments for the year ending 6/30/24 are incomplete

2025

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Total Fund Balance	<u>19,956,572.29</u>
Total Liabilities & Fund Balance	<u>29,198,485.88</u>

2025

Assets		
02-000-1000	CASH	976,169.40
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,345.16
02-000-1100	ACCOUNTS RECEIVABLE	1,937.09
02-000-1102	WATER ACCOUNTS RECEIVABLE	127,621.33
02-000-1140	INTEREST RECEIVABLE - WATER	545.16
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>2,686,854.94</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	907,116.00
02-000-3250	FUND BALANCE	456,164.59
	Total	<u>1,363,280.59</u>
	Revenue	570,672.67
	Less Expenses	<u>552,600.25</u>
	Net	<u>18,072.42</u>
	Total Fund Balance	<u>1,381,353.01</u>
	Total Liabilities & Fund Balance	<u>1,982,381.29</u>

2025

Assets		
03-000-1000	CASH	1,425,965.95
03-000-1040	BAY RESTORATION FUND CASH	18,786.13
03-000-1041	CSO CASH	513,557.80
03-000-1100	ACCOUNTS RECEIVABLE	50,943.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	136,721.60
03-000-1120	BAY RESTORATION FUND RECEIVABLE	19,067.79
03-000-1121	CSO SURCHARGE RECEIVABLE	35,858.95
03-000-1141	INTEREST REC - CSO SURCHARGE	2,495.43
03-000-1142	INTEREST RECEIVABLE - SEWER	720.96
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	907,829.32
03-000-1539	WIP - PHASE X-B	119,936.60
03-000-1540	WIP - PHASE X-C	138,961.60
03-000-1541	WIP - PHASE IX-D	3,000.00
03-000-1542	WIP - PHASE VIII-C	3,000.00
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>21,532,849.44</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	216,476.23
	Total Liabilities	<u>716,918.63</u>
03-000-3000	INVESTED IN FIXED ASSETS	18,368,433.00
03-000-3200	FUND BALANCE	<u>1,805,770.13</u>
	Total	20,174,203.13
	Revenue	856,879.33
	Less Expenses	<u>458,126.51</u>
	Net	<u>398,752.82</u>
	Total Fund Balance	<u>20,572,955.95</u>
	Total Liabilities & Fund Balance	<u>21,289,874.58</u>



2025

Assets		
04-000-1000	CASH	1,138,114.46
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,849.83
04-000-1131	WATER SURCHARGE RECEIVABLE	72,997.75
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	<u>20,222,047.29</u>
	Total Assets	<u><u>9,624,607.40</u></u>
Liabilities & Fund Balance		
04-000-2250	UNEARNED REVENUE	6,037.02
04-000-2900	NOTES PAYABLE	<u>2,453,820.29</u>
	Total Liabilities	2,459,857.31
04-000-3000	INVESTED IN FIXED ASSETS	6,327,244.00
04-000-3250	FUND BALANCE	<u>616,351.26</u>
	Total	6,943,595.26
	Revenue	325,254.75
	Less Expenses	<u>64,779.22</u>
	Net	<u>260,475.53</u>
	Total Fund Balance	<u>7,204,070.79</u>
	Total Liabilities & Fund Balance	<u><u>9,663,928.10</u></u>

2025

Assets		
05-000-1000	CASH	146,677.13
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	59,331.37
05-000-1140	INTEREST RECEIVABLE - TRASH	4,232.63
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>493,276.26</u>
Liabilities & Fund Balance		
05-000-2000	ACCOUNTS PAYABLE	383.46
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	123,069.00
	Total Liabilities	<u>219,039.63</u>
05-000-3000	INVESTED IN FIXED ASSETS	266,178.00
05-000-3200	FUND BALANCE	24,706.13-
	Total	<u>241,471.87</u>
	Revenue	204,364.03
	Less Expenses	<u>139,067.16</u>
	Net	<u>65,296.87</u>
	Total Fund Balance	<u>306,768.74</u>
	Total Liabilities & Fund Balance	<u>525,808.37</u>

City of Frostburg  
COMM DEVELOPMENT SPECIAL PROJECTS FUND  
BALANCE SHEET  
AS OF: 10/31/24

2025

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Assets		
07-000-1000	CASH	<u>31,698.90</u>
	Total Assets	<u><u>31,698.90</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
07-000-3200	FUND BALANCE	<u>56,091.43</u>
	Total	<u>56,091.43</u>
	Revenue	11.71
	Less Expenses	<u>0.00</u>
	Net	<u>11.71</u>
	Total Fund Balance	<u>56,103.14</u>
	Total Liabilities & Fund Balance	<u><u>56,103.14</u></u>

City of Frostburg  
OPIOID SETTLEMENT FUND  
BALANCE SHEET  
AS OF: 10/31/24

2025

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Assets		
08-000-1000	CASH	<u>29,083.81</u>
	Total Assets	<u><u>29,083.81</u></u>
Liabilities & Fund Balance		
	Total Liabilities	<u>0.00</u>
08-000-3200	FUND BALANCE	<u>8,841.32</u>
	Total	<u>8,841.32</u>
	Revenue	5,600.73
	Less Expenses	<u>0.00</u>
	Net	<u>5,600.73</u>
	Total Fund Balance	<u>14,442.05</u>
	Total Liabilities & Fund Balance	<u><u>14,442.05</u></u>

**CITY OF FROSTBURG  
MONTHLY REPORT - TAXES  
FOR THE MONTH ENDING OCTOBER 31, 2024**

Tax Type - Year	Principal		Receipts		Abatements/ Adjustments	Principal
	Receivable at 09/30/24	Billings	Principal	Interest		
Real Estate - 20/21	\$ 237.32	\$ -	\$ -	\$ -	\$ -	\$ 237.32
Real Estate - 21/22	13,694.80	-	-	-	-	13,694.80
Real Estate - 22/23	38,398.97	-	725.74	205.46	-	37,673.23
Real Estate - 23/24	74,117.33	-	4,010.94	642.23	-	70,106.39
Real Estate - 24/25	857,870.23	-	229,913.22	1,822.87	-	627,957.01
Real Estate - overpayments	-	-	2,431.99	-	697.46	(1,734.53)
Real Estate Total	<u>\$ 984,318.65</u>	<u>\$ -</u>	<u>\$ 237,081.89</u>	<u>\$ 2,670.56</u>	<u>\$ 697.46</u>	<u>\$ 747,934.22</u>
Personal Prop - 23/24	\$ 1,402.28	\$ -	\$ -	\$ -	\$ -	\$ 1,402.28
Personal Prop - 24/25	7,081.05	-	4,721.10	-	-	2,359.95
Personal Property	<u>\$ 8,483.33</u>	<u>\$ -</u>	<u>\$ 4,721.10</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,762.23</u>
Public Utility - 23/24	<u>\$ 106,171.80</u>	<u>\$ 21,730.05</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 127,901.85</u>
Corporation - 21/22	\$ 27.80	\$ -	\$ -	\$ -	\$ -	\$ 27.80
Corporation - 22/23	3,523.86	-	-	-	-	3,523.86
Corporation - 23/24	8,286.30	-	189.00	34.08	-	8,097.30
Corporation - 24/25	26,537.70	14,135.85	8,261.10	33.64	(276.60)	32,135.85
Corporation Total	<u>\$ 38,375.66</u>	<u>\$ 14,135.85</u>	<u>\$ 8,450.10</u>	<u>\$ 67.72</u>	<u>\$ (276.60)</u>	<u>\$ 43,784.81</u>
NST - Returned Check Fee	<u>\$ 30.00</u>	<u>\$ 30.00</u>	<u>\$ 30.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30.00</u>
Total	<u>\$ 1,137,379.44</u>	<u>\$ 35,895.90</u>	<u>\$ 250,283.09</u>	<u>\$ 2,738.28</u>	<u>\$ 420.86</u>	<u>\$ 923,413.11</u>

**CITY OF FROSTBURG  
OCTOBER 2024 BUDGET REPORT**

Section 8, Item A.

*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-000-4000	TAXES-REAL ESTATE	2,908,000	-	2,936,643.98	101.0
01-000-4001	PERSONAL PROPERTY TAXES	7,000	-	7,081.05	101.2
01-000-4002	PUBLIC UTILITY TAXES	190,000	21,730.05	127,901.85	67.3
01-000-4003	CORPORATION TAXES	95,000	12,476.55	45,994.65	48.4
01-000-4004	PRIOR YEAR TAXES	1,000	-	-	-
01-000-4005	TRAILER TAX	1,600	-	280.00	17.5
01-000-4010	INTEREST ON TAXES	50,000	2,738.28	16,977.87	34.0
01-000-4011	TAX CREDITS	(32,400)	(32,230.10)	(32,230.10)	99.5
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	4,935.46	94,364.32	14.7
01-000-4021	ADMISSION TAXES	24,000	10,097.46	10,097.46	42.1
01-000-4022	HOTEL MOTEL TAX	155,000	-	18,119.51	11.7
01-000-4023	HIGHWAY USE TAX	510,000	-	-	-
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	-	-	-
01-000-4032	TRADERS LICENSES	10,000	489.11	1,128.00	11.3
01-000-4040	POLICE GRANTS	40,000	2,680.11	16,874.68	42.2
01-000-4041	PARKING METERS (& PERMITS)	-	720.00	762.88	-
01-000-4043	POLICE PROTECTION GRANTS	135,000	-	30,635.00	22.7
01-000-4045	FINES & FORFEITURES	15,000	340.00	1,085.00	7.2
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	25.0
01-000-4050	PERMITS, PLANNING, ETC	2,000	275.00	1,255.00	62.8
01-000-4051	BUILDING PERMITS	1,500	145.00	615.00	41.0
01-000-4052	RENTAL REGISTRATION	74,000	80.00	1,170.00	1.6
01-000-4054	CONSTRUCTION INSPECTIONS	17,750	2,535.00	6,395.00	36.0
01-000-4055	CODE ENFORCEMENT CITATIONS	750	250.00	250.00	33.3
01-000-4056	COMM DEV GRANT REVENUE	50,000	-	13,010.82	26.0
01-000-4060	SWIMMING POOL	60,000	-	29,676.50	49.5
01-000-4062	DAY CAMP REGISTRATIONS	18,000	-	16,355.00	90.9
01-000-4063	RECREATION ACTIVITIES	22,000	50.00	6,610.00	30.1
01-000-4200	OPERATING TRANSFER - WATER FUND	95,600	7,967.00	31,868.00	33.3
01-000-4201	OPERATING TRANSFER - SEWER FUND	241,750	20,146.00	80,584.00	33.3
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	18,175	1,515.00	6,060.00	33.3
01-000-4250	NSF FEES	-	30.00	340.00	-
01-000-4301	RENTS	111,000	1,125.00	28,229.58	25.4
01-000-4302	HRD APPROPRIATION	10,700	-	10,761.00	100.6
01-000-4303	FRANCHISES - GAS, TV, ETC	72,000	-	-	-
01-000-4304	MISCELLANEOUS REVENUE	1,000	1,482.00	3,669.02	366.9
01-000-4306	PROJECT REIMBURSEMENT	1,948,000	2,196.70	24,081.60	1.2
01-000-4315	PROCEEDS FROM FUND BALANCE	173,870	-	-	-
01-000-4317	SPECIAL REVENUE	1,707,750	-	964,769.00	56.5
01-000-4600	INTEREST INCOME	400,000	57,428.94	198,397.87	49.6
<b>CORPORATE FUND Revenue Totals</b>		<b>9,858,745</b>	<b>119,202.56</b>	<b>4,714,511.60</b>	

**CITY OF FROSTBURG  
OCTOBER 2024 BUDGET REPORT**

Section 8, Item A.

*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
<b>EXECUTIVE</b>					
01-100-5000	SALARIES	22,200	1,850.00	7,400.00	33.3
01-100-5010	SOCIAL SECURITY	1,700	141.55	566.20	33.3
01-100-5012	WORKERS COMP	175	13.00	81.00	46.3
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000	960.00	1,691.20	28.2
01-100-5104	INSURANCE - PUBLIC OFFICIALS	7,000	-	8,072.00	115.3
01-100-5110	CONTRIBUTIONS	500,000	-	500,000.00	100.0
01-100-5150	TRAINING	2,800	-	1,350.00	48.2
01-100-5160	TRAVEL	5,700	415.88	415.88	7.3
01-100-5185	PROFESSIONAL FEES	20,000	1,750.00	14,600.00	73.0
<b>100 Executive</b>		<b>565,575</b>	<b>5,130.43</b>	<b>534,176.28</b>	
<b>ADMINISTRATIVE</b>					
01-110-5000	SALARIES	176,000	13,328.01	55,043.64	31.3
01-110-5010	SOCIAL SECURITY	13,300	959.48	3,980.06	29.9
01-110-5011	PENSION	16,000	-	-	-
01-110-5012	WORKERS COMP	600	51.00	295.00	49.2
01-110-5013	INSURANCE - HEALTH	46,500	3,226.64	17,205.60	37.0
01-110-5014	INSURANCE - HEALTH RETIREE	43,500	1,728.84	12,416.60	28.5
01-110-5015	CONTRIBUTION - 457	2,000	133.26	580.27	29.0
01-110-5030	EMPLOYEE WELLNESS	7,500	106.77	400.90	5.4
01-110-5050	RESERVE FOR CONTINGENCIES	10,000	1,835.00	6,155.36	61.6
01-110-5100	INSURANCE - AUTO	700	-	-	-
01-110-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-110-5105	INSURANCE - PROPERTY	7,700	-	11,421.70	148.3
01-110-5106	INSURANCE - AD&D AND LIFE	4,500	305.66	1,522.10	33.8
01-110-5111	CONTRIBUTIONS - TOURISM	130,900	-	60,799.00	46.5
01-110-5150	TRAINING	450	-	833.00	185.1
01-110-5160	TRAVEL	1,800	1,154.88	1,154.88	64.2
01-110-5185	PROFESSIONAL FEES	1,100	-	87.88	8.0
01-110-5191	COMMUNICATIONS	8,000	1,848.19	3,870.67	48.4
01-110-5200	ADVERTISING	6,400	293.96	1,305.47	20.4
01-110-5205	LEGAL	42,500	8,933.75	10,526.25	24.8
01-110-5207	PENSION ADMINISTRATIVE FEE	7,350	-	1,831.90	24.9
01-110-5210	OFFICE SUPPLIES	11,000	804.09	4,193.54	38.1
01-110-5220	POSTAGE	23,000	-	5,878.31	25.6
01-110-5230	COMPUTER EXPENSE	9,000	595.00	2,670.00	29.7
01-110-5232	IT LICENSING AND FEES	33,000	119.99	20,598.72	62.4
01-110-5235	DIGITAL ENGAGEMENT	29,000	5,027.40	10,331.52	35.6
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,500	24,758.96	24,758.96	16.0
01-110-5500	BUILDING - ARMORY	12,000	1,835.39	4,019.15	33.5
01-110-5502	BUILDING MAINTENANCE	21,000	207.32	7,533.46	35.9
01-110-5550	UTILITIES - BUILDING	16,000	934.89	3,836.19	24.0
01-110-5700	BANK FEES	1,000	3.00	3.00	0.3
01-110-5807	CAPITAL OUTLAY	2,375,000	242,605.94	953,278.19	40.1
<b>110 Administrative</b>		<b>3,211,475</b>	<b>310,797.42</b>	<b>1,226,643.32</b>	

**CITY OF FROSTBURG  
OCTOBER 2024 BUDGET REPORT**

Section 8, Item A.

*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
FINANCE					
01-120-5000	SALARIES	88,000	5,384.41	27,934.95	31.7
01-120-5010	SOCIAL SECURITY	6,700	394.48	2,069.78	30.9
01-120-5011	PENSION	8,000	-	-	-
01-120-5012	WORKERS COMP	250	18.00	113.00	45.2
01-120-5013	INSURANCE - HEALTH	32,500	1,269.01	6,771.55	20.8
01-120-5015	CONTRIBUTION - 457	625	38.36	171.55	27.5
01-120-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-120-5105	INSURANCE - PROPERTY	3,000	-	3,448.39	115.0
01-120-5150	TRAINING	1,000	-	-	-
01-120-5185	PROFESSIONAL FEES	1,000	-	396.00	39.6
01-120-5310	AUDITING	75,000	-	-	-
01-120-5311	ACTUARIAL STUDY	5,000	-	-	-
01-120-5313	TAX COLLECTION	1,300	-	131.42	10.1
01-120-5810	RETSA OBLIGATION	9,600	-	-	-
<b>120 Finance</b>		<b>232,150</b>	<b>7,104.26</b>	<b>41,148.64</b>	
COMMUNITY DEV					
01-130-5000	SALARIES	125,000	9,520.02	38,080.05	30.5
01-130-5010	SOCIAL SECURITY	9,500	696.32	2,785.28	29.3
01-130-5011	PENSION	11,400	-	-	-
01-130-5012	WORKERS COMP	350	25.00	157.00	44.9
01-130-5013	INSURANCE - HEALTH	23,000	1,799.33	9,406.34	40.9
01-130-5015	CONTRIBUTION - 457	1,500	53.90	241.75	16.1
01-130-5100	INSURANCE - AUTO	700	-	720.00	102.9
01-130-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-130-5105	INSURANCE - PROPERTY	3,800	-	4,597.85	121.0
01-130-5150	TRAINING	500	640.00	640.00	128.0
01-130-5160	TRAVEL	900	257.66	257.66	28.6
01-130-5185	PROFESSIONAL FEES	1,000	-	-	-
01-130-5320	ECONOMIC DEVELOPMENT	3,300	-	3,091.45	93.7
01-130-5322	PLANNING	155,000	1,310.00	1,310.00	0.9
01-130-5323	PUBLIC ART	2,000	-	-	-
01-130-5401	AUTO EXPENSE	500	61.00	94.00	18.8
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	-	23,507.00	47.0
01-130-5822	SPECIAL PROJECTS	18,800	402.24	702.24	3.7
<b>130 Community Dev</b>		<b>407,425</b>	<b>14,765.47</b>	<b>85,702.62</b>	
CODE ENFORCEMENT					
01-140-5000	SALARIES	63,000	3,913.92	17,062.09	27.1
01-140-5010	SOCIAL SECURITY	4,800	278.16	1,209.61	25.2
01-140-5011	PENSION	5,700	-	-	-
01-140-5012	WORKERS COMP	200	15.00	93.00	46.5
01-140-5013	INSURANCE - HEALTH	22,800	1,891.76	9,649.51	42.3
01-140-5015	CONTRIBUTION - 457	750	38.82	191.37	25.5
01-140-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0



**CITY OF FROSTBURG  
OCTOBER 2024 BUDGET REPORT**

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*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-140-5105	INSURANCE - PROPERTY	2,900	-	3,448.39	118.9
01-140-5150	TRAINING	500	-	-	-
01-140-5160	TRAVEL	500	-	36.50	7.3
01-140-5185	PROFESSIONAL FEES	400	-	-	-
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	11,700	-	11,500.00	98.3
01-140-5330	CODE ENFORCEMENT	5,000	-	-	-
01-140-5331	CONSTRUCTION INSPECT	20,000	380.00	2,975.00	14.9
01-140-5332	RENTAL INSPECTION	37,500	1,300.00	5,050.00	13.5
<b>140 Code Enforcement</b>		<b>175,925</b>	<b>7,817.66</b>	<b>51,327.47</b>	

PUBLIC WORKS ADMIN					
01-150-5000	SALARIES	76,000	5,353.20	22,042.81	29.0
01-150-5010	SOCIAL SECURITY	5,800	392.60	1,618.60	27.9
01-150-5011	PENSION	6,400	-	-	-
01-150-5012	WORKERS COMP	1,600	116.00	725.00	45.3
01-150-5013	INSURANCE - HEALTH	14,000	1,118.62	5,830.74	41.7
01-150-5015	CONTRIBUTION - 457	700	53.50	237.84	34.0
01-150-5100	INSURANCE - AUTO	700	-	717.00	102.4
01-150-5102	INSURANCE - GEN LIAB	175	-	112.00	64.0
01-150-5105	INSURANCE - PROPERTY	1,900	-	2,298.93	121.0
01-150-5150	TRAINING	1,000	-	1,500.00	150.0
01-150-5160	TRAVEL	1,000	-	-	-
01-150-5185	PROFESSIONAL FEES	2,100	-	-	-
01-150-5193	ONE CALL CONCEPTS	2,200	63.44	217.16	9.9
01-150-5340	ENGINEERING EQUIPMENT	3,000	76.50	352.08	11.7
01-150-5341	MAPPING SUPPLIES	8,000	-	5,000.00	62.5
01-150-5342	PUBLIC WORKS	7,400	249.08	249.08	3.4
01-150-5400	GAS, OIL, GREASE	3,000	174.39	616.90	20.6
01-150-5420	FLEET LEASE	11,000	842.93	3,371.72	30.7
<b>150 Public Works Admin</b>		<b>145,975</b>	<b>8,440.26</b>	<b>44,889.86</b>	

PUBLIC SAFETY					
01-160-5000	SALARIES	1,062,000	74,535.66	307,663.28	29.0
01-160-5002	SALARIES - POLICE GRANTS	40,000	2,638.28	9,345.76	23.4
01-160-5003	COURT TIME	13,000	631.23	4,777.15	36.8
01-160-5010	SOCIAL SECURITY	85,000	5,700.60	23,610.57	27.8
01-160-5011	PENSION	285,000	-	-	-
01-160-5012	WORKERS COMP	72,000	5,218.00	32,613.00	45.3
01-160-5013	INSURANCE - HEALTH	257,000	17,021.41	89,569.58	34.9
01-160-5015	CONTRIBUTION - 457	7,500	476.04	2,132.18	28.4
01-160-5100	INSURANCE - AUTO	6,200	-	7,304.00	117.8
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	3,702.00	8,335.22	32.7
01-160-5170	UNIFORMS	15,000	1,004.73	1,595.26	10.6
01-160-5180	SAFETY EQUIPMENT	1,200	-	180.00	15.0

**CITY OF FROSTBURG  
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*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	2,819.14	7,229.60	39.1
01-160-5191	COMMUNICATIONS	30,500	9,097.65	13,725.11	45.0
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	-	-
01-160-5210	OFFICE SUPPLIES	5,000	411.96	1,221.02	24.4
01-160-5230	COMPUTER EXPENSE	8,500	-	-	-
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	201.43	1,280.66	32.0
01-160-5400	GAS, OIL, GREASE	33,000	1,480.49	5,287.40	16.0
01-160-5401	AUTO EXPENSE	18,000	342.44	4,878.29	27.1
01-160-5420	FLEET LEASE	43,000	4,214.60	16,759.93	39.0
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	243.39	649.85	16.3
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	623.26	2,465.77	24.7
01-160-5851	FIRE DEPT APPROPRIATION	255,670	63,917.50	127,835.00	50.0
<b>160 Public Safety</b>		<b>2,362,470</b>	<b>194,279.81</b>	<b>695,231.68</b>	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	296,000	22,154.00	88,974.81	30.1
01-170-5010	SOCIAL SECURITY	22,600	1,610.26	6,468.48	28.6
01-170-5011	PENSION	27,500	-	-	-
01-170-5012	WORKERS COMP	20,000	1,449.00	9,058.00	45.3
01-170-5013	INSURANCE - HEALTH	80,000	5,517.03	29,020.12	36.3
01-170-5015	CONTRIBUTION - 457	1,500	93.44	418.08	27.9
01-170-5018	UNEMPLOYMENT	200	-	-	-
01-170-5100	INSURANCE - AUTO	7,800	-	9,267.00	118.8
01-170-5102	INSURANCE - GEN LIAB	575	397.20	846.20	147.2
01-170-5105	INSURANCE - PROPERTY	6,000	-	8,093.05	134.9
01-170-5150	TRAINING	5,000	100.00	100.00	2.0
01-170-5170	UNIFORMS	8,000	452.19	1,071.84	13.4
01-170-5180	SAFETY EQUIPMENT	7,200	-	2,714.55	37.7
01-170-5191	COMMUNICATIONS	15,000	236.40	782.88	5.2
01-170-5210	OFFICE SUPPLIES	1,500	-	478.40	31.9
01-170-5400	GAS, OIL, GREASE	30,000	1,935.65	5,757.33	19.2
01-170-5420	FLEET LEASE	29,000	3,372.51	13,490.04	46.5
01-170-5550	UTILITIES - BUILDING	6,000	215.12	765.39	12.8
01-170-5711	SALT & ABRASIVES	150,000	-	-	-
01-170-5712	SIGN MAINTENANCE	15,000	1,025.60	8,352.22	55.7
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	10,382.15	19,399.03	21.6
01-170-5714	STREET LIGHTING	100,000	7,762.80	24,716.42	24.7
01-170-5715	STREET MAINTENANCE REPAIRS	100,000	5,976.19	13,408.91	13.4
01-170-5716	STREET SHOP EQUIPMENT	50,000	7,082.41	15,979.56	32.0
01-170-5717	STREET LIGHTING REPAIRS	20,000	-	880.38	4.4
01-170-5800	CAPITAL OUTLAY	565,750	36,534.63	95,293.54	16.8
01-170-5861	STREET PAVING	200,000	65,493.09	223,126.03	111.6
01-170-5865	PARKING LOT MAINTENANCE	13,000	1,473.40	3,028.35	23.3
<b>170 Public Works - Street</b>		<b>1,867,625</b>	<b>173,263.07</b>	<b>581,490.61</b>	

**CITY OF FROSTBURG**  
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*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
	RECREATION				
01-180-5000	SALARIES	284,000	21,508.48	86,138.31	30.3
01-180-5010	SOCIAL SECURITY	21,700	1,580.60	6,330.42	29.2
01-180-5011	PENSION	23,600	-	-	-
01-180-5012	WORKERS COMP	18,200	1,319.00	8,244.00	45.3
01-180-5013	INSURANCE - HEALTH	65,000	4,762.30	24,260.07	37.3
01-180-5015	CONTRIBUTION - 457	1,750	76.30	342.07	19.6
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	14,500	242.00	15,164.13	104.6
01-180-5150	TRAINING	300	-	-	-
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,800	932.73	1,463.27	30.5
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	9,000	556.98	1,724.01	19.2
01-180-5420	FLEET LEASE	23,000	1,863.65	7,454.60	32.4
01-180-5503	ARMORY EXPENSE - GYM	16,000	541.13	1,091.40	6.8
01-180-5504	COMMUNITY CENTER	10,000	908.85	4,985.43	49.9
01-180-5510	CITY PLACE	29,500	735.53	2,577.46	8.7
01-180-5550	UTILITIES	9,000	408.21	946.38	10.5
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	-	-	-
01-180-5721	REC EQUIPMENT MAINTENANCE	5,000	-	84.85	1.7
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000	-	-	-
01-180-5723	REC PARK MAINTENANCE EXPENSE	63,000	6,269.91	26,507.55	42.1
01-180-5724	STREET TREE MAINTENANCE	7,500	2,343.00	2,343.00	31.2
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	-	-
01-180-5726	RECREATIONAL PROGRAMS	13,000	1,945.06	6,063.15	46.6
01-180-5800	CAPITAL OUTLAY	100,900	208,521.71	224,432.23	222.4
	<b>180 Recreation</b>	<b>733,450</b>	<b>254,515.44</b>	<b>422,906.33</b>	
	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	2,086.00	45.4
01-181-5018	UNEMPLOYMENT	200	-	-	-
01-181-5507	POOL OPERATING	35,000	2,156.90	13,384.02	38.2
	<b>181 Recreation-Pool</b>	<b>117,300</b>	<b>2,490.90</b>	<b>62,553.91</b>	
	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	681.00	45.4
01-182-5018	UNEMPLOYMENT	200	-	-	-
01-182-5507	DAY CAMP OPERATIONS	800	-	159.42	19.9
	<b>182 Recreation - Day Camp</b>	<b>28,350</b>	<b>109.00</b>	<b>16,690.28</b>	

**CITY OF FROSTBURG**  
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Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
	RECREATION - SEASONAL				
01-183-5000	SALARIES	9,500	-	-	-
01-183-5010	SOCIAL SECURITY	725	-	-	-
01-183-5012	WORKERS COMP	600	43.00	270.00	45.0
01-183-5108	UNEMPLOYMENT	200	-	-	-
	<b>183 Recreation - Seasonal</b>	<b>11,025</b>	<b>43.00</b>	<b>270.00</b>	
	<b>CORPORATE FUND Expenditure Totals</b>	<b>9,858,745</b>	<b>978,756.72</b>	<b>3,763,031.00</b>	
02-000-4000	WATER SERVICE REVENUE	1,488,000	170,055.00	475,150.06	31.9
02-000-4001	INTEREST EARNED - WATER	1,500	136.23	501.13	33.4
02-000-4317	SPECIAL REVENUE	363,500	-	74,685.64	20.6
02-000-4401	SALE OF BULK WATER	-	-	370.75	-
02-000-4402	SALE OF METERS	5,000	1,350.00	2,250.00	45.0
02-000-4403	TAPPING FEES	4,000	600.00	1,600.00	40.0
02-000-4404	SUNDRY SALES	10,000	150.00	6,449.76	64.5
02-000-4408	SUNDRY SALES - CASH BASIS	-	12.50	12.50	-
02-000-4600	INTEREST INCOME	15,000	5.16	9,652.83	64.4
	<b>WATER FUND Revenue Totals</b>	<b>1,887,000</b>	<b>172,308.89</b>	<b>570,672.67</b>	
	WATER - ADMIN				
02-190-5000	SALARIES	72,000	5,497.61	21,990.46	30.5
02-190-5010	SOCIAL SECURITY	5,400	398.50	1,594.03	29.5
02-190-5011	PENSION	6,500	-	-	-
02-190-5012	WORKERS COMP	225	16.00	101.00	44.9
02-190-5013	INSURANCE - HEALTH	18,000	1,469.66	7,630.90	42.4
02-190-5015	CONTRIBUTION - 457	850	54.94	245.72	28.9
02-190-5313	COLLECTION EXPENSE	1,000	-	131.42	13.1
02-190-5370	FMHA BOND	750	-	832.00	110.9
02-190-5600	CORPORATE OVERHEAD	95,600	7,967.00	31,868.00	33.3
	<b>190 Water - Admin</b>	<b>200,325</b>	<b>15,403.71</b>	<b>64,393.53</b>	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,300	-	1,121.00	86.2
02-192-5105	INSURANCE - PROPERTY	12,500	-	18,426.56	147.4
02-192-5106	INSURANCE - BOILER & MACHINERY	6,000	-	5,757.41	96.0
02-192-5521	PUMPING SYSTEM EXPENSE	95,000	4,109.59	19,927.48	21.0
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000	732.99	3,577.99	7.2
02-192-5710	FILTRATION CONTRACT PAYMENT	654,000	56,168.41	156,204.62	23.9
	<b>192 Water - Filtration</b>	<b>818,800</b>	<b>61,010.99</b>	<b>205,015.06</b>	
	WATER - SUPPLY				
02-194-5000	SALARIES	34,000	2,640.00	10,560.00	31.1
02-194-5010	SOCIAL SECURITY	2,500	201.96	807.84	32.3
02-194-5011	PENSION	3,000	-	-	-
02-194-5012	WORKERS COMP	2,300	167.00	1,043.00	45.4
02-194-5015	CONTRIBUTION - 457	100	-	-	-
02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-

**CITY OF FROSTBURG  
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02-194-5550	UTILITIES / WATER SUPPLY	5,000	575.48	1,074.32	21.5
02-194-5730	WATER SUPPLY EXPENSE	50,000	912.18	6,568.12	13.1
	<b>194 Water - Supply</b>	<b>101,900</b>	<b>4,496.62</b>	<b>20,053.28</b>	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	275,000	19,660.00	78,680.00	28.6
02-196-5010	SOCIAL SECURITY	21,000	1,443.75	5,778.07	27.5
02-196-5011	PENSION	20,500	-	-	-
02-196-5012	WORKERS COMP	17,600	1,275.00	7,971.00	45.3
02-196-5013	INSURANCE - HEALTH	82,000	4,930.84	25,623.62	31.3
02-196-5015	CONTRIBUTION - 457	1,000	32.40	145.00	14.5
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	3,200	-	4,606.64	144.0
02-196-5150	TRAINING	3,500	2,700.00	2,700.00	77.1
02-196-5170	UNIFORMS	4,000	218.00	715.81	17.9
02-196-5180	SAFETY EQUIPMENT	6,575	-	270.00	4.1
02-196-5191	COMMUNICATIONS	13,000	912.89	3,719.87	28.6
02-196-5210	OFFICE SUPPLIES	1,000	-	136.00	13.6
02-196-5390	MISCELLANEOUS EXPENSE	1,000	-	-	-
02-196-5400	GAS, OIL, GREASE	17,000	500.80	1,681.00	9.9
02-196-5420	FLEET LEASE	33,000	2,606.94	10,427.76	31.6
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	957.65	1,547.93	12.4
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000	305.07	650.15	13.0
02-196-5700	DISTRIBUTION EXPENSE	51,000	12,217.18	26,481.22	51.9
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000	-	-	-
02-196-5702	EQUIPMENT MAINTENANCE	8,000	-	-	-
02-196-5703	FIRE HYDRANTS EXPENSE	8,000	-	-	-
02-196-5704	TRANSMISSION MAINS EXPENSE	95,800	4,150.00	83,074.63	86.7
02-196-5740	METERS EXPENSE	70,000	522.78	3,947.68	5.6
	<b>196 Water - Distribution</b>	<b>765,975</b>	<b>52,433.30</b>	<b>263,138.38</b>	
	<b>WATER FUND Expenditure Totals</b>	<b>1,887,000</b>	<b>133,344.62</b>	<b>552,600.25</b>	
03-000-4000	SEWER CHARGES	1,817,000	185,984.81	438,380.21	24.1
03-000-4001	INTEREST EARNED - SEWER	1,800	237.56	883.02	49.1
03-000-4315	PROCEEDS FROM FUND BALANCE	23,925	-	-	-
03-000-4317	SPECIAL REVENUE	3,500	-	-	-
03-000-4404	SUNDRY SALES	1,500	624.27	624.27	41.6
03-000-4501	BAY RESTORATION FUND REVENUE	-	12,605.41	74,077.95	-
03-000-4503	SEWER TAP FEES	3,500	500.00	1,500.00	42.9
03-000-4600	INTEREST INCOME	25,000	-	13,021.54	52.1
	<b>Sewer Operations Total</b>	<b>1,876,225</b>	<b>199,952.05</b>	<b>528,486.99</b>	
03-220-4317	SPECIAL REVENUE	800,000	-	-	-
03-220-4520	CSO SURCHARGE REVENUE	401,000	28,146.80	161,477.78	40.3
03-220-4521	INTEREST EARNED - CSO SURCHARGE	500	116.58	410.56	82.1
03-220-4530	PROJECT REIMBURSEMENTS	3,092,000	166,504.00	166,504.00	5.4

**CITY OF FROSTBURG  
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Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
<b>CSO Total</b>		<b>4,293,500</b>	<b>194,767.38</b>	<b>328,392.34</b>	
<b>SEWER FUND Revenue Totals</b>		<b>6,169,725</b>	<b>394,719.43</b>	<b>856,879.33</b>	
SEWER - ADMIN					
03-210-5000	SALARIES	72,000	5,497.61	21,990.46	30.5
03-210-5010	SOCIAL SECURITY	5,400	398.50	1,594.03	29.5
03-210-5011	PENSION	6,500	-	-	-
03-210-5012	WORKERS COMP	225	16.00	101.00	44.9
03-210-5013	INSURANCE - HEALTH	18,000	1,469.70	7,631.06	42.4
03-210-5015	CONTRIBUTION - 457	850	54.94	245.72	28.9
03-210-5313	COLLECTION EXPENSE	1,000	-	131.42	13.1
<b>210 Sewer - Admin</b>		<b>103,975</b>	<b>7,436.75</b>	<b>31,693.69</b>	
SEWER - OPERATING					
03-211-5000	SALARIES	172,000	16,185.20	65,025.11	37.8
03-211-5010	SOCIAL SECURITY	13,000	1,135.38	4,563.28	35.1
03-211-5011	PENSION	19,000	-	-	-
03-211-5012	WORKERS COMP	11,000	797.00	4,982.00	45.3
03-211-5013	INSURANCE - HEALTH	71,000	6,397.57	32,892.37	46.3
03-211-5015	CONTRIBUTION - 457	1,800	113.64	508.98	28.3
03-211-5100	INSURANCE - AUTO	1,400	-	1,434.00	102.4
03-211-5102	INSURANCE - GEN LIAB	650	-	561.00	86.3
03-211-5105	INSURANCE - PROPERTY	6,800	-	6,900.97	101.5
03-211-5150	TRAINING	1,000	-	-	-
03-211-5170	UNIFORMS	3,000	122.96	598.10	19.9
03-211-5180	SAFETY EQUIPMENT	1,000	-	637.49	63.8
03-211-5191	COMMUNICATIONS	2,400	167.05	594.24	24.8
03-211-5396	BAY RESTORATION FUND EXPENSE	-	45,645.67	35,938.30	-
03-211-5400	GAS, OIL, GREASE	10,000	653.50	2,448.09	24.5
03-211-5420	FLEET LEASE	21,000	1,701.50	6,806.00	32.4
03-211-5520	PUMPING STATION MAINTENANCE	6,000	40.59	2,817.15	47.0
03-211-5600	CORPORATE OVERHEAD	241,750	20,146.00	80,584.00	33.3
03-211-5761	SANITARY COMMISSION CHARGES	1,100,000	-	149,799.08	13.6
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800	2,929.05	5,858.10	49.6
03-211-5763	SEWER OPERATING EXPENSE	50,000	7,640.79	18,320.65	36.6
03-211-5764	SEWER PUMPING EXPENSE	6,000	612.71	4,782.97	79.7
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	30,000	-	-	-
<b>211 Sewer - Operating</b>		<b>1,780,600</b>	<b>104,288.61</b>	<b>426,051.88</b>	
CSO					
03-220-5391	INTEREST EXPENSE	3,200	(1,843.29)	380.94	11.9
03-220-5392	DEBT REDEMPTION	23,600	-	-	-
03-220-5800	CAPITAL OUTLAY	4,258,350	94,883.72	380,522.38	8.9
<b>220 CSO</b>		<b>4,285,150</b>	<b>93,040.43</b>	<b>380,903.32</b>	
<b>SEWER FUND Expenditure Totals</b>		<b>6,169,725</b>	<b>204,765.79</b>	<b>838,648.89</b>	

**CITY OF FROSTBURG  
OCTOBER 2024 BUDGET REPORT**

Section 8, Item A.

*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
04-000-4000	WATER TAP SURCHARGE	668,000	61,953.41	311,686.15	46.7
04-000-4001	INTEREST EARNED SURCHARGE	1,000	159.45	547.06	54.7
04-000-4317	SPECIAL REVENUE	68,000	-	-	-
04-000-4600	INTEREST INCOME	20,000	-	13,021.54	65.1
<b>PINEY SURCHARGE FUND Revenue Totals</b>		<b>757,000</b>	<b>62,112.86</b>	<b>325,254.75</b>	
WATER SURCHARGE					
04-200-5313	COLLECTION EXPENSE	1,000	-	105.14	10.5
04-200-5390	MISCELLANEOUS EXPENSE	12,000	-	-	-
04-200-5391	INTEREST EXPENSE	56,900	10,459.63	15,832.58	27.8
04-200-5392	DEBT REDEMPTION	415,100	-	4,775.60	1.2
04-200-5802	CAPITAL REPAIRS	68,000	3,332.36	48,841.50	71.8
<b>PINEY SURCHARGE FUND Expenditure Totals</b>		<b>553,000</b>	<b>13,791.99</b>	<b>69,554.82</b>	
05-000-4000	TRASH & GARBAGE CHARGES	473,000	31,680.71	200,412.50	42.4
05-000-4001	INTEREST EARNED - TRASH	800	200.40	667.76	83.5
05-000-4404	SUNDRY SALES	1,000	300.00	1,500.00	150.0
05-000-4600	INTEREST INCOME	3,000	-	1,783.77	59.5
<b>GARBAGE FUND Revenue Totals</b>		<b>477,800</b>	<b>32,181.11</b>	<b>204,364.03</b>	
GARBAGE ADMIN.					
05-230-5000	SALARIES	72,000	5,497.57	21,990.25	30.5
05-230-5010	SOCIAL SECURITY	5,400	398.50	1,594.00	29.5
05-230-5011	PENSION	6,500	-	-	-
05-230-5012	WORKERS COMP	225	16.00	101.00	44.9
05-230-5013	INSURANCE - HEALTH	18,000	1,469.71	7,630.71	42.4
05-230-5015	CONTRIBUTION - 457	850	54.94	245.70	28.9
05-230-5313	COLLECTION EXPENSE	500	-	26.29	5.3
<b>230 Garbage Admin.</b>		<b>103,475</b>	<b>7,436.72</b>	<b>31,587.95</b>	
GARBAGE OPERATING					
05-232-5000	SALARIES	93,000	6,481.20	23,629.88	25.4
05-232-5010	SOCIAL SECURITY	7,100	466.60	1,704.98	24.0
05-232-5011	PENSION	8,500	-	-	-
05-232-5012	WORKERS COMP	6,000	435.00	2,719.00	45.3
05-232-5013	INSURANCE - HEALTH	22,500	1,800.15	8,654.28	38.5
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	55.79	378.85	12.6
05-232-5180	SAFETY EQUIPMENT	1,000	-	381.99	38.2
05-232-5210	OFFICE SUPPLIES	1,000	-	135.98	13.6
05-232-5400	GAS, OIL, GREASE	14,000	951.26	3,012.48	21.5
05-232-5600	CORPORATE OVERHEAD	18,175	1,515.00	6,060.00	33.3
05-232-5770	ASH DUMPSTER	8,500	-	-	-
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	-	-

**CITY OF FROSTBURG**  
**OCTOBER 2024 BUDGET REPORT**

Section 8, Item A.
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*Note: Audit adjustments for the year ended 06/30/24 are incomplete.*

Account Id	Account Description	Budget	Oct 2024 Rev/Expd	YTD Rev/Expd	% of Budget Incurred
05-232-5772	LANDFILL CHARGES	130,000	10,865.83	34,218.58	26.3
05-232-5773	SANITATION OPERATING EXPENSE	30,000	526.44	19,604.26	65.4
	<b>232 Garbage Operating</b>	<b>360,625</b>	<b>23,097.27</b>	<b>107,479.21</b>	
	<b>GARBAGE FUND Expenditure Totals</b>	<b>464,100</b>	<b>30,533.99</b>	<b>139,067.16</b>	





# THE CITY OF FROSTBURG

## Mayor and Council Meeting Minutes

Tuesday, October 15, 2024 at 5:30 PM

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

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

### 1. Call to Order

Mayor Logsdon called 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

A. Minutes from the September Council Meeting.

Motion and Second to Approval the Minutes for the September Council Meeting.

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

Motion carried.

- B. Minutes from the Closed Session Meeting on October 8, 2024.

Motion and second to approve October 8 Closed Session Minutes.

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

Motion carried.

## 7. Special Presentations and Requests

- A. Special Recognition

Mayor W. Robert Flanigan

Mayoral term: 2011-2024

Mayor Logsdon made a presentation to Bob Flanigan of his official mayoral portrait, a City of Frostburg flag, and a great seal of the City of Frostburg. All council members made remarks.

## 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.

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

Motion carried.

## 9. Public Hearings

- A. **Ordinance 2024-02** Zoning Amendment pertaining to Body Art Studios.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

- B. **Ordinance 2024-03** An Ordinance to repeal and reenact with Amendments sections of the City Code pertaining to Water Service by the City of Frostburg.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

- C. **Ordinance 2024-04** An Ordinance to Repeal and Reenact with Amendment sections of the City Code for the purpose of establishing exceptions to the requirements set forth in the 'Storage of Solid Waste'.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

D. Combined Sewer Overflow Monthly Public Hearing

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Motion carried.

10. Old Business

A. **Ordinance 2024-02** Zoning Amendment pertaining to Body Art Studios.

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

Motion made by Mayor Logsdon, Seconded by Commissioner of Public Works Ritchey.

Motion Carried

B. **Ordinance 2024-03** An Ordinance to repeal and reenact with Amendments sections of the City Code pertaining to Water Service by the City of Frostburg.

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

Motion made by Mayor Logsdon, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

C. **Ordinance 2024-04** An Ordinance to Repeal and Reenact with Amendment sections of the City Code for the purpose of establishing exceptions to the requirements set forth in the 'Storage of Solid Waste'.

Motion and Second to Approve the Ordinance on Second Reading; Vote of the Mayor and City Council.

Motion made by Mayor Logsdon, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

11. New Business

A. **Ordinance 2024-05** To amend the property maintenance standards in the City of Frostburg to improve definitions for certain infractions. Bethany Fife, Director of Community Development

Motion and Second to Approve the Ordinance on First Reading, and set the November 19, 2024 Council Meeting as an advertised Public Hearing; 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.

B. **Resolution 2024-63** Approve Annual Enterprise Zone Report. Bethany Fife, Director of Community Development

Motion and Second to Approve Resolution 2024-63; 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.

**C. Resolution 2024-64** Reappoint Dan Filer as an Alternate to the Historic District Commission for a 3-year term. Bethany Fife, Director of Community Development

Motion and Second to Approve Resolution 2024-64; 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 2024-65** Approve Change Order No. 4 for the Mechanic Street Parking Lot project, constructed by Carl Belt, Inc., in the amount of (-\$5,511.34). Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2024-65; 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 2024-66** Approve a fixed price energy contract brokered by Tradition Energy for an 18-month term. Elizabeth Stahlman

Motion and Second to Approve Resolution 2024-66; 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.

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

Chief Nicholas Costello

A. Monthly Report

**13. Open Public Comment**

Laurel Miller - 170 Spring Street - Various questions about Lonaconing water matter. What needs to be decided by Dec. 31, 2024, legal agreement. Allegany County.

Kathy Miller - 158 Center Street - Incident from Oct. 12, 2024 that occurred, written complaint, both asked Police to work together, be aware of bad behavior, students held accountable, very concerned as property owners.

Chief Costello responded to questions about surveillance.

**14. Adjournment**

Motion made to adjourn by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Works Ritchey.

Motion carried.

Mayor Logsdon adjourned the meeting at 06:39 PM.

**CITY OF FROSTBURG**

Parks and Rec Monthly report

For the Month of October 2024

Submitted by: Gene Bittinger maintenance Supervisor

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October 1 2024

Checked parks

Finished painting field 5 bathrooms

Received new tool cat

Meant with bobcat salesmen

Unloaded antifreeze

Trained on new tool cat

October 2 2024

Checked parks

Cleaned up painting tools at field 5 bathrooms

Checked water leaks at the Armory

Looked at boilers at Community Center

Picked up paint for City Place

Put stickers on the tool cat

Took the guys to get new boots

October 3 2024

Checked parks

Scraped and painted City Place entrance

Checked Armory roof for leaks

Worked on a zero mower

Installed 4 new soap dispensers at field 8 bathrooms

Checked on pumpkins for Halloween

October 4 2024

Checked parks

Turned bills in

Cut grass at Hoffman, MT Pleasant, East End, L.L. field and Community field

Cut grass around Armory

Cut tree off Hoffman walking trail

October 7 2024

Checked parks

Started cutting grass Glendening

Cut grass at City Hall

October 8 2024

Checked parks

Put new light switch in at Community Center

Took cross walk mat up at Community Center  
Picked up paint for Community Center  
Hung an AED at the Day Care Center  
Checked broken basketball hoop at the Gym  
October 9 2024  
Checked parks  
Touched up the paint at the Community Center  
Cut grass at The Dog Park  
Took benches and bike racks to the Miners Memorial  
Dropped off paint supplies at containers for Finian Center workers  
Cut grass around the pool  
October 10 2024  
Checked parks  
Finished emptying Lyons building  
Unloaded pumpkins  
Put new basketball hoop up in the gym  
Loaded out skids  
October 11 2024  
Checked parks  
Cleaned up Hoffman for rental  
Cut and weed eated ST Mikes  
Re spooled weed eated string  
Meant with Liz  
October 14 2024  
Checked parks  
Finished putting in the road at the tree farm  
Fixed peeling paint at the Bureau of mines office  
October 15 2024  
Checked parks  
Went to the staff meeting  
Cleaned drain at the Day Care Center  
Took canopy's down at the Dog park  
Winterized the Dog Park because of a water leak  
October 16 2024  
Checked parks  
Picked up oil for all zero turn mowers and bobcat  
Put paint out for all soccer teams  
Filled holes in Shaw st field, field 7, field 3  
Fixed walking trail by Cotton pond  
Picked up rear view mirror and rear light for the tool cat

October 17 2024

Checked parks

Cut grass at Hoffman, MT Pleasant, East End

Poured concrete for memorial

Picked up parts for tool cat lights

Helped the Water Dept.

October 18 2024

Checked parks

Turned bills in

Fueled truck 40

Cleaned Hoffman pavilion for wedding

Put lights on the tool cat

Took pumpkins and candy to City Place

October 21 2024

Checked parks

Picked up skids and card board from City Place

Painted rhinos

Started cleaning safety pads for the Community Center

October 22 2024

Checked parks

Started draining and winterizing the pool

Cleaned on the safety pads for the Community Center

October 23 2024

Checked parks

Installed a memorial plack at Glendening

Reinstalled safty mats at the Community Center

Put tools out and picked them up for the Finian Center people

Had fuel tanks filled

October 24 2024

Checked parks

Help the police dept put targets away

Welded leg on a target stand for Rifle range

Cleaned up after food giveaway

Picked up stain for City Place gazebo

Cut grass at the Armory and around the shop

October 25 2024

Checked parks

Helped the Water Dept.

Started separating bathroom partisans

Took hay and corn stalks to City Place

Changed buckets on bobcat and the tool cat

Fixed a tire on a zero mower



October 28 2024

Checked parks

Winterized Lyon and Shaw St bathrooms

Winterized the pool bathrooms and concession stand

Filled antifreeze jugs

Winterized MT, Pleasant and East End

October 29 2024

Checked parks

Went to the Staff meeting

Took speakers to the Gunter for the parade

Filled antifreeze jugs

Winterized Hoffman park

October 30 2024

Checked parks

Put the speakers away after the parade

Cleaned up the hay and cornstalks at the City Place

Took cabinets out at City Place and installed a food warmer

Had Finan Center people stain the gazebo at City Place

Took scaffolding to City Place for snow flakes

October 31 2024

Checked parks

Cut dead trees down at Hoffman park

Pulled dead deer out of Cotton Pond

Cut dead trees at Glendening



# CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: October 2024

Submitted by: Shane Elliott & Ryan Whitaker

October 1, 2024 – Tuesday

- Picked up garbage route on west end of town
- Changed oil and filters in several work trucks
- Removed litter on Main Street
- Checked all CSO locations and made a report
- Marked miss utility tickets and checked them in on computer
- Attended staff meeting at City Hall
- Checked on a few water runoff complaints around town
- Picked up parts from Carquest
- Swept up oil dry in garage bays after oil changes on Work Trucks
- Checked all sewer pumping stations
- Organized and cleaned up manhole and catch basin inventory
- Picked up storm debris from roadway on Bowery St.
- Checked and cleaned off catch basins where needed

October 2, 2024 – Wednesday

- Picked up garbage route on east end of town
- Ran sewer camera in sewer service line & main line on Main Street
- Checked all sewer pumping stations
- Removed litter on Main Street, Water and Broadway
- Marked miss utility tickets and checked them in on computer
- Put Napa delivery away
- Straightened a few bent sign posts around town
- Replaced catch basin grate and poured new concrete around vault in new daycare parking area
- Changed numbers on sewer overflow sites where needed
- Ran sewer camera to inspect sewer service on Jenkins Street
- Washed off sewer camera equipment after use
- Removed dead animal on Braddock Road due to complaint
- Washed off all concrete tools after use
- Coned off work area and prepped for blacktopping

October 3, 2024 – Thursday

- Picked up garbage route in center section of town
- Sprayed blacktop truck bed with concentrate
- Cleaned off blacktop tools and filled roller
- Removed litter off Main Street
- Cleaned up debris in roadway on Charles Street due to vehicle accident
- Installed new blacktop curb on Aspinal Street
- Checked all sewer pumping stations
- Blacktopped around new catch basin grate in day care parking lot
- Marked miss utility tickets and checked them in on computer
- Blacktopped water dept. patch on Mill Street
- Removed dead animal in roadway on East Main Street
- Filled jetter truck water tank and checked other fluids
- Picked up street cones from work area at day care center
- Installed more information stickers on meter heads
- Picked up mail and supplies at city hall
- Checked on sewer gas smell on Mechanic Street and found no issues
- Worked over jetting out clogged sewer line on State Street

October 4, 2024 – Friday

- Checked and emptied city trash cans where needed on Main Street
- Picked up packages that had been delivered to MDE
- Marked miss utility tickets and checked them in on computer
- Picked up litter on Main Street
- Cut grass and weed eat several locations around town where needed
- Filled jetter truck water tank and checked other fluids
- Checked all sewer pumping stations
- Swept out all garage bays and emptied shop trash cans
- Cleaned rest room and lunch room
- Ran sewer camera in sewer main just off Centennial Street
- Put away mirror and sign order that had been delivered
- Cleaned out exhaust vents on heating system in garage area & tested system
- Replaced vent screens and clamps on exhaust outlets
- Washed off sewer camera equipment after use
- Adjusted door hinges on lower storage shed
- Checked water runoff complaint on Delano Avenue

**P.3**

October 5, 2024 – Saturday

October 6, 2024 – Sunday

October 7, 2024 – Monday

- Checked and emptied city trash cans where needed on Main Street
- Picked up yard waste all over town
- Checked all sewer pumping stations – Ran weekly tests
- Used wheel loader to push up millings pile at Rec. Complex
- Marked several miss utility tickets and checked them in on computer
- Removed litter on Main Street, Water and Broadway
- Checked on sewer complaint on Maple Street
- Ran sewer camera on Main Street to locate sewer tap
- Set up detour signs and stands on Main Street
- Ran jetter truck in two different locations due to sewer issues
- Used sewer push camera to locate clog in sewer service tap on Mt Vernon Street
- Washed off all sewer camera equipment after use
- Picked up a few yard waste locations that was missed during route
- Refilled water tank and other fluids in jetter truck
- Took down and removed detour signs and stands after work completion

October 8, 2024 – Tuesday

- Picked up garbage route on west end of town
- Checked on curbing complaint on Centennial Street
- Picked up supplies from Lowes Home Center
- Built new forms for a concrete pour
- Marked miss utility tickets and checked them in on computer
- Pour new concrete side walk at sewer repair site on Main Street
- Checked all sewer pumping stations
- Installed new meter stickers where missing
- Removed litter on Main Street
- Trimmed a few alleyways due to overhanging vegetation
- Marked emergency miss utility contractor
- Set out traffic cones and cross bars around concrete pour
- Cleaned off all concrete tools after use
- Dye tested sewer line on Mt Vernon Street and Washington Street
- Took invoices to be paid to city hall

**P.4**

October 9, 2024 – Wednesday

- Picked up garbage route on east end of town
- Checked all sewer pumping stations
- Removed concrete forms and sealed concrete with sealer
- Finished installing meter stickers where needed
- Removed litter on Main Street
- Marked miss utility tickets and checked them in on computer
- Set out safety cones for contractor on Main Street for blacktop patching
- Picked up safety cones and cross bars from previous job
- Added enzymes to Victoria Lane pumping station
- Installed a few no parking signs around town
- Ran sewer camera to locate service lines
- Trimmed tree away from street signs around town where needed
- Removed dead animal in roadway on Braddock Road
- Washed of sewer camera equipment after use
- Picked up street cones after paving project was complete

October 10, 2024 – Thursday

- Picked up garbage route in center section of town
- Checked all sewer pumping stations
- Ran jetter truck in clogged storm line on Green Street
- Cleaned up glass and debris in roadway on Wood Street
- Ran sewer camera in a storm line just off Grant Street
- Had special garbage pick up on Maple Street
- Removed litter on Main Street
- Trimmed more tree limbs overhanging street signs
- Ran camera in sewer service line to check for any issues
- Checked on a water run off complaint
- Marked miss utility tickets and checked them in on computer
- Removed dead animal in roadway on Paul Street
- Used vac truck to clean several catch basins where needed
- Refilled jetter truck and checked other fluids
- Washed off all sewer camera equipment after use
- Checked on water shut off complaint and contacted water dept
- Replaced faded out street sign on Frost Avenue

## P.5

October 11, 2024 – Friday

- Ran sewer camera in sewer main and service line in Braddock Estates

- Emptied all city trash cans on Main Street where needed
- Cut grass around the new parking lot off Mechanic Street
- Took more invoices to be paid to city hall
- Cleaned out potholes in water dept. parking lot in preparation of blacktop
- Removed litter on Main Street
- Tar sealed cracks in roadway on James Court and around the catch basin at the new daycare
- Checked all sewer pumping stations and added degreaser to all wet wells
- Trimmed trees overhanging roadway on Delano Avenue
- Marked miss utility tickets and checked them in on computer
- Washed off sewer camera equipment after use
- Cleaned rest room, lunch room and swept out garage bays
- Used milling machine to groove roadway for a water diverter

October 12, 2024 – Saturday

October 13, 2024 – Sunday

October 14, 2024 – Monday

- Filled roller and cleaned off blacktop tools
- Checked and emptied city trash cans where needed
- Patched potholes in water dept. parking lot
- Marked Miss Utility tickets and checked them in on computer
- Removed debris in roadways due to windy conditions
- Straightened a damaged sign post
- Installed blacktop apron on Centennial Street due to driveway complaint
- Removed litter and glass off Main Street
- Used jetter truck to open clogged sewer line on First Street
- Built a blacktop water diverter in rear of water dept.
- Ran jetter in clogged sewer line on Broadway
- Refilled jetter water tank and checked other fluids after use
- Checked all sewer pumping stations – ran weekly tests on all systems
- Sprayed bed of blacktop truck with concentrate and removed tar from latches
- Cut up and removed big tree limb in roadway on Locust Street

## P.6

October 15, 2024 – Tuesday

- Picked up garbage route on west end of town
- Checked on catch basin grate complaint on Braddock Road

- Removed litter on Main Street
- Checked a few complaints around town with the Director
- Installed plows on plow trucks
- Unpackages tire chains and added quick links for faster installation
- Attended staff meeting at city hall
- Marked miss utility tickets and checked them in on computer
- Installed spreader boxes on plow trucks and one ton dump trucks
- Checked all sewer pumping stations
- Straightened stone wall at the bottom of Mt Vernon Street
- Ran sewer camera and marked service line and any obstructions
- Installed tire chains on main plow trucks
- Changed a few hydraulic fittings where needed on plow equipment
- Looked over sewer issues and discussed repairs with contractor
- Washed off sewer camera equipment after use

October 16, 2024 – Wednesday

- Picked up garbage route on east end of town
- Cleaned debris off several catch basins around town
- Removed litter on Mian Street
- Turned in some bills to be paid to city hall
- Checked all sewer pumping stations
- Replaced a sewer clean out cap on Broadway
- Marked Miss Utility tickets and checked them in on computer
- Worked on hydraulic issues on wheel loader
- Cleaned out curb inlets where needed
- Picked up parts from Frostburg Carquest
- Installed new plow markers on Boss v plow
- Cleaned and organized tools in Work Trucks
- Spread oil dry to clean up oil spill in garage area
- Adjusted lift chain on Truck 4 snow plow
- Quoted new tires for Backhoe and Truck 350

## P.7

October 17, 2024 – Thursday

- Picked up garbage route in center section of town
- Installed new light wiring pigtail on Truck 5
- Removed litter on Main Street
- Checked all sewer pumping stations



- Marked miss utility tickets and checked them in on computer
- Picked up more parts from Carquest
- Uncovered a buried manhole discovered by Water Dept.
- Fabricated salt spreader tray lock on Truck 5
- Trimmed tree limbs away from street signs
- Straightened and resecured sign post on College Ave.
- Cut and trimmed grass in front of Garage
- Took measurements for blacktop patching Water Department holes
- Marked and took measurements on storm lines on South Water St.
- Installed several manhole protector rings in the center section of town
- Removed dead animal from College Ave.
- Added air to tires that were low on Truck 02
- Cleared debris blocking storm inlets on Depot St.

October 18, 2024 – Friday

- Straightened up safety gear and other items in locker room
- Investigated sewer complaint on S Grant St.
- Marked miss utility tickets and checked them in on computer
- Removed litter on Main Street
- Patched hole with cold patch on Armstrong Ave. and Aspinal Alley
- Cleaned out beds of all work trucks
- Removed stone debris on Uhl St.
- Vacuumed lunch room and all carpet mats
- Checked all sewer pumping stations
- Ran sewer push camera in sewer line on Grant St.
- Picked up trash that was dumped in roadway on Water and Mechanic St.
- Checked and emptied city trash cans where needed on Main Street
- Installed manhole protector ring on Center St.
- Replaced corroded sewer cleanout cap on Grant St.
- Met at new CSO location to go over drainage pipe issue
- Picked up a dead animal on Welsh Hill
- Replaced street name signs on Hill Top and Preston Pl.
- Cleaned off all blacktop tools for blacktop patching on Monday

## P.8

October 19, 2024 – Saturday

October 20, 2024 – Sunday

October 21, 2024 – Monday

- Picked up yard waste all over town
- Had salt dome progress meeting in office area
- Removed litter on Main Street, Bowery and Center Street
- Had rigging installed on work truck at Shoes Diesel
- Checked all sewer pumping stations - Ran weekly tests
- Installed flint material around several manholes where needed
- Ran sewer camera in several locations
- Marked miss utility tickets and checked them in on computer
- Took one-ton dump truck to Donald Rice to have tires installed
- Picked up bags of trash around town due to special weekend cleanup
- Adjusted bed rack on truck #88
- Checked and emptied city trash cans where needed on Main Street
- Ordered ash dumpster to be set this week
- Washed off all sewer camera equipment after use
- Removed dead animal in roadway due to complaint

October 22, 2024 – Tuesday

- Picked up garbage route on west end of town
- Cleaned off blacktop tools and filled roller
- Ran sewer camera to locate sewer tap with locator
- Installed new tar strip protector around water stop on Centennial St.
- Removed litter on Main Street
- Picked up one ton dump from Donald Rice Tire Shop
- Marked miss utility tickets and checked them in on computer
- Blacktopped several water dept. water repair sites on Braddock Road
- Checked all sewer pumping stations
- Straightened stop sign post on Victoria Lane
- Removed dead animal in roadway on Water Street
- Picked up supplies at Frostburg Carquest
- Checked on catch basin complaint on James Court
- Installed new wipers on truck #88
- Washed off camera equipment after use

## P.9

October 23, 2024 – Wednesday

- Picked up garbage route on east end of town
- Used jetter to clean out storm line for inspection
- Checked all sewer pumping stations
- Looked over several proposed Christmas trees
- Picked up litter on Main Street
- Ran sewer camera to inspect storm line on Water Street

- Marked miss utility tickets and checked them in on computer
- Picked up bills from city hall
- Cut roadway around catch basin to start the rebuilding process
- Washed off camera equipment after use
- Pulled sewer pump and set replacement pump at Hoffman Pumping station
- Used tar machine to seal around water dept. repair sites
- Cleaned up debris in roadway on Victoria Lane at Main Street
- Sealed cracks in roadways with tar machine where visible
- Filled jetter truck water tank and checked other fluids after use
- Replaced a broken catch basin grate due to complaint
- Measured water hole repair site in preparations of blacktopping

October 24, 2024 – Thursday

- Picked up garbage route in center section of town
- Built new concrete forms in catch basin on Broadway
- Cleaned off blacktop tools and filled rolled
- Patched potholes in Pearson Street Alleyway
- Ran jetter in sewer main on Park Lane
- Checked all sewer pumping stations
- Blacktopped water dept. repair site on Green Street
- Picked up litter on Main Street
- Checked on a few more Christmas tree prospects
- Marked miss utility tickets and checked them in on computer
- Picked up supplies from Lowes Home Center
- Ran sewer camera in several locations around FSU
- Poured new concrete walls and floor in catch basin on Broadway
- Washed off camera equipment after use
- Jetted another clogged sewer line on Broadway and ran sewer inspection camera to see any issues

## P.10

October 25, 2024 – Friday

- Checked and emptied city trash cans on Main Street before weekend
- Picked up a truck load of street trees from nursery in Union Bridge MD
- Trimmed weeds away from the Frostburg signs
- Cleaned rest room, lunch room and office area
- Swept out garage bays and emptied out shop trash cans
- Checked all sewer pumping stations
- Picked up street cones and cross bars from concrete job
- Trimmed weeds along curb line
- Removed litter off Main Street, Bowery Street and College Avenue

- Took invoices to be paid to city hall
- Unloaded truck load of street trees at C&S Landscaping
- Marked miss utility tickets and checked them in on computer
- Cleaned debris off catch basin grates around town
- Removed concrete forms from catch basin on State Street
- Took sewer pump to Fort Asby for repairs

October 26, 2024 – Saturday

October 27, 2024 – Sunday – Called out to mark emergency miss utility ticket

October 28, 2024 – Monday

- Checked and emptied city trash cans on Main Street
- Ran sewer camera in sewer line on Broadway to locate issues
- Used vacor truck to clean out catch basin on James Court
- Picked up litter on Main Street
- Investigated sewer complaint on Meadow Rd.
- Checked all sewer pumping stations – Ran weekly tests on systems
- Ran jetter truck in sewer line on Meadow Rd.
- Helped contractor replace part of the sewer main and install sewer cleanout on South Broadway
- Started the rebuilding process on a catch basin on James Court
- Picked up supplies and materials for sewer job on Broadway from PVIS
- Removed a bush and trimmed up another one on the stone wall on Main Street
- Marked miss utility tickets and checked them in on computer
- Applied seed and mulch to sewer repair site on Broadway
- Used jetter truck to water newly seeded site
- Refilled jetter truck water tank and checked other fluids after use

## P.11

October 29, 2024 – Tuesday

- Picked up garbage route on west end of town
- Trimmed low hanging tree limbs on Meadow Rd.
- Attended staff meeting at city hall
- Finished building concrete forms in catch basin
- Poured new concrete walls in catch basin on James Court
- Checked all sewer pumping stations
- Unloaded delivery from Jesco John Deere
- Marked miss utility tickets and checked them in on computer

- Coned off work area after concrete pour
- Looked over a few places to be blacktopped tomorrow
- Had a special garbage pickup on Frost Avenue
- Set out street cones and cross bars where needed for tonight
- Picked up supplies in Cumberland
- Washed off all concrete tools after use
- Replaced miss street sign on college Avenue
- Loaded up trucks with detour signs and stands for tonight's parade
- Worked Halloween Parade traffic control set up and take down

October 30, 2024 – Wednesday

- Picked up garbage route on the east end of town
- Marked an Emergency Miss Utility ticket
- Dropped off materials to contractor repairing sewer line for the city
- Met with Salt Dome contractor to go over sealant options for new concrete
- Stripped forms from newly poured catch basin
- Checked all sewer pumping stations
- Unloaded sewer camera delivery and put away
- Picked up litter on Main Street
- Dropped off backhoe wheels and had new tires installed at Rice Tire
- Marked miss utility tickets and checked them in on computer
- Poured new floor in Catch basin on State St.
- Cleaned off all concrete tools after use
- Patched a few spots in new concrete pour and removed traffic control devises
- Emptied out vactor truck and greased all fittings
- Put Napa delivery away
- Applied grass seed and mulch to sewer repair site in Braddock Estates

## P.12

October 31, 2024 – Thursday

- Picked up center section of town garbage route
- Trimmed a few tree limbs around town
- Removed broken sign post on Mechanic Street
- Cleaned off blacktop tools and filled roller
- Patched water department hole on College Avenue
- Removed litter on Main Street
- Picked up supplies from Lowes Home Center
- Checked all sewer pumping stations

- Pothole patches Centennial Street and around catch basin on James Court
- Had a special garbage pickup on Wood Street
- Picked up supplies from PVIS and Tractor Supply
- Marked miss utility tickets and checked them in on computer
- Patched a few sections of curbing where needed
- Cleaned blacktop truck bed and sprayed with concentrate
- Put plumbing supplies away in storage shed
- Started cleaning up around dump site
- Worked on troubleshooting issues with generator

## Monthly Report: Water Department

For the Month of October 2024

**Submitted by: Jim Williams, Supervisor**

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October 1, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Attended staff meeting
- Read quarterly meter readings
- Met with homeowner about pressure issue Braddock Rd.
- Flushed fire hydrant Braddock Rd.
- Repaired exhaust pipe on dump truck
- Tony attended driving school for his C.D.L.s

October 2, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled the trash away
- Reread 2-meters due to high consumption or no reading
- Assisted contractor with curb box & rod Meadow Rd.

October 3, 2024

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

- Final reading Grant St.
- Repaired meter Braddock Height's
- Seeded & mulch yard East St. due to installing new curb box & rod
- Hauled chemicals from W.T.P. to finish water building behind shop
- Tony attended driving school for his C.D.L.s

October 4, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read Monthly Master Meters
- Tony attended driving school for his C.D.L.s
- Restored Water Victoria Lane non-payment customer
- Final readings High St. & National Hwy
- Reread water meter Bobcat Ct. possible leak
- Installed new curb box & rod Jenkins St.
- Installed new hose bib @ shop

October 7, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter readings
- 3-final readings
- Assisted rec. dept. with mowing @ Glendinning

October 8, 2024

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



- Cleaned the shop
- Hauled the trash away
- Data log Hill St.
- Installed new meter Ormand St.
- Emergency locate Meshach Village
- Tony attended driving school for his C.D.L.s
- Reread 2-meters due to high usage or no reading

October 9, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Checked water meter Timber Ridge homeowner has an issue inside
- Saw cut blacktop Braddock Rd. for water repairs next week
- Assisted blacktopping crew with taking care of road repairs on Rt. 40 & Grant St.
- Tony attended driving school for his C.D.L.s

October 10, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Topsoil & mulch yard Centennial St.
- Tony attended driving school for his C.D.L.s

October 11, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Met with the homeowner W. Main St. concerning his shut off
- Assisted the street Dept. with getting our parking lot ready for blacktopping
- Tony passes his C.D.L.s class

October 14, 2024

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Read quarterly meter readings
- Reread water meter Ormand St. possible leak
- Installed new meter Depot Ter.
- Assisted street dept. with blacktopping our parking lot
- Cut the grass @ shop

October 15, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Attended stall meeting
- Cleaned the shop
- Hauled the trash away
- Met with homeowner of Candlewick Ct. concerning low water pressure everything was ok today
- Assisted the W. T. P. with installing gravel in the drying beds
- Turn water off Dog Park due to something leaking
- Final reading Mt. Pleasant St.

October 16, 2024

- Checked Pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Reread water meter Rynex Ext. Concession Stand possible leak
- Assisted with contractor Braddock Road with valves replacement
- Final reading Barnard St.

October 17, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Assisted with contractor Braddock Road with valves replacement
- Final readings Bowery St. & Maple St.

October 18, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Unloaded supplies from trucks from Braddock Road job
- Hauled steel plates from Braddock Rd. back to the shop
- Installed new meter Braddock Height's

October 21, 2024

- Checked pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new meters Delano St. & Talcott Ave.
- Final reading W. Main St.

October 22, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Ticket
- Reread water meter Mt. Vernon St. homeowner had a leak
- Dug out holes on Braddock Rd.
- Assisted Street Dept. with blacktopping Braddock Rd.

October 23, 2024

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

- Repaired a 3" water line Green St.
- Hauled junk dirt away from shop from water leaks
- Installed 2 new meters Shaw St.

October 24, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled the trash away
- Hauled junk dirt away from shop from water leaks
- Cut the grass on the hill behind shop
- Checked water coming into basement E. College Ave.

October 25, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Hauled chemicals from W.T.P. to finish water building
- Final reading Maple St.

October 26,2024- Repaired 8"-water main E. College Ave. with the assisted of contractor

October 28, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Frost Ave.
- Installed new window in back hoe
- Turn water off Glendinning Ballfield & East End Playground for the winter

October 29, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled the trash away
- Installed new meter Armstong Ave.
- Installed new mad flats on dump truck

October 30, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final readings Allegany St. Depot Rd., Depot St. & E. Main St.
- Emergency locate Meadow Rd.
- Hauled junk dirt away from shop from water leaks

October 31, 2024

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Dug out hole E. College Ave. for Street Dept. to be blacktop
- Final reading Pine St.
- Turn water off W. Main St. for homeowner for the winter
- Assisted the Rec. Dept. with removing dead trees Hoffman & Glendinning Ballfields

**ORDINANCE NO. 2024-05**

**AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND ENTITLED “AN ORDINANCE TO REPEAL AND REENACT WITH AMENDMENTS ARTICLE 8.2 OF THE CITY CODE, TITLED ‘PROPERTY MAINTENANCE STANDARDS’ FOR THE PURPOSES OF GENERALLY REWRITING ITS TERMS AND ADOPTING PROVISIONS PERTAINING TO UNLICENSED, DISABLED, JUNK AND WRECKED VEHICLES ON PRIVATE PROPERTY.”**

**SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG, MARYLAND** that Section 8-2 of the Frostburg City Code be and is hereby repealed and reenacted with amendments. The reenacted verbiage is set forth in the Exhibit A attached hereto.

**SECTION 2: BE IT FURTHER ORDAINED,** that this Ordinance shall take effect on the date it is passed.

Introduced: \_\_\_\_\_  
Public Hearing: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Todd Logsdon, Mayor of The City of  
Frostburg

ATTEST

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator of The  
City of Frostburg

## EXHIBIT A

### Sec. 8-2. Property maintenance standards.

- (a) *Minimum livability code adopted.* The City adopts the Maryland Minimum Livability Code, COMAR 05.02.03, et seq., as now or hereafter amended, as its standards for the maintenance of all residential, commercial, and institutional properties within the City, subject to the deletions, insertions and additions set forth hereinafter. The Maryland Minimum Livability Code incorporates the 2012 edition of the International Property Maintenance Code (IPMC), subject to the modifications set forth therein. The deletions, insertions and additions set forth hereinafter pertain specifically to the 2012 edition of the IPMC. In the event subsequent editions of the IPMC are adopted as the Maryland Minimum Livability Code, those deletions, insertions and additions shall continue to apply.
- (b) *Deletions from IPMC.* The following sections of the IPMC are deleted:
- (1) Section 111 (Means of Appeal); and
  - (2) Section 302 (Exterior Property Areas) with the exception of Section 302.4 (Weeds), 302.5 (Rodent harborage), 302.6 (Exhaust vents), 302.7 (Accessory structures), 302.8 (Motor vehicles) and 302.9 (Defacement of property)
- (c) *Revisions to IPMC.* The following sections of the IPMC are revised by inserting the language set forth below at the insertion points set forth in the applicable sections:
- (1) Section 101.1. Insert: City.
  - (2) Section 103.5. Insert: Refer to the fee schedule established by the City.
  - (3) Section 112.4. Insert: \$250.00 at the first insertion point and \$500.00 at the second insertion point.
  - (4) Section 302.4. Insert: "12 inches" at the insertion point.
  - (5) Section 304.14. Insert: May 15 to September 15.
  - (6) Section 602.3. Insert: October 1 to May 1.
  - (7) Section 602.4. Insert: October 1 to May 1.
- (d) *Definitions.* For the purposes of this section 8-2, the following definitions shall apply:

*Car cover* means a cover that is specifically manufactured and commercially retailed for the purpose of covering a vehicle. This cover can be a cover designed for the specific vehicle or type of vehicle, or may be designed for a generic vehicle. The cover must be completely opaque, conceal the vehicle entirely, and be securely fastened at all times. Generic tarps are not a permitted car cover.

*Disabled vehicle* means a motor vehicle that is incapable of moving under its own power.

*Junk vehicle* means a motor vehicle that does not have lawfully affixed thereto both an unexpired registration plate or plates and a current motor vehicle safety inspection certificate and the condition of which is wrecked, disabled, dismantled, partially dismantled, inoperative, abandoned, or discarded.

*Motor vehicle or vehicle* shall have the same meaning as that set forth in section 11-135 of the Transportation Article of the Maryland Annotated Code, as amended from time to time, which currently defines *motor vehicle* as follows:

- (a) (1) Motor vehicle means, except as provided in subsection (b) of this section, a vehicle that:

- (i) Is self-propelled or propelled by electric power obtained from overhead electrical wires; and
- (ii) Is not operated on rails.
- (2) Motor vehicle includes a low speed vehicle.
- (b) Motor vehicle does not include:
  - (1) A moped, as defined in 11-134.1 of this subtitle;
  - (2) A motor scooter, as defined in 11-134.5 of this subtitle;
  - (3) An electric bicycle, as defined in 11-117.1 of this subtitle;
  - (4) An electric low speed scooter, as defined in 11-117.2 of this subtitle; or
  - (5) A personal delivery device, as defined in 21-104.5 of this article.

*Person* means a person, firm, partnership, association, corporation, company, or organization of any kind.

*Private property* means any real property within the City which is privately-owned and which is not public property as defined in this section.

*Public property* means any street or highway that shall include the entire width between the boundary lines of every way publicly maintained for the purposes of vehicular travel and shall also mean any other publicly owned property or facility.

*Registered owner, actual owner or owner* means “owner” as that term is defined in Section 11-143 of the Transportation Article of the Annotated Code of Maryland, as amended from time to time, which currently defines *owner* as follows:

- (1) . . . a person who has the property in or title to the vehicle;
- (2) Includes a person who, subject to a security interest in another person, is entitled to the use and possession of the vehicle;
- (3) Does not include a lessee under a lease not intended as security; and
- (4) Includes a lessee under a lease intended as a security.

*Unlicensed vehicle* means a vehicle (i) that is not registered in the State of Maryland or any other state, (ii) that does not have a current registration sticker or other proof of registration on the exterior of the vehicle, and/or (iii) that does not display legally required license plates.

*Wrecked vehicle* means a vehicle that is damaged to the extent that the cost of repairing it would be more than its market value in its damaged condition.

- (e) *Additional standards and provisions.* The following standards and provisions shall apply in addition to those set forth in the IPMC. They shall be interpreted consistently with the IPMC.
  - (1) *Trees, shrubs.* It shall be unlawful to allow the limbs or branches of any tree, shrub or other vegetation to grow or hang onto any public right-of-way so as to restrict the flow or obstruct the visibility of traffic.
    - (a) *Dangerous trees.* All premises within the City shall be maintained free of any dead, diseased, infested, or dying trees that constitutes a danger to street trees, streets, alleys, or sidewalks.
    - (b) *Obscured public facilities.* All premises within the city shall be maintained free of any object blocking, vine or climbing plants growing into, onto, or over any street, tree growing within a public right-of-way or any public hydrant, utility meter, pole, street light, utility device, street sign, or public facility or device; or the existence of any uncontrolled, uncultivated, or untended shrub, vine, or plant growing on, around, or nearby any hydrant, standpipe, sprinkler system connection, or any other appliance or facility provided for fire protection purposes in such a way as to obscure the view thereof or impair the access thereto.
  - (2) *Used appliances.* No operative or inoperative appliances or appliance parts shall be left on open or unscreened porches, landings or in yard areas.



- (3) *Open Storage of materials and furnishings.*
- (a) *Furniture.* Only furniture specifically designed and manufactured for outdoor use may be situated and maintained upon open or unscreened porches, landings and yards. No upholstered furniture, designed and manufactured for indoor use, including mattresses, shall be placed, situated or allowed to remain upon open or unscreened porches, landings or in the surrounding yards.
  - (b) *Other materials and furnishings.* No person shall openly store or keep any equipment, materials, or furnishings; or any item that creates an unsightly condition or one that promotes urban blight or public nuisance. This may include, but is not limited to: auto parts, tires, shopping carts, or building and construction materials. Exception: Building materials neatly stacked and stored for no less than sixty (60) days for a construction project permitted within the City. The material must be weather protected, shall not be placed within property setbacks, or placed in such a manner that would create a danger to property, health, and/or safety.
  - (c) *Outdoor wood storage.* Outdoor wood and firewood shall be neatly stacked not to exceed six (6) feet in height, shall be adequately supported so as not to pose a hazard to person or property, and shall not be placed in any setback or other restricted area on the property in which it is being stored.
- (4) *Motor vehicles.*
- (a) *Unlicensed motor vehicles.* Except as provided for in or authorized by other regulations, no disabled vehicle or unlicensed vehicle may be parked, kept, or stored on any premises
  - (b) *Repair/disassembly of motor vehicles.* Motor vehicles in a major state of disassembly, disrepair, or which are being stripped, dismantled, repaired or overhauled, including body work, may not be parked, kept, or stored at any premises unless they are parked, kept or stored inside a structure or similarly enclosed area designed and approved for such purposes or unless it is stored outside of a building or structure if such storage is permitted by applicable law and the owner has procured any required licenses, permits or other authorizations.
  - (c) *Disabled, junk & wrecked vehicles.* Except as provided for in or authorized by other regulations, disabled vehicles, junk vehicles, and wrecked vehicles may not be parked, kept, or stored at any premises unless they are parked, kept or stored inside a structure or similarly enclosed area designed and approved for such purposes.
  - (d) *Painting.* Painting of motor vehicles is prohibited unless conducted inside an approved spray booth.
  - (e) *Car cover requirement.* Except as provided for in or authorized by other regulations, motor vehicles kept, stored or parked outside may be covered by a car cover. Any other covers are prohibited.
  - (f) *Responsibility for compliance.* The registered owner, actual owner, or lessee of a motor vehicle, the owner of the private property where the motor vehicle is stored, or the lessee or other person in possession of any private property upon which any such motor vehicle is located shall be responsible for complying with the terms of this subsection (4).
- (5) *Municipal infraction.* Any person who violates the provisions of this section shall be guilty of a municipal infraction and shall be subject to the penalties provided in this Code.

**RESOLUTION 2024-67**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND APPROVING CHANGE ORDERS NO. 3 & 4 TO THE CONTRACT WITH BRADDOCK CONSTRUCTION, LLC FOR THE CONSTRUCTION OF THE CSO ELIMINATION PHASE X-A GEORGES CREEK PROJECT**

**WHEREAS**, the City of Frostburg has undertaken a 20 year, over \$25 million commitment to eliminate Combined Sewer Overflows (CSO’s); and

**WHEREAS**, the City has made determinations that Change Orders are needed for the project and were brought forward in an order different from that in which they were completed; and,

**NOW, THEREFORE BE IT RESOLVED** that the Frostburg Mayor and City Council do hereby renumber Change Orders 3 and 4 as approved to Change Orders 1 and 2 to the contract with Braddock Construction, LLC for the CSO Elimination Phase X-A Georges Creek Project as requested by Maryland Department of the Environment, the funding agency.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-68**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING AN AMENDMENT TO THE FISCAL YEAR 2023/24 SCHEDULE OF FEES TO AMEND FEES AND PENALTIES ASSOCIATED WITH WATER SHUT-OFFS.**

**WHEREAS,** The Mayor and Council of the City of Frostburg need to adjust fees and rates from time to time; and,

**WHEREAS,** The Mayor and Council have previously amended the City Code regarding water shut-offs and now desire to amend the fee schedule to eliminate the penalty for notification of water shut off and eliminate the water reconnection fee (during normal work hours), and add a flat rate water shut-off penalty of \$48.00, and change the water reconnection fee (after normal Water Department Hours) from \$75 to \$80.

**NOW, THEREFORE BE IT RESOLVED,** the Frostburg Mayor & City Council do hereby approve an amendment to the Fiscal 2024/25 Schedule of Fees attached hereto.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025

**REAL ESTATE TAXES:** \$0.70 per \$100 of Assessed Value

The interest rate on real estate taxes is 1.5% per month after the due date.

**TRAILER/MOBILE HOME TAXES:** \$5.00 per lot per month on each occupied mobile home lot; taxes are payable monthly by the landowner

**PERSONAL PROPERTY TAXES:** \$1.50 per \$100 of Assessed Value

Personal property taxes are assessed and billed monthly throughout the fiscal year by the City as assessment certifications are received from the State Department of Assessments and Taxation. The due date for personal property taxes is not less than 30 days after the billing date. The interest rate on personal property tax is 1.5% and is added monthly to any delinquent amount due.

**WATER SHUT OFF PENALTY:** .....\$48

**AFTER HOURS WATER RECONNECTION FEE:** .....\$80

**SUPPLEMENTAL WATER METER READINGS**.....\$10.00

**INSUFFICIENT FUND (CHECK OR ACH) CHARGES**

First Offense .....\$30.00  
Second and Continuing Offense .....\$50.00

**REBILLING FEES**

Administrative fee .....\$10.00 per billing  
Interest..... 1½ % per month on unpaid balance

**ELECTRONIC PAYMENT PROCESSING FEES (For payments processed in person at the Municipal Center at 37 Broadway and online tax payments and utility payments)**

Credit Cards..... 2.95% of the total transaction amount  
E-Checks (Remitted via the City’s website)..... Transaction fee is paid by the City

**ELECTRONIC PAYMENT PROCESSING FEES (Permit and rental licensing online payments only)**

Credit or debit card .....3.25% of the total transaction amount (\$2.00 minimum)

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025**

**ELECTRONIC PAYMENT PROCESSING FEES (Debit or credit card payments through Square only)**

Card presented in person and entered electronically .....	3.5%
Card presented by phone or entered manually .....	4.5%

**WATER RATES**

WATER CONSUMPTION	<u>IN CITY CUSTOMERS</u>
0 – 50,000 gallons per billing.....	<b>\$6.21/1,000 gallons</b>
50,001 gallons per billing and over.....	<b>\$11.88 /1,000 gallons</b>

Based on an evaluation of water consumption on an annual basis in February each year, in-city customers who typically consume an average of 1,000,000 gallons per month over a 12 month period are billed for water consumption as follows:

0 – 500,000 gallons per billing.....	<b>\$6.21/1,000 gallons</b>
500,001 gallons per billing and over.....	<b>\$11.88/1,000 gallons</b>

WATER CONSUMPTION	<u>INDIVIDUAL CUSTOMER ACCOUNTS OUTSIDE CITY</u>
0 – 50,000 gallons per billing.....	<b>\$9.32/1,000 gallons</b>
50,001 gallons per billing and over.....	<b>\$17.82/1,000 gallons</b>

BULK DELIVERY TO ALLEGANY COUNTY

All water consumption.....	<b>\$3.97/1,000 gallons</b>
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**SEWER RATES**

Billed based on water consumption	<u>ALL CUSTOMERS</u>
0 – 50,000 gallons per billing.....	<b>\$11.80/1,000 gallons</b>
50,001 gallons per billing and over.....	<b>\$15.25/1,000 gallons</b>

**WATER SURCHARGE**

Surcharge per unit or equivalent	
In-City Frostburg customers .....	\$8.30/month or \$24.90/quarter
Out of City customers .....	\$8.30/month or \$24.90/quarter
County customers except Eckhart.....	\$8.30/month or \$24.90/quarter
County customers - Eckhart.....	\$2.96/month or \$8.88/quarter

**CSO (Combined Sewer Overflow) SURCHARGE**

Surcharge per unit or equivalent .....	\$7.00/month or \$21.00/quarter
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**GARBAGE RATES**

Residential customers.....	\$16.00/month or \$48.00/quarter per unit
Recycling credit (requires enrollment with Burgmeier’s Hauling) .....	\$9.00 per quarter

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025**

**Special Garbage Charges**

A special garbage collection can be scheduled for a prepaid fee of \$75 per load.

An excess trash charge of \$75 will be assessed to the property owner for each load over the first pick-up truck sized load during bulk pick-up.

**SALE OF BULK WATER** – \$100 is due with the Application for Bulk Water. Upon approval by the Director of Public Works, water is billed at \$10 per 1,000 gallons and payable within 30 days. Written documentation of water usage must be provided by the approved user.

**WATER CONNECTIONS**

Fee applicable to in-city and out-of-city connections – credits applicable to in-city connections only

Tap Size	Tap & Connection Fee	less applicable connection credit	New Connection Credit (new tap is made to line by City Water Dept.)	Residential Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. subdivisions))	Commercial Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. new shopping center))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure for sprinkler system)
3/4"	\$1,500.00		-	\$1,000.00	\$1,000.00	\$600.00
1"	\$1,800.00		-	\$1,200.00	\$1,200.00	\$800.00
1 1/2"	\$3,000.00		-	\$2,000.00	\$2,000.00	\$1,500.00
2"	\$4,500.00		-	\$2,500.00	\$2,500.00	\$2,500.00
4"	\$6,000.00		-	n/a	\$3,000.00	\$3,000.00
6"	\$9,000.00		-	n/a	\$4,500.00	\$4,500.00
8"	\$12,000.00		-	n/a	\$6,000.00	\$6,000.00

Taps 10" and larger will be priced by City Engineer

**SEWER CONNECTIONS**

Use Type	Tap & Connection Fee	less applicable connection credit	New Connection Credit (new tap is made to line by City Street Dept.)	Existing Tap Credit (issued if tap is pre-existing (e.g. subdivisions))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure(s))	
Single Family Residential (including townhouse & twin family where each unit is on a fee-simple lot)	\$2,000.00		\$	-	\$1,500.00	\$500.00
Two-family & Multi-family *	\$2,500.00		\$	-	\$2,000.00	\$500.00
Commercial *	\$3,000.00		\$	-	\$2,500.00	\$500.00

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025**

\* Fee may be higher if actual costs incurred are greater

**WATER METER FEES complete with 1 check valve and 1 coupling**

<i>Meter size</i>	<i>Meter + Registry</i>	<i>Additional Coupling</i>	<i>Additional Check Valve</i>
Water meter bottom	\$25.00	-	-
≤ 3/4"	\$450.00	\$25.00	\$125.00
1"	\$900.00	\$30.00	\$225.00
1 1/2"	\$1,000.00	\$85.00	Supplier cost plus 10%
2"	\$1,200.00	\$110.00	Supplier cost plus 10%
<i>Meters larger than 2" shall be priced by City Engineer</i>			
Water meter registry only	\$225.00		
Water meter excluding registry	"Meter + Registry" fee above less \$225.00		

**EXTENDED SEWER & WATER TAPS: RESIDENTIAL/COMMERCIAL**

Note: This extended sewer and water tap charge applies to new building and/or conversion building and shall be assessed at the time the building permit is issued.

Add \$0.00 for each additional unit over 1 ..... \$0.00 each (water)

**LAND USE AND BUILDING PERMIT FEES**

*Call City Hall for the number of inspections required as they vary by project. The inspection fee is based on use type.*

Residential Permit Fees

Single Family .....	\$75.00
Twin Dwelling/ Two-Family.....	\$100.00
Renovation (Structural Changes).....	\$25.00
Single and Two-Family Sprinkler Rebate .....	\$500.00

After the Use & Occupancy Permit has been issued by the City following the construction of a new single or two-family home with a sprinkler system (required by State Law), a rebate will be issued to the property owner.

Residential Inspection Fees

Inspections .....	\$75.00 per inspection
Electric Service	
100-200 amp .....	\$100.00 per service

CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025

400 amp .....\$125.00 per service  
Plan Review (non-refundable)..... \$100.00 per hour

Commercial and Multi-Family Permit Fees

Multi-Family Housing..... \$50.00 per unit  
Commercial..... \$100.00 plus \$0.05 per square foot  
Renovation (Structural Changes) ..... \$25.00

Commercial and Multi-Family Housing Inspection Fees

Multi-Family ..... \$75.00 per inspection plus cost of electric service  
Plan Review (non-refundable)..... \$125.00 per hour

Commercial (retail, assembly, restaurant and similar spaces)  
First 5,000 square feet..... \$0.75 per square foot  
Additional square footage ..... \$0.25 per square foot

Commercial Kitchen – Additional \$0.20 per square foot for the entire area including dining.

Office Space ..... \$0.50 per square foot

Hotel .....\$300 per room for first 20 rooms  
Additional rooms ..... \$100.00 per room

Electric Service

100-200 amp .....\$90.00 per service  
400 amp ..... starting at \$125.00 per service  
600 amp ..... \$350.00 per service  
800 amp ..... \$600.00 per service  
1000 amp ..... \$800.00 per service  
Transfer Switch - \$25 in addition to service cost

Commercial re-inspections are minimum of \$95.00 per trip.

Other occupancies, change of occupancy, and remodel prices are determined by the inspector.

Residential and Commercial Accessory Structures and Additions (sq. ft. based on total floor area)

<300 square feet..... \$10.00  
300-899 square feet..... \$40.00  
>900 square feet..... \$75.00  
Fences/Swimming Pools..... \$25.00  
Retaining walls >30" in height ..... \$25.00



**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025**

Residential and Light Commercial Photovoltaic Inspection

First 5,000 KWA.....	\$175.00
Price per additional KWA, up to 1 megawatt .....	\$25.00
Battery .....	\$50.00
Plan Review .....	\$80.00
Site visit in Lieu of Engineer for Structural Assessment.....	\$75.00
Car charger .....	\$50.00

Energy/Telecom Structure (per new structure)..... \$50.00  
*Plan review, inspections, and/or grading permit may be required depending on project*

Demolition Permit & Inspection Fees

Demolition .....	\$25.00
Demolition of Structure damaged by fire or other natural disaster, or listed on the Code Enforcement Blighted Property List .....	\$0.00
Inspections (typically 2).....	\$75.00 per inspection

**Emergency or re-inspections if work is not ready for inspection ..... \$50.00**

Grading

*If an Allegany Soil Conservation District review is required, ASCD will charge fees based on the official ASCD fee schedule, in addition to, or in lieu of, City of Frostburg fees.*

Forest Harvest .....	\$25.00
Minor/Standard Plan .....	\$25.00
Major Plan.....	\$100.00
Street Entrance .....	\$25.00
Stormwater Facility .....	\$100.00

Sign Permits (See City Zoning Ordinance § 7 for Signs requiring a Permit)

*Sign area is determined per the City Zoning Ordinance § 7*

Replacement of lettering or light panel on existing sign structure .....	\$0.00
Directional, instructional, or “wayfinding” sign .....	\$0.00
Less than 25 square feet.....	\$30.00
25 to 60 square feet .....	\$45.00
61 to 180 square feet .....	\$75.00

CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025

Greater than 180 square feet ..... \$150.00  
Electronic Messaging Centers (EMCs) .....permit fee based on size + \$100.00

Other Permit Fees

Open Cut Permit ..... \$25.00  
Zoning Certification ..... \$0.00  
Home Occupation Permit ..... \$25.00  
Residential Occupancy Permit ..... \$0.00  
Commercial Use and Occupancy Permit..... \$25.00

Solicitor Permits

Door to Door (effective for one year from date of issuance) ..... \$25.00  
Short-Term Mobile/Temporary Business Unit..... \$50.00  
Seasonal Mobile/Temporary Business Unit..... \$75.00  
Long-Term Mobile/Temporary Business Unit ..... \$150.00  
One-Time Special Event ..... \$0.00

Subdivision Review

Consultation Meeting ..... \$0.00  
Formal Application (water/sewer/public road available at site) ..... \$200.00  
Formal Application (review of off-site infrastructure extension included)..... \$400.00

Board of Zoning Appeals

Special Exception ..... \$250.00  
Variance..... \$250.00  
Administrative Error ..... \$150.00

Re-Zoning Request

Zoning Map Error or Map Change..... \$100.00

**MISCELLANEOUS PERMIT FEES**

Special Event..... TBD per Article VI, Section 4 of the City Code  
Photographer ..... \$25.00  
Transfer of Permit ..... \$1.00  
Burning Permit ..... \$0.00  
Chicken License..... \$30.00

**POLICE DEPARTMENT**

Parking Violations  
Meter ..... \$15.00  
Handicap Only..... \$50.00

CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025

Fire Hydrant Violations .....	\$50.00
All Others .....	\$30.00

Second offense or continuing violations may be doubled.

Late Fee: A fee of \$5 is added when parking tickets are delinquent. Thirty days after delinquency, a ticket may be flagged with MVA and the original fine will be doubled.

Vehicles may be towed if they have accumulated three or more unpaid violations thirty (30) days after the issuance of first violation.

**POLICE DEPARTMENT** (continued)

Parking Permits (City Place lot)

The permit fee is \$40.00 per month or \$400.00 for an annual permit which is purchased in advance.

Parking Permits (all other City parking lots)

The permit fee is \$20.00 per month or \$200.00 for an annual permit which is purchased in advance.

Copies .....	\$10.00
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**RENTAL HOUSING REGISTRATION & INSPECTION**

Initial Rental Registration

Registration per unit, prior to occupancy.....	\$40.00
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Rental Registration Renewal

Annual Registration per unit, by February 1.....	\$40.00
Annual Registration per unit, by March 1.....	\$50.00
Annual Registration per unit, by April 1.....	\$100.00
Annual Registration per unit, after April 1.....	\$40.00 + \$250 citation

Rental units will forfeit any "grandfathering" if not registered and fees paid by June 1<sup>st</sup>.

Rental Housing Annual Registration Fee includes one primary rental housing inspection to occur once every three (3) years by City licensed Rental Housing Inspector.

Re-inspection Fee (if required); to be paid to the Rental Housing Inspector.....	\$25.00
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**DOCUMENTS**

Zoning Ordinance .....	\$8.00
Subdivision Regulations.....	\$5.00
Rental Housing Code.....	\$5.00
Rental Unit Verification.....	\$5.00
Comprehensive Plan.....	\$5.00
Personnel Policy .....	\$6.00
Miscellaneous copies .....	\$.10 per page
Audit reports .....	\$5.00

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025**

Transcripts ..... \$35.00 base fee plus \$5.00 for every 20 minutes of recorded speech

(Remainder of page is intentionally blank.)

**RECREATION FEES**

	<b>City Resident</b>	<b>Non-City Resident</b>	
<b>Community Center</b>	\$300.00/day \$ 40.00/hour	\$350.00/day \$ 50.00/hour	(\$150.00 Security Deposit)
<b>Preston Amphitheater</b>	\$300.00/day \$ 40.00/hour	\$350.00/day \$ 50.00/hour	(\$250.00 Security Deposit)
<b>City Place</b>			
Hall	\$300.00/day \$ 40.00/hour	\$350.00/day \$ 50.00/hour	(\$150.00 Security Deposit)
Meeting Room	\$150.00/day \$ 25.00/hour	\$175.00/day \$ 35.00/hour	
<b>Pavilion Rentals</b>	\$ 50.00/day	\$ 65.00/day	

Additional charges may apply for damages and police response as set forth in the rental agreement.

<b>Armory Gym Rental</b>	\$ 35.00/hour/month \$ 15.00/hour	\$ 50.00/hour/month \$ 20.00/hour	
	\$ 55.00/hour/month \$ 25.00/hour		
Armory Special Event	\$ 40.00/hour	\$ 50.00/hour	(\$150.00 Security Deposit)
<b>Field Rental</b>	\$ 75.00/day \$ 25.00/hour	\$ 90.00/day \$ 35.00/hour	
<b>Rec Facility Key Deposit</b>	\$40.00/key	\$40.00/key	

**Special Event Fee** (all buildings; events ending after 11:00pm) ..... \$50.00 per hour

**League Participation Fee (non-City residents)** ..... \$5.00 per person

**RECREATION FEES – DAY CAMP**

**CITY OF FROSTBURG  
SCHEDULE OF MUNICIPAL FEES  
AS AMENDED NOVEMBER 2025**

Daily Rate.....\$22.00 per child  
 Weekly Rate (5 day weeks)..... \$105.00 per child  
 Weekly Rate (3 day weeks).....\$66.00 per child

**RECREATION FEES – SWIMMING POOL**

**Daily Pool Admissions**

- Adults - \$6.00
- Children (age 5 – 17) - \$5.00
- Children (age 4 and under) – Free with a paying adult

Group Rate (15 or more ages 5 & up) - \$1.00 off each admission

Pool Passes	City Resident	Non-City Resident
Individual Season Pass	1 Pass \$ 60.00	\$ 70.00
	2 Passes \$115.00	\$135.00
	3 Passes \$165.00	\$195.00
	4 Passes \$210.00	\$250.00
	5 Passes \$250.00	\$300.00
	6 Passes \$285.00	\$345.00

Individual Season Passes can only be purchased in increments of 6 or less.

15 Swim Punch Pass:	1 for \$60.00	15 admissions ~	\$4.00/admission
	2 for \$110.00	30 admissions ~	\$3.67/admission
	3 for \$150.00	45 admissions ~	\$3.33/admission
	4 for \$180.00	60 admissions ~	\$3.00/admission

\*If purchasing 4 or more punch passes, each additional 15 swim punch pass is \$45.00 if purchased on the same day. **Punch passes are valid for individual or group entry for up to 15 admissions per pass.**

\_\_\_\_\_  
W. Robert Flanigan, Mayor

ATTEST: \_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-69**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND FORMALLY ACCEPTING THE DEED FOR PUBLIC INFRASTRUCTURE IN THE PRICHARD FARMS SUBDIVISION, PHASES 1-A-2 AND 1-A-3.**

**WHEREAS**, The developers of the Prichard Farms subdivision, constructed infrastructure for public use, including water, sewer, streets, and stormwater conveyance; and,

**WHEREAS**, the construction of the infrastructure has been completed to the satisfaction of the Director of Public Works in November 2023.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of Frostburg, Maryland, hereby accepts the deed to transfer the water and sewer infrastructure, the streets, and the stormwater collection and conveyance system in Phases 1-A-2 and 1-A-3 of the Prichard Farms subdivision, and authorizes the deed to be recorded among the land records of Allegany County, Maryland.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-70**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A REAL ESTATE TAX SET ASIDE DEVELOPMENT AGREEMENT**

**WHEREAS,** The City of Frostburg approved City Charter Amendment Resolution No. 52 to provide for amendments in the previously approved Real Estate Tax Set Aside Program; and

**WHEREAS,** The owner/developer of Prichard Farms has submitted a Real Estate Tax Set Aside Development Agreement for the development of Phase 1-A-4.

**NOW, THEREFORE BE IT RESOLVED** that the Frostburg Mayor & City Council do hereby approve the Real Estate Tax Set Aside Development Agreement with Evergreen Associates, LLC for Phase 1-A-4 of the Prichard Farms Subdivision and further authorize the Mayor to sign all necessary documents and the City Attorney to approve the form of the bond and other related documents and matters.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-71**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CERTAIN PROJECTS AND PROGRAMS TO BE IMPLEMENTED USING THE AMERICAN RESCUE PLAN ACT FUNDS.**

**WHEREAS,** The City of Frostburg has been allocated \$8.379 M through the State and Local Coronavirus Relief Funds as part of the American Rescue Plan Act; and,

**WHEREAS,** The City is to spend these funds in accordance with the Final Rule and supplementary guidelines issued by the U.S. Treasury; and,

**WHEREAS,** the Council will review projects and approve staff to proceed with project or program implementation in order to obligate the entirety of the funds by December 31, 2024.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Frostburg approves the use of American Rescue Plan Act funds for the following programs and projects, as funding permits:

- Salt Facility Change Order
- Roundabout Design
- Audit FY24
- Down Payment on Police Chevy Blazer
- General Government Projects/ Purchases, with no purchase to exceed \$25,0000
- Food Pantry Property Acquisition
- Playground Safety Surfacing, Site Amenities, etc.
- Paving at Glendening Park
- Increase allowance from \$50,000 to \$150,000 for General Public Works Projects and Equipment

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator



**RESOLUTION 2024-72**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AMENDING THE TERMS OF COMMISSIONERS FOR THE HOUSING AUTHORITY**

**WHEREAS**, The City of Frostburg, in compliance with a long-standing Agreement, is the Appointing Authority for the Board of Commissioners and Executive Staff of the Housing Authority of the City of Frostburg; and

**WHEREAS**, The Board Chair of the Housing Authority has submitted a written request for the Council to correct the expiration of the terms for 3 persons so that the terms comply with the provisions of their bylaws.

**NOW, THEREFORE BE IT RESOLVED** that the Frostburg Mayor & City Council do hereby amend the terms of the following Board of Commissioners of the Frostburg Housing Authority as follows:

- Joseph Saweikis – five-year term to expire August 2025
- Nancy Hughes – five-year term to expire August 2026
- Lesley Felton – five-year term to expire August 2027

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-73**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AUTHORIZING A ONE TIME SPECIAL GRANT AS A CITY CONTRIBUTION TO A MAIN STREET REDEVELOPMENT PROJECT FUNDED IN PART BY THE GEORGE EDWARDS FUND.**

**WHEREAS**, The City of Frostburg supports investment and redevelopment of historic structures within the community; and,

**WHEREAS**, Greenbench Companies is making a significant investment into redeveloping the former Diamond Building into modern and code compliant mixed used building on Main Street; and,

**WHEREAS**, numerous structural issues were discovered as the building was gutted, increasing overall project costs.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the City of Frostburg hereby authorize a one-time grant to Greenbench Companies in the amount of \$25,000 as the City-match to a George Edwards Fund grant, and the grant will be provided on a reimbursement basis.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-74**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AUTHORIZING THE MAYOR TO SIGN A LETTER DISMISSING VALUE DRUG FROM THE CITY’S ONGOING OPIOID COMPLAINT.**

**WHEREAS,** The City of Frostburg is party to ongoing litigation against Opioid manufacturers and other parties involved in the Opioid crisis; and,

**WHEREAS,** the City is required to take certain actions from time to time as part of the litigation.

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Frostburg authorizes the Mayor to sign a letter stating that The City of Frostburg is dismissing Value Drug Company from its opioid complaint, as recommended by the City’s opioid litigation attorneys.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-75**

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND APPROVING AN AWARDED A BID AND APPROVING A CONTRACT FOR THE CONSTRUCTION OF A METAL STORAGE BUILDING IN THE LEASED “MUD LOT”.**

**WHEREAS**, the City of Frostburg has entered into agreements with the Maryland Department of the Environment Bureau of Mines and Frostburg State University; and,

**WHEREAS**, the City is leasing a portion of the Mud Lot from Frostburg State University for the purpose of providing an area for a storage building for Maryland Department of the Environment Bureau of Mines, who is a tenant of the City of Frostburg in the Frostburg Armory Building; and,

**WHEREAS**, other than project and contract management, Maryland Department of the Environment Bureau of Mines is providing the funding for the construction of the storage building as provided for in a written agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of Frostburg, Maryland, approves a contract for the construction of the storage building, and awards the bid to low bidder, Kauffman Metals, in the amount of \$75,403.00, and authorizes the Director of Public Works to execute contract documents.

**ADOPTED** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_

Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**RESOLUTION 2024-76**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE EQUITY LEASE OF A VEHICLE.**

**WHEREAS,** In July 2020, the City of Frostburg entered into a Master Equity Lease Agreement with Enterprise Fleet Management as a solution for the City’s light-duty fleet; and,

**WHEREAS,** The City is able to take advantage of government contract pricing and the Fleet Lease program has been evaluated to save the City money over a ten-year period by accessing Enterprise Fleet pricing, reduced maintenance costs, and improved efficiency and safety; and,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Frostburg hereby authorizes the City Administrator to execute documents for an equity lease with Enterprise Fleet Management for a Chevrolet Blazer EV Police Package with a estimated monthly lease rate of \$ 1,423.23 after a capitalized price reduction of \$15,000.00 (American Rescue Plan Act).

**ADOPTED,** this 19<sup>th</sup> day of November, 2024.

Frostburg Mayor and Council

BY \_\_\_\_\_  
Todd J. Logsdon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Stahlman, City Administrator

**CITY OF FROSTBURG**

Monthly Report: Police Department

For the Month of: October 2024

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

**IDENTIFIED INCIDENTS & COMPLAINTS for the Month**

	2022	2023	
	<u>768</u>	<u>567</u>	
<b>ARRESTS</b>			
			4
			<u>3</u>
			0
			<u>0</u>
		<b>TOTAL</b>	<u>7</u>
<b>C3I INVESTIGATIONS</b>			<u>0</u>
<b>COMMUNITY POLICING</b>			<u>6</u>
<b>PARKING</b>			<u>9</u>
<b>PUBLIC SERVICE</b>			<u>17</u>
			<u>6</u>
			<u>12</u>
			<u>46</u>
			<u>11</u>
			<u>34</u>
<b>TRAFFIC</b>			<u>12</u>
			<u>57</u>
			<u>2</u>
<b>TRAFFIC STOPS</b>			<u>77</u>
			<u>26</u>
			<u>85</u>
			<u>1</u>
<b>COLLECTIONS</b>			<u>\$240.00</u>
			<u>\$0.00</u>
			<u>\$100.00</u>
			<u>\$0.00</u>
			<u>\$70.00</u>
<b>This month year prior:</b>	<u>\$2,257.43</u>	<b>TOTAL</b>	<u>\$410.00</u>

Respectfully Submitted,

**Nicholas J. Costello**  
Chief of Police