



MINUTES

Mayor and Council Meeting

Thursday, June 15, 2023 - 4:00 PM

Frostburg Municipal Center Meeting Room - 37 Broadway

The Mayor and Council Meeting of the City of Frostburg was called to order on Thursday, June 15, 2023, at 4:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

PRESENT: Adam Ritchey, Commissioner of Public Works
Donny Carter, Commissioner of Finance
Kevin Grove, Commissioner of Public Safety
Nina Forsythe, Commissioner of Water, Parks, and Recreation
W. Robert Flanigan, Mayor

EXCUSED:

Page

1 CALL TO ORDER

2 PLEDGE OF ALLEGIANCE

3 FROSTBURG BLESSING

4 ROLL CALL

5 APPROVAL OF THE AGENDA

Moved by Commissioner Forsythe, seconded by Commissioner Grove to Approve the Agenda.

6 APPROVAL OF THE MINUTES

a) Minutes from the May Council Meeting

6 - 8

Moved by Commissioner of Finance Donny Carter, seconded by Commissioner of Water, Parks, and Recreation Nina Forsythe

Motion and Second to Approve the Minutes for the May Council Meeting

Carried

[Mayor and Council Meeting Minutes 5-18-23](#)

7 SPECIAL PRESENTATIONS AND REQUESTS

There were no Special Presentations and Requests.

8 MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS

- a) Monthly Reports of the City Departments

Moved by Commissioner of Public Safety Kevin Grove, seconded by
Commissioner of Finance Donny Carter

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

Carried

9 PUBLIC HEARINGS

- a) Combined Sewer Overflow Monthly Public Hearing: Director of Public Works
Hayden Lindsey gave the monthly report as required by law.

10 OLD BUSINESS

11 NEW BUSINESS

- a) **RESOLUTION 2023-21** Approve a temporary repeal of the open container
laws for Derby Day. Elizabeth Stahlman, City Administrator 9

Moved by Kevin Grove, seconded by Nina Forsythe
Motion and Seconded to Approve Resolution 2023-21; PUBLIC COMMENT;
There were none. Vote of the Mayor and City Council.

[Res. 2023-21 Temp Repeal Open Container-Derby Day](#)

- b) **RESOLUTION 2023-22** Approve FY 23 end of year Budget Amendments. 10 - 15
Elizabeth Stahlman, City Administrator

Moved by Commissioner of Finance Donny Carter, seconded by
Commissioner of Water, Parks, and Recreation Nina Forsythe

*Motion and Second to Approve Resolution 2023-22; PUBLIC COMMENT; Vote
of the Mayor and City Council.*

Carried

[Res. 2023-22 FY 22-23 Budget Amendment](#)

- c) **RESOLUTION 2023-23** Approve changes to the Employee Retirement Contribution Program for Police Officers with regards to the City's contribution to the 457 Deferred Compensation Plan. Elizabeth Stahlman, City Administrator 16

Moved by Commissioner of Public Safety Kevin Grove, seconded by Commissioner of Finance Donny Carter

Motion and Second to Approve Resolution 2023-23; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2023-23 Police Pension Enhancement Suspension](#)

- d) **RESOLUTION 2023-24** Acquire 1 vehicle under the Enterprise Fleet Master Lease Agreement: 1 F-150 for the Public Works Department, in lieu of the Ford Ranger Crew Cab approved in Resolution 2022-31. Elizabeth Stahlman, City Administrator 17

Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe, seconded by Commissioner of Public Safety Kevin Grove

Motion and Second to Approve Resolution 2023-24; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2023-24 Enterprise Fleet Lease-F-150 Public Works](#)

- e) **RESOLUTION 2023-25** Appointments to the Historic District Commission and the Ethics Commission. Elizabeth Stahlman, City Administrator 18

Moved by Commissioner of Finance Donny Carter, seconded by Commissioner of Public Safety Kevin Grove

Motion and Second to Approve Resolution 2023-25; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2023-25 Board Appts.-HDC & Ethics](#)

- f) **RESOLUTION 2023-26** Authorize a Property Tax Credit for the Frostburg Lion's Club. Elizabeth Stahlman, City Administrator. 19
- Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe,
seconded by Commissioner of Public Safety Kevin Grove
- Motion and Second to Approve Resolution 2023-26; PUBLIC COMMENT; Vote of the Mayor and City Council.*
- Carried
- [Res. 2023-26 Lions Club Tax Abatement](#)
- g) **RESOLUTION 2023-27** Approve an employee buy-out of excess Compensatory Time. Elizabeth Stahlman, City Administrator 20
- Moved by Commissioner of Finance Donny Carter, seconded by
Commissioner of Water, Parks, and Recreation Nina Forsythe
- Motion and Second to Approve Resolution 2023-27; PUBLIC COMMENT; Vote of the Mayor and City Council.*
- Carried
- [Res. 2023-27 Comp Time Buyout](#)
- h) **RESOLUTION 2023-28** Approve American Rescue Plan Act Projects/Programs. Elizabeth Stahlman, City Administrator 21
- Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe,
seconded by Commissioner of Public Safety Kevin Grove
- Motion and Second to Approve Resolution 2023-28; PUBLIC COMMENT; Vote of the Mayor and City Council.*
- Carried
- [Res. 2023-28 ARPA-Garbage Truck Repair](#)
- i) **RESOLUTION 2023-29** Authorize the City Administrator to execute a Microgrid Capital Grant Agreement with Maryland Energy Administration in the amount of \$1,000,000.00 22
- Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe,
seconded by Commissioner of Public Safety Kevin Grove
- Motion and Second to Approve Resolution 2023-29; PUBLIC COMMENT; Vote of the Mayor and City Council.*
- Carried
- [Res. 2023-29 MEA Grant Microgrid](#)

12 REPORT OF THE FROSTBURG POLICE DEPARTMENT

Chief Nicholas Costello gave the report for the month of May 2023

13 OPEN PUBLIC COMMENT

There were none.

14 ADJOURNMENT

There being no further business the meeting was adjourned at 4:32 pm.

Mayor

City Administrator



MINUTES

Mayor and Council Meeting

Thursday, May 18, 2023 - 7:00 PM
Frostburg Municipal Center Meeting Room - 37 Broadway

The Mayor and Council Meeting of the City of Frostburg was called to order on Thursday, May 18, 2023, at 7:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

PRESENT: Adam Ritchey, Commissioner of Public Works
Donny Carter, Commissioner of Finance
Kevin Grove, Commissioner of Public Safety
Nina Forsythe, Commissioner of Water, Parks, and Recreation
W. Robert Flanigan, Mayor

EXCUSED:

Page

1 CALL TO ORDER

2 PLEDGE OF ALLEGIANCE

3 FROSTBURG BLESSING

4 ROLL CALL

5 APPROVAL OF THE AGENDA

Moved by Commissioner Forsythe, seconded by Commissioner Grove to Approve the Agenda for the May Council Meeting.

6 APPROVAL OF THE MINUTES

a) Minutes from the April Council Meeting.

4 - 8

Moved by Commissioner of Finance Donny Carter, seconded by Commissioner of Public Works Adam Ritchey

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

Carried

Mayor and Council Meeting Minutes 4-20-23

7 SPECIAL PRESENTATIONS AND REQUESTS

8 MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS

Page 1 of 33

- a) Monthly Reports of the City Departments

Moved by Commissioner of Public Works Adam Ritchey, seconded by
Commissioner of Public Safety Kevin Grove

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

Carried

- b) FY23 Resilient Maryland Award Notification, Commissioner Nina Forsythe
announced a One Million grant for Microgrid.

9 PUBLIC HEARINGS

- a) **ORDINANCE 2023-03** Fiscal Year 2024 Operating Budget and Schedule of
Rates and Fees
- Final Budget Presentation & Public Hearing
- b) Combined Sewer Overflow Monthly Public Hearing - Director of Public Works
Hayden Lindsey gave the updated report as required by law.

10 OLD BUSINESS

- a) **ORDINANCE 2023-03** Fiscal Year 2024 Operating Budget and Schedule of
Rates and Fees - Elaine Jones, CPA, Director of Finance

9 - 32

Moved by Commissioner of Finance Donny Carter, seconded by
Commissioner of Public Works Adam Ritchey

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

Carried

Ord. 2023-03 FY23-24 Budget

11 NEW BUSINESS

- a) **RESOLUTION 2023-20** Authorize submission of Annual Report to the
Maryland Department of Planning.

33

Moved by Commissioner of Public Works Adam Ritchey, seconded by
Commissioner of Public Safety Kevin Grove

*Motion and Second to Approve Resolution 2023-20; PUBLIC COMMENT; Vote
of the Mayor and City Council.*

Carried

Res. 2023-20 Annual Report MD Dept Planning

12 REPORT OF THE FROSTBURG POLICE DEPARTMENT

Chief Nicholas Costello

13 OPEN PUBLIC COMMENT

There were none.

14 CLOSING STATEMENT

Under the Annotated Code of Maryland Article § 3-305(b)(1) , a closed session may be held "to discuss the appointment, employment, assignment, promotion, discipline, demotion, removal, resignation, or performance evaluation of appointees, employees, or officials over who this public body has jurisdiction". A closed session is needed to discuss filling the Director of Community Development position.

MOTION TO ADJOURN AND ENTER INTO CLOSED SESSION. There being no further business the meeting was adjourned at 7:30 pm.



Mayor



City Administrator

RESOLUTION 2023-21

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A TEMPORARY REPEAL OF THE OPEN CONTAINER LAW

WHEREAS, the Frostburg Elks have submitted a request to the Council to permit the possession and consumption of alcoholic beverages on public property during Derby Day for the 2023 event.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Frostburg hereby approves the possession and consumption of alcoholic beverages on Main Street, Broadway and Water Streets during the 2023 Derby Day on July 1, 2023, or on the rain date of July 4, 2023 from 12 noon to the end of the event, provided that no glass containers be carried on the streets or sidewalks and that all other related alcohol and traffic laws and regulations of the State of Maryland and Allegany County be observed by all participants.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:



Elizabeth Stahlman, City Administrator

RESOLUTION 2023-22

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING AN AMENDMENT TO THE FISCAL 2022/2023 BUDGET AT YEAR END

WHEREAS, The Mayor and Council approved the Operating Budget for Fiscal Year 2022/2022 on May 19, 2022; and,

WHEREAS, During the of the course of the fiscal year, certain revenues, expenses, and savings occurred that were not known at the time the budget was developed and approved; and,

WHEREAS, The Director of Finance has presented a proposed Budget Amendment that details the recommended changes to the Council for consideration in order to have a more accurate and balanced budget.

NOW, THEREFORE BE IT RESOLVED that the Frostburg Mayor & City Council do hereby approve a Budget Amendment to the Fiscal 2022/2023 Budget, which Amendment is attached hereto and made a part hereof this Resolution.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDING JUNE 30, 2023
BUDGET AMENDMENTS - RESOLUTION 2023-22

Account	Account Description	Amended Budget as of Feb 2023	June 2023 Proposed Amendment	Final Amended Budget
CORPORATE FUND				
01-000-4000	TAXES-REAL ESTATE	2,557,000	45,000	\$ 2,602,000
01-000-4001	PERSONAL PROPERTY TAXES	12,000	(3,600)	8,400
01-000-4002	PUBLIC UTILITY TAXES	190,000	10,000	200,000
01-000-4003	CORPORATION TAXES	130,000	13,000	143,000
01-000-4004	PRIOR YEAR TAXES	2,000	6,000	8,000
01-000-4010	INTEREST ON TAXES	50,000	6,000	56,000
01-000-4011	TAX CREDITS	(2,000)	(1,000)	(3,000)
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	1,000	500	1,500
01-000-4020	MARYLAND INCOME TAXES	575,000	55,000	630,000
01-000-4021	ADMISSION TAXES	20,000	6,000	26,000
01-000-4040	POLICE GRANTS	40,200	9,000	49,200
01-000-4045	FINES & FORFEITURES	15,000	4,000	19,000
01-000-4046	METER VIOLATIONS	2,000	(1,000)	1,000
01-000-4054	CONSTRUCTION INSPECTIONS	15,000	15,000	30,000
01-000-4056	COMM DEV GRANT REVENUE	67,000	15,000	82,000
01-000-4060	SWIMMING POOL	50,000	9,000	59,000
01-000-4063	RECREATION ACTIVITIES	15,000	7,000	22,000
01-000-4250	NSF FEES	-	900	900
01-000-4304	MISCELLANEOUS REVENUE	1,000	21,160	22,160
01-000-4315	PROCEEDS FROM FUND BALANCE	353,860	(353,860)	-
01-000-4317	SPECIAL REVENUE	661,000	(52,000)	609,000
01-000-4600	INTEREST INCOME	375,000	20,000	395,000
	CORPORATE FUND Revenue Total	5,130,060	(168,900)	4,961,160
EXECUTIVE				
01-100-5104	INSURANCE - PUBLIC OFFICIALS	10,000	(3,000)	7,000
01-100-5150	TRAINING	2,500	500	3,000
01-100-5160	TRAVEL	3,500	3,000	6,500
01-100-5185	PROFESSIONAL FEES	5,000	400	5,400
	Executive	21,000	900	21,900
ADMINISTRATIVE				
01-110-5000	SALARIES	188,500	(40,000)	148,500
01-110-5013	INSURANCE - HEALTH	41,800	(16,000)	25,800
01-110-5050	RESERVE FOR CONTINGENCIES	10,000	3,500	13,500
01-110-5105	INSURANCE - PROPERTY	8,000	(2,000)	6,000
01-110-5191	COMMUNICATIONS	13,320	(4,000)	9,320
01-110-5205	LEGAL	34,500	16,000	50,500
01-110-5230	COMPUTER EXPENSE	17,500	3,000	20,500
01-110-5300	BOARD EXPENSE	11,000	3,500	14,500
01-110-5500	BUILDING - ARMORY	12,000	(5,500)	6,500
01-110-5502	BUILDING MAINTENANCE	16,100	10,000	26,100
01-110-5550	UTILITIES - BUILDING	16,000	(3,000)	13,000
01-110-5807	CAPITAL OUTLAY	925,000	(52,000)	873,000

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDING JUNE 30, 2023
BUDGET AMENDMENTS - RESOLUTION 2023-22

Account	Account Description	Amended Budget as of Feb 2023	June 2023 Proposed Amendment	Final Amended Budget
	Administrative	1,293,720	(86,500)	1,207,220
	FINANCE			
01-120-5013	INSURANCE - HEALTH	15,500	(2,900)	12,600
01-120-5311	ACTUARIAL STUDY	4,000	500	4,500
01-120-5313	TAX COLLECTION	2,800	(1,500)	1,300
	Finance	22,300	(3,900)	18,400
	COMMUNITY DEV			
01-130-5000	SALARIES	59,200	11,000	70,200
01-130-5010	SOCIAL SECURITY	4,500	700	5,200
01-130-5013	INSURANCE - HEALTH	15,000	4,000	19,000
01-130-5322	PLANNING	-	15,000	15,000
01-130-5323	PUBLIC ART	2,000	(1,500)	500
01-130-5820	COMMUNITY LEGACY PROJECTS	67,000	500	67,500
01-130-5822	SPECIAL PROJECTS	4,000	(2,500)	1,500
	Community Dev	151,700	27,200	178,900
	CODE ENFORCEMENT			
01-140-5000	SALARIES	75,100	(23,000)	52,100
01-140-5010	SOCIAL SECURITY	5,700	(1,500)	4,200
01-140-5013	INSURANCE - HEALTH	16,100	(6,600)	9,500
01-140-5150	TRAINING	2,400	(1,700)	700
01-140-5330	CODE ENFORCEMENT	5,000	(3,500)	1,500
01-140-5331	CONSTRUCTION INSPECT	20,000	5,000	25,000
	Code Enforcement	124,300	(31,300)	93,000
	PUBLIC WORKS ADMIN			
01-150-5000	SALARIES	53,400	3,000	56,400
01-150-5010	SOCIAL SECURITY	4,050	300	4,350
01-150-5150	TRAINING	5,700	2,800	8,500
01-150-5193	ONE CALL CONCEPTS	1,000	700	1,700
01-150-5341	MAPPING SUPPLIES	7,500	750	8,250
	Public Works Admin	71,650	7,550	79,200
	PUBLIC SAFETY			
01-160-5000	SALARIES	998,200	(32,000)	966,200
01-160-5002	SALARIES - POLICE GRANTS	40,200	9,000	49,200
01-160-5010	SOCIAL SECURITY	79,200	(4,500)	74,700
01-160-5012	WORKERS COMP	142,000	(42,000)	100,000
01-160-5015	CONTRIBUTION - 457	44,000	(12,000)	32,000
01-160-5181	LAW ENFORCEMENT EQUIPMENT	96,500	65,000	161,500
01-160-5420	FLEET LEASE	22,000	20,000	42,000

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDING JUNE 30, 2023
BUDGET AMENDMENTS - RESOLUTION 2023-22

Account	Account Description	Amended Budget as of Feb 2023	June 2023 Proposed Amendment	Final Amended Budget
01-160-5705	TRAFFIC CONTROL	2,000	(2,000)	-
	Public Safety	1,424,100	1,500	1,425,600
	PUBLIC WORKS - STREET			
01-170-5000	SALARIES	243,300	4,000	247,300
01-170-5012	WORKERS COMP	16,800	(4,000)	12,800
01-170-5013	INSURANCE - HEALTH	71,000	(10,000)	61,000
01-170-5015	CONTRIBUTION - 457	2,200	(1,000)	1,200
01-170-5191	COMMUNICATIONS	6,000	(2,000)	4,000
01-170-5210	OFFICE SUPPLIES	1,000	400	1,400
01-170-5420	FLEET LEASE	42,000	(7,000)	35,000
01-170-5550	UTILITIES - BUILDING	6,000	3,000	9,000
01-170-5711	SALT & ABRASIVES	150,000	(55,000)	95,000
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	17,000	107,000
01-170-5714	STREET LIGHTING	155,000	(65,000)	90,000
01-170-5716	STREET SHOP EQUIPMENT	90,000	20,000	110,000
01-170-5717	STREET LIGHTING REPAIRS	30,000	19,000	49,000
01-170-5865	PARKING LOT MAINTENANCE	15,000	(10,000)	5,000
	Public Works - Street	918,300	(90,600)	827,700
	RECREATION			
01-180-5000	SALARIES	205,750	22,000	227,750
01-180-5010	SOCIAL SECURITY	15,750	750	16,500
01-180-5012	WORKERS COMP	14,225	(2,500)	11,725
01-180-5400	GAS, OIL, GREASE	7,000	4,000	11,000
01-180-5510	CITY PLACE	9,500	3,000	12,500
01-180-5724	STREET TREE MAINTENANCE	7,500	3,500	11,000
01-180-5800	CAPITAL OUTLAY	191,000	(32,000)	159,000
	Recreation	450,725	(1,250)	449,475
	RECREATION - POOL			
01-181-5507	POOL OPERATING	35,000	7,500	42,500
	Recreation - Pool	35,000	7,500	42,500
	CORPORATE FUND Expend Total	4,512,795	(168,900)	4,343,895
	WATER FUND			
02-000-4000	WATER SERVICE REVENUE	1,420,000	125,000	1,545,000
02-000-4001	INTEREST EARNED - WATER	1,500	1,000	2,500
02-000-4313	GAIN ON DISPOSAL OF ASSETS	-	9,000	9,000
02-000-4315	PROCEEDS FROM FUND BALANCE	81,475	(81,475)	-
02-000-4317	SPECIAL REVENUE	750,000	(387,000)	363,000
02-000-4403	TAPPING FEES	7,000	(2,000)	5,000
02-000-4404	SUNDRY SALES	20,000	6,000	26,000

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDING JUNE 30, 2023
BUDGET AMENDMENTS - RESOLUTION 2023-22

Account	Account Description	Amended Budget as of Feb 2023	June 2023 Proposed Amendment	Final Amended Budget
	WATER FUND Revenue Total	2,279,975	(329,475)	1,950,500
	WATER - ADMIN			
02-190-5013	INSURANCE - HEALTH	12,450	(775)	11,675
02-190-5313	COLLECTION EXPENSE	2,500	(1,700)	800
	Water - Admin	14,950	(2,475)	12,475
	WATER - FILTRATION			
02-192-5522	PURIFICATION PLANT MAINTENANCE	190,000	(150,000)	40,000
02-192-5710	FILTRATION CONTRACT PAYMENT	564,000	60,000	624,000
	Water - Filtration	754,000	(90,000)	664,000
	WATER - DISTRIBUTION			
02-196-5000	SALARIES	212,400	5,000	217,400
02-196-5013	INSURANCE - HEALTH	55,700	(6,000)	49,700
02-196-5191	COMMUNICATIONS	9,200	3,000	12,200
02-196-5550	UTILITIES - WATER DISTRIBUTION	2,600	3,000	5,600
02-196-5700	DISTRIBUTION EXPENSE	90,000	40,000	130,000
02-196-5704	TRANSMISSION MAINS EXPENSE	66,500	20,000	86,500
02-196-5740	METERS EXPENSE	80,000	(42,000)	38,000
02-196-5800	CAPITAL OUTLAY	455,000	(260,000)	195,000
	Water - Distribution	971,400	(237,000)	734,400
	WATER FUND Expend Total	1,740,350	(329,475)	1,410,875
	SEWER FUND			
03-000-4000	SEWER CHARGES	1,925,000	(30,000)	1,895,000
03-000-4001	INTEREST EARNED - SEWER	2,700	2,000	4,700
03-000-4317	SPECIAL REVENUE	848,500	(128,500)	720,000
03-000-4600	INTEREST INCOME	25,000	3,000	28,000
	SEWER FUND Revenue Total	2,801,200	(153,500)	2,647,700
	SEWER - ADMIN			
03-210-5313	COLLECTION EXPENSE	2,500	(1,700)	800
	Sewer - Admin	2,500	(1,700)	800
	SEWER - OPERATING			
03-211-5012	WORKERS COMP	10,500	(3,000)	7,500
03-211-5013	INSURANCE - HEALTH	59,000	(10,000)	49,000
03-211-5420	FLEET LEASE	-	7,500	7,500
03-211-5763	SEWER OPERATING EXPENSE	267,800	(128,500)	139,300
	Sewer - Operating	337,300	(134,000)	203,300
	CSO			

CITY OF FROSTBURG
OPERATING BUDGET FOR THE YEAR ENDING JUNE 30, 2023
BUDGET AMENDMENTS - RESOLUTION 2023-22

Account	Account Description	Amended Budget as of Feb 2023	June 2023 Proposed Amendment	Final Amended Budget
03-220-5800	CAPITAL OUTLAY	2,895,000	(17,800)	2,877,200
	CSO	2,895,000	(17,800)	2,877,200
	SEWER FUND Expend Total	3,234,800	(153,500)	3,081,300
PINEY SURCHARGE FUND				
04-000-4317	SPECIAL REVENUE	-	5,000	5,000
	PINEY SURCHARGE FUND Revenue Total	-	5,000	5,000
WATER SURCHARGE				
04-200-5313	COLLECTION EXPENSE	2,500	(1,700)	800
04-200-5800	CAPITAL OUTLAY	175,000	(160,000)	15,000
04-200-5802	CAPITAL REPAIRS	106,375	(50,000)	56,375
	PINEY SURCHARGE FUND Expend Total	283,875	(211,700)	72,175
GARBAGE FUND				
05-000-4317	SPECIAL REVENUE	192,000	28,000	220,000
	GARBAGE FUND Revenue Total	192,000	28,000	220,000
GARBAGE - ADMIN				
05-230-5013	INSURANCE - HEALTH	12,450	(1,700)	10,750
05-230-5313	COLLECTION EXPENSE	2,500	(2,000)	500
	Garbage - Admin	14,950	(3,700)	11,250
GARBAGE OPERATING				
05-232-5000	SALARIES	85,600	3,200	88,800
05-232-5012	WORKERS COMP	5,925	(1,500)	4,425
05-232-5013	INSURANCE - HEALTH	24,900	(2,900)	22,000
05-232-5170	UNIFORMS	3,075	(900)	2,175
05-232-5210	OFFICE SUPPLIES	500	800	1,300
05-232-5770	ASH DUMPSTER	7,500	1,000	8,500
05-232-5773	SANITATION OPERATING EXPENSE	30,000	32,000	62,000
	Garbage Operating	157,500	31,700	189,200
	GARBAGE FUND Expend Total	172,450	28,000	200,450

Note: Only accounts impacted by proposed budget amendments are presented. For the complete Operating Budget, please refer to Ordinance 2022-04 and Resolution 2023-03.

RESOLUTION 2023-23

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND SUSPENDING THE “POLICE PENSION ENHANCEMENT PLAN” AND AMENDING A PRIOR RESOLUTION

WHEREAS, the Mayor and Council approved a “Police Pension Enhancement Plan” in 2016 and was most recently modified in 2021; and,

WHEREAS, the City of Frostburg contributed 5% of base salary to the employees’ Deferred Compensation Plan (457) Police Pension Enhancement Plan provided the employee contributed 1%; and,

WHEREAS, beginning July 1, 2023, the Police Officers will be enrolled in the Law Enforcement Officers Pension System (LEOPS) instead of the Employees’ Pension System as part of the Maryland State Retirement System, and the City’s contribution for Police Officers will be approximately 36.9% of the employees’ base salary and increase from the current 9.82%

WHEREAS, the City recognizes the significant benefit of the LEOPS as well as the significant additional cost.

NOW, THEREFORE BE IT RESOLVED that the Frostburg Mayor & City Council do hereby suspend the “Police Pension Enhancement Plan” and amend Resolution 2022-22 to include Police Officers, in which the City contributes 1% of base salary to the employee’s 457 Plan provided the employee contributes at least 1%.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:



Elizabeth Stahlman, City Administrator

RESOLUTION 2023-24

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 1 VEHICLE.

WHEREAS, In July 2020, the City of Frostburg entered into an 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 Ford F-150 due to production availability in lieu of the previously approved Ford Ranger Crew Cab XL 4x4 for use by Public Works in an amount estimated to be \$844 per month.


ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY


W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2023-25

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND APPOINTING A MEMBER TO THE FROSTBURG HISTORIC DISTRICT COMMISSION AND THE ETHICS COMMISSION

WHEREAS, the City of Frostburg has a number of Boards and Commissions established for specific purposes; and,

WHEREAS, certain vacancies and expired terms have been identified on the Frostburg Historic District Commission and Ethics Commission; and,

WHEREAS, staff have verified the interest of certain residents or, where appropriate, technical specialists, for appointment to these Boards and Commissions.

NOW, THEREFORE BE IT RESOLVED that the Frostburg Mayor & City Council do hereby appoint:

Historic District Commission

- Dawn Hein for a 3 year term to expire June 15, 2026.
- Dr. Joe Hoffman for a 3 year term to expire June 15, 2026.

Ethics Commission

- Dr. James Saku for a 3 year term to expire June 15, 2026.
- Dr. Jesse Kettermann for a 3 year term to expire June 15, 2026.
- Carol Smith for a 3 year term to expire June 15, 2026.
- Spencer Deakin for a 3 year term to expire June 15, 2026.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:



Elizabeth Stahlman, City Administrator

RESOLUTION 2023-26

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AUTHORIZING A PROPERTY TAX CREDIT FOR THE PROPERTY OWNED BY THE FROSTBURG LION'S CLUB.

WHEREAS, The City of Frostburg has the authority pursuant to Section 711 of the Charter to grant a property tax credit on the real or personal property or capital stock of any entity to the extent that such credit is authorized by the laws of the State of Maryland; and

WHEREAS, The State of Maryland has authorized a property tax credit for property owned by the Frostburg Lion's Club, pursuant to the Maryland Annotated Code, Tax Property Section 9-302 (b)5; and

WHEREAS, The Frostburg Mayor and Council desire to grant a property tax credit to property owned by the Frostburg Lion's Club.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Frostburg, Maryland that a property tax credit be hereby granted for the property owned by the Frostburg Lion's Club for Fiscal Year 2024.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:



Elizabeth Stahlman, City Administrator

RESOLUTION 2023-27

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AUTHORIZING A BUYOUT OF EARNED COMPENSATORY TIME FROM FROSTBURG EMPLOYEES.

WHEREAS, the City of Frostburg's employees earn compensatory time for hours in excess of 40 hours worked; and,

WHEREAS, certain employees have accumulated a large balance of compensatory time that they may or may not use in a timely manner, which is a liability for the City; and,

WHEREAS, it is the City Administrator's recommendation to buy out compensatory time in the 2022/23 fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Frostburg, Maryland approve a compensatory time buyout as follows:

- All hours in excess of 120 hours will be bought out prior to July 1, 2023.
- Employees may elect to participate in the compensatory time buyout and have up to 40 hours bought out prior to July 1, 2023.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2023-28

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:

- Unplanned repairs for Garbage Truck

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY


W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2023-29

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AUTHORIZING THE EXECUTION OF A CAPITAL GRANT WITH MARYLAND ENERGY ADMINISTRATION

WHEREAS, the City completed a Microgrid and Community Resiliency Study in 2022 with grant funding from Maryland Energy Administration; and,

WHEREAS, various projects were identified by in the Microgrid study by the City's consultant, Optimize Renewables, LLC.; and,

WHEREAS, the City applied and was subsequently awarded a \$1,000,000 capital grant to offset some of the construction costs of a microgrid allowing the City to maintain critical operations during a sustained power disruption and reduce its carbon footprint

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Frostburg authorize the City Administrator to execute the Grant Agreement and any other subsequent or related documents to the Grant from the Maryland Energy Administration.

ADOPTED this 15th day of June 2023.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:



Elizabeth Stahlman, City Administrator