



MAYOR AND CITY COUNCIL OF FROSTBURG

Mayor W. Robert Flanigan

Donald L. Carter, Jr., Commissioner of Finance

Kevin G. Grove, Commissioner of Public Safety

Nina Forsythe, Commissioner of Water, Parks and Recreation

Adam Ritchey, Commissioner of Public Works

AGENDA

MAYOR AND COUNCIL MEETING

Thursday, October 20, 2022 at 7:00 PM

Frostburg Municipal Center Meeting Room - 37 Broadway

	Page
1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. FROSTBURG BLESSING	
4. ROLL CALL	
5. APPROVAL OF THE AGENDA	
6. APPROVAL OF THE MINUTES	
6.1. Minutes from the September Council Meeting.	3 - 13
Motion and Second to Approve the Minutes for the September Council Meeting. Mayor and Council Meeting - 15 Sep 2022 - Minutes - Pdf	
7. SPECIAL PRESENTATIONS AND REQUESTS	
8. MAYOR AND COMMISSIONERS REPORTS & ANNOUNCEMENTS	
8.1. Monthly Reports of the City Departments	14 - 55
Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council. September 2022 Monthly Reports	
9. PUBLIC HEARINGS	
9.1. Combined Sewer Overflow Monthly Public Hearing	
10. OLD BUSINESS	
11. NEW BUSINESS	
11.1. ORDINANCE 2022-07 Amending Ordinance 2019-07 to amend the definition of "Project" used therein to include the acquisition and demolition of certain residential rental properties and the design, engineering and construction of a new public parking lot.	56 - 57
Motion and Second to Approve the Ordinance on First Reading, and set the November 17, 2022 Council Meeting as an advertised Public Hearing; PUBLIC COMMENT; Vote of the Mayor and City Council. 2022-07 City of Frostburg Amendment to Infrastructure Bond Ordinance	
11.2. RESOLUTION 2022-48 Approve American Rescue Plan Act Projects/Programs. Elizabeth Stahlman, City Administrator	58
<ul style="list-style-type: none">• LED Street Lighting Upgrade• Lions Park Light Retrofit to LED	

Motion and Second to Approve Resolution 2022-48; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2022-48 American Rescue Plan Project Program Approvals](#)

- 11.3. **RESOLUTION 2022-49** Approve an energy purchase agreement, brokered by Tradition Energy, for a 24-month period beginning May 1, 2023, as part of the 'Allegany County Coalition' agreement. Elizabeth Stahlman, City Administrator 59

Motion and Second to Approve Resolution 2022-49; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2022-49 Tradition Energy Supply Agreement](#)

- 11.4. **RESOLUTION 2022-50** Award a contract for the replacement of the Street Department rubber membrane roof. Hayden Lindsey, EIT, Director of Public Works 60

Motion and Second to Approve Resolution 2022-50; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2022-50 Street Department Roof Vertex](#)

- 11.5. **RESOLUTION 2022-51** Approve a quote for the rebuild of 1 valve for Piney Dam in the amount of \$30,240. Hayden Lindsey, EIT, Director of Public Works 61

Motion and Second to Approve Resolution 2022-51; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2022-51 Cone Valve Rebuild Piney Dam Walter N Yoder](#)

- 11.6. **RESOLUTION 2022-52** Approve a proposal from RK&K, LLP, for a comprehensive City-wide smoke testing of sewer lines and GIS mapping of all City-owned stormwater and sewer assets, in the amount of \$247,400. Hayden Lindsey, EIT, Director of Public Works 62

Motion and Second to Approve Resolution 2022-52; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2022-52 RK&K Smoke testing and GIS Mapping](#)

- 11.7. **RESOLUTION 2022-53** Declare miscellaneous equipment surplus and authorize sale of surplus equipment. Hayden Lindsey, EIT, Director of Public Works 63

Motion and Second to Approve Resolution 2022-53; PUBLIC COMMENT; Vote of the Mayor and City Council.

[Resolution 2022-53 Declare equipment surplus](#)

12. REPORT OF THE FROSTBURG POLICE DEPARTMENT
Chief Nicholas Costello
13. OPEN PUBLIC COMMENT
14. ADJOURNMENT



MINUTES

Mayor and Council Meeting

Thursday, September 15, 2022 - 3:00 PM
Frostburg Municipal Center Meeting Room - 37 Broadway

The Mayor and Council Meeting of the City of Frostburg was called to order on Thursday, September 15, 2022, at 3:00 PM, at the Frostburg Municipal Center, 37 Broadway, with the following members present:

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

EXCUSED: Donny Carter, Commissioner of Finance

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1 CALL TO ORDER

- a) *Please note that due to technical difficulties, the audio is unavailable until timestamp 8:04. Please refer to the written minutes.*
- b) Mayor Flanigan called the meeting to order at 3:00 PM.

2 PLEDGE OF ALLEGIANCE

3 FROSTBURG BLESSING

- a) The Frostburg Blessing was given by Police Chief Nicholas Costello.

4 ROLL CALL

Mayor Flanigan, Commissioner Grove, Commissioner Forsythe, and Commissioner Ritchey were present. Commissioner Carter was excused.

5 APPROVAL OF THE AGENDA

Commissioner Forsythe made a motion to approve the agenda as presented. The motion was seconded by Commissioner Grove, a vote was taken, and the agenda was approved unanimously.

6 APPROVAL OF THE MINUTES

- a) Minutes from the August Council Meeting

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

Commissioner Ritchey made a motion to approve the minutes from the August 2022 City Council meeting and September 8th Closed Meeting as presented. The motion was seconded by Commissioner Grove, a vote was taken, and the minutes were approved unanimously.

Carried

- b) Sealed Minutes and Summary of Closed Meeting on September 8, 2022

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

Motion and Second to Approve Sealed Minutes and Summary of Closed Meeting on September 8, 2022.

Carried

7 SPECIAL PRESENTATIONS AND REQUESTS

- a) There were no special presentations or requests for the Council's consideration.

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 Water, Parks, and Recreation Nina Forsythe

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

Public Works Director Hayden Lindsey provided an update regarding the current and upcoming phases of the ongoing Combined Sewer Overflow project. Director Lindsey indicated that Phase IX-B is projected to be completed by Winter 2022. Phase IX-C which includes work on Center Street is slated to be complete by the end of September 2022. These phases are currently underway. Phase X-A is in the design/funding phase and is expected to be put out to bid in Winter 2022 or Spring 2023.

Commissioner Ritchey requested that Director Lindsey provide an update regarding the status of the city-wide paving project. Director Lindsey indicated that the bulk of work has been completed. Commissioner Forsythe then requested an update on the status of the Columbia Gas improvements in the Armstrong Avenue neighborhood. Director Lindsey indicated that this neighborhood is slated for re-paving once the Columbia Gas repairs are complete.

10 OLD BUSINESS

There was no Old Business for discussion.

11 NEW BUSINESS

a) **RESOLUTION 2022-42** Approve American Rescue Plan Act Projects/Programs

6

- Storage building for Parks and Recreation Department
- Design for Accessible Fishing Pier at Piney Dam

Public Works Director, Hayden Lindsey, presented Resolution 2022-42 involving approval of projects proposed to be funded using American Rescue Plan Act funds.

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

Motion and Second to Approve Resolution 2022-42; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2022-42 Approve ARPA Projects](#)

- b) **RESOLUTION 2022-43** Approve proposal from Micro-Tech Designs, Inc. to enter into a contract for a system upgrade at the Frostburg Water Treatment Plant in the amount of \$255,367.00. 7

Public Works Director, Hayden Lindsey, presented Resolution 2022-43 involving a request to enter into a contract for a system upgrade at the Frostburg Water Treatment Plant.

Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe, seconded by Commissioner of Public Works Adam Ritchey

Motion and Second to Approve Resolution 2022-43; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2022-43 Micro-Tech Designs](#)

- c) **RESOLUTION 2022-44** Award contract to Hite Roofing (Hite Associates, Inc.) in the amount of \$45,000 for the replacement of the roof at the Frostburg Water Department. 8

Moved by Commissioner of Water, Parks, and Recreation Nina Forsythe, seconded by Commissioner of Public Works Adam Ritchey

Motion and Second to Approve Resolution 2022-44; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2022-44 Hite Roofing-Wtr Dept. Roof](#)

- d) **RESOLUTION 2022-45** Approve Reimbursement and Release Agreement with Columbia Gas of Maryland, Inc. 9

Moved by Commissioner of Public Works Adam Ritchey, seconded by Commissioner of Water, Parks, and Recreation Nina Forsythe

Motion and Second to Approve Resolution 2022-45; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2022-45 Columbia Gas Reimburse & Release](#)

- e) **RESOLUTION 2022-46** Authorize Change Order to Design Contract with Bennett, Brewer & Associates, LLC for the Day Camp/Childcare facility A/E Services 10

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

Motion and Second to Approve Resolution 2022-46; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2022-46 Change Order Day Camp](#)

- f) **RESOLUTION 2022-47** Approve proposal for Utility Rate Study services and Authorize the execution of a contract. 11

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

Motion and Second to Approve Resolution 2022-47; PUBLIC COMMENT; Vote of the Mayor and City Council.

Carried

[Res. 2022-47 NewGen Wtr Rate Proposal](#)

12 REPORT OF THE FROSTBURG POLICE DEPARTMENT
Chief Nicholas Costello

13 REPORT OF THE FROSTBURG FIRE DEPARTMENT
Matt McMorran, Logistics Chief/PIO

14 OPEN PUBLIC COMMENT

15 ADJOURNMENT

16 Halloween Parade - Thursday, October 27
Trick or Treating - Sunday, October 30

Mayor

City Administrator

RESOLUTION 2022-42

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:

- Purchase of materials and concrete for a Storage Building for the Parks and Recreation Department
- Design of an Accessible Fishing Pier at Piney Dam, in anticipation of Garrett County Project Open Space grant funding the majority of construction costs.

ADOPTED this 15th day of September, 2022.

Frostburg Mayor and Council

BY


W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2022-43

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CONTRACT FOR A SYSTEM UPGRADE WITH MICRO-TECH DESIGNS, INC. TO UPGRADE THE WATER TREATMENT PLANT.

WHEREAS, the City of Frostburg owns the Frostburg Water Treatment Plant and contracts Maryland Environment Service to operate the plant; and

WHEREAS, the technology at the plant and the various controllers are antiquated and a complete system upgrade has been recommended to achieve long term operating stability while also maintaining the highest standards to prevent cyber threats; and

WHEREAS, Micro-Tech Designs, Inc., have managed the control and communication hardware and software at the Frostburg Water Treatment Plant for many years and possess a high level of familiarity with the plant.

NOW, THEREFORE, be it resolved that the Council of the City of Frostburg hereby approves a proposal with Micro-Tech Designs, Inc. in the amount of \$255,367.00 and further authorize the City Administrator or Director of Public Works to execute any and all documents related to the performance of the following work:

SCADA Computer Upgrade	\$28,839.00
Main Control Panel PLC.....	\$49,376.00
Filter Control Panel PLC	\$46,116.00
Finished Water PLC	\$32,021.00
Equalization Level Monitoring.....	\$14,783.00
Hydro PLC.....	\$21,635.00
Piney Dam PLC.....	\$43,012.00
Instrumentation/Spare Upgrade	\$19,585.00

ADOPTED this 15th day of September, 2022.

Frostburg Mayor and Council

BY 
W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2022-44

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AUTHORIZING A CONTRACT FOR THE REPLACEMENT OF THE ROOF OF THE FROSTBURG WATER DEPARTMENT.

WHEREAS, The City of Frostburg's Water Department's Roof has exceeded its useful life and is leaking; and,

WHEREAS, the City of Frostburg solicited quotes from various roofing contractors and advertised on e-Maryland Marketplace Advantage and received only 2 bids; and,


WHEREAS, The Director of Public Works considered re-bidding, but based on multiple conversations with area firms, they would not submit a bid at this time, and in consultation with the Commissioner of Water, Parks and Recreation, it is recommended that the contract is approved for the sole bidder.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Frostburg, Maryland authorize the Director of Public Works to award the contract to the low bidder, Hite Roofing (Hite Associates, Inc.) in the amount of \$45,000.00 for the replacement of the Water Department roof.

ADOPTED this 15th day of September, 2022.

Frostburg Mayor and Council

BY



W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2022-45

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND APPROVING A REIMBURSEMENT AND RELEASE AGREEMENT WITH COLUMBIA GAS RELATED TO REPAVING A PORTION OF CITY STREETS.

WHEREAS, Columbia Gas has offered to pay for the paving of certain streets or a portion thereof, that were affected by the gas line replacement work during 2022 and the impact they had on the condition of the City's roadways; and,

WHEREAS, in order to receive the funds to cover the cost of paving, Columbia Gas has requested the City release Columbia Gas from future claims in the specific area.

NOW, THEREFORE BE IT RESOLVED that the Frostburg Mayor and Council do hereby approve a Reimbursement and Release Agreement with Columbia Gas, in which the City will be reimbursed up to \$904,973.85 for the completion of the work.

ADOPTED this 15th day of September 2022.

Frostburg Mayor and Council

BY 
W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2022-46

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING CHANGE ORDER 1 FOR THE DESIGN OF THE FROSTBURG DAY CAM AND CHILD CARE FACILITY.

WHEREAS, the original design contract did not call for the design engineer to provide a complete contract bid package, advertise the bid, and assist the Director of Public Works in evaluating the bids and review contract documents as needed; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Frostburg hereby approves Change Order Number 1 with Bennett, Brewer & Associates, LLC., in the amount of \$8,600.00, for a new contract total of \$68,035.00

ADOPTED this 15th day of September 2022.

Frostburg Mayor and Council

BY


W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

RESOLUTION 2022-47

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING ENTERING INTO A CONTRACT FOR THE PERFORMANCE OF A UTILITY RATE STUDY.

WHEREAS, the City of Frostburg's water, sewer, water surcharge, and sewer surcharge rates have been structured in the same manner for at least 15 years; and,

WHEREAS, the City anticipates changes in the future debt service and operating and maintenance costs for both water and sewer; and,

WHEREAS, there are several factors complicating the City's utility rate structure, including a Public Service Commission ruling affecting the water rates for City customers, outside of City customers, and the customers supplied water through County systems; and, Consent Order requirements related to Combined Sewer Overflows, and the costs for sewage treatment from the City of Cumberland, passed through from LaVale Sanitary Commission, and Allegany County Utilities; and,

WHEREAS, the need to reevaluate the utility rate structure has been recognized by the Mayor and City Council and staff issued a request for proposals accordingly; and,

WHEREAS, four competitive proposals were received and evaluated by the City staff in Finance and Administration, and the proposal was selected, in accordance with the Procurement Policy, staff have recommended a proposal that best addresses the needs of Frostburg.


NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Frostburg hereby accepts a proposal from NewGen Strategies and Solutions, LLC, in the estimated amount of \$44,900, and further authorizes the City Administrator to execute a contract with the firm and sign any and all related documents.

ADOPTED this 15th day of September 2022.

Frostburg Mayor and Council

BY 
W. Robert Flanigan, Mayor

Attest:


Elizabeth Stahlman, City Administrator

City of Frostburg
Monthly Reports



For the month of September 2022
Reports from the Departments of:

Community Development
Finance
Parks and Recreation
Police
Street
Water

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: September 2022

Submitted by: Bethany Fife, Planner; Taylor Richards, Rental Housing Program Coordinator;
Jay Hovatter, Permits Clerk/Code Enforcement Officer

Permits

Please see attached permit report.

Rental Housing & Code Enforcement

Rental Housing:

- Welcome packets were sent out to new and potential rental property owners
- Phone meetings were conducted for new rental property owners to go over the RH program.
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Confirmation of rental unit increases were provided to Finance for surcharge increases to match number of units
- Housing notes were sent to Owners and Agents for the month of September
- Combined effort with Code Enforcement was made for non-compliant properties.
- Confirmation of zero outstanding issues was given by RH and CE for per our Finance Department's request for property transfers.
- Updates have been made to all systems reflecting property transfers and changes. Pending changes will be updated upon confirmation from Finance.
- Updates have been made to reflect new Owner's Agents.
- Rental Housing has moved out of set up in iWorQ. Inspections are moving along as planned, inspectors are successfully using the iWorQ platform as intended. All parties have access to iWorQ staff for assistance as needed.
- RH Coordinator will be primary contact moving forward with iWorQ
- Frostburg State University continued working through Financial Aid issues to disperse funds as soon as possible. Owners and agents have been advised to contact Financial Aid with direct questions.

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 held their monthly meeting on Monday, September 12, to review a proposal for a metal roof installation over an existing rear deck at 101 E. Main Street. The proposal was unanimously approved.
- *Planning Commission* –
 - The Frostburg Planning Commission did not meet in September due to no applications received.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not hold any public hearings in September due to no applications received.

Planning & Economic Development:

Subdivision and Land Use Regulations under review for rewrite and update by Planning Commission and CD Director. Completion of this document expected to be done in house and without consultation. Protection and maintenance of water taps discussed among Finance and Public Works departments and noted for update not only in S & LD Regulations, but also Article 6 of City Code.

Comprehensive Plan and Housing Element: Staff is gearing up to prepare an RFP for consulting services related to a full rewrite of the 10-year Comprehensive Plan, a document required by state law.

Ongoing Subdivision development occurring at Prichard Farms and Sand Spring Run Phase 1 as well as Phase 2. Ongoing coordination with Public Works and Allegany County on Connection Permits and addressing, respectively. Our Annual Report to MDP reflected 9 new single family homes in Frostburg for the 2021 calendar year, all due to these developments.

Ongoing development in the Industrial Park: The 58,000 SF addition to Sierra Hygiene is well underway and nearing completion. Final plans for Smitty's fuel stop are on hold.

We worked in conjunction with Allegany County to determine potential needs for stop lighting and intersection improvements at Rte. 36 and Village Parkway. An updated traffic study for a signal light warrant has been completed by Bennett, Brewer and Associates and no current warrants for signal lighting have been satisfied.

Collaboration underway with Allegany Arts Council, Allegany County Tourism, and Frostburg First to improve the Depot Gateway to the Business District. Application for funds made to DHCD, and Frostburg First is applying MSAC funds. Improvements currently based on public art projects including stenciling the sidewalk up to the business district with a timeline of Frostburg's history, improving way finding signage toward the business district, updating the "phone booth" adjacent to the turntable, and muralizing the wall below the Shogun rear deck area. Future plans include determining the best route to improve the rear deck area and building façade at the Shogun location.

CD Staff currently implementing software from iWorQ for web based tracking of permits, code enforcement, and rental housing. Software capabilities include, tracking processes, documenting requirements for inspections and follow ups, and generating notifications. CD and Finance have worked out online payment options and reporting. Online credit card payment capability went live late February, and Community Development and Finance worked out the reporting for such payments.



Case Detail Report

9/1/2022 - 9/30/2022

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
9/30/2022	10/10/2022	164-166 MAPLE ST	Chair on front porch	First Warning
9/30/2022	10/10/2022	163 MAPLE ST	Couch on front porch	First Warning
9/30/2022	10/14/2022	Lot between 41 and 43 Maple Street	Untagged Vehicle	First Warning
9/30/2022	10/14/2022	34 MAPLE ST	Untagged BMW	First Warning
9/8/2022	9/18/2022	145 WOOD ST	Couch on front porch	Resolved
9/6/2022		158 W MECHANIC ST	Special Report from Allegany County Animal Control	Monitoring

Total Records: 6

10/3/2022



Case Activity Report

9/1/2022 - 9/30/2022

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
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Group: Issue Citation

9/8/2022	9/28/2022 (court); 10/08/2022 (fine)	40 MCCULLOH ST	High Grass	Issue Citation	Citation Issued

Group Total: 1

Group: Phone Call/Email

9/13/2022	9/28/2022 (court); 10/08/2022 (fine)	40 MCCULLOH ST	High Grass	Phone Call/Email	Citation Issued
9/12/2022	9/8/2022	162 CENTER ST	Furniture and solid waste	Phone Call/Email	First Warning
9/6/2022		158 W MECHANIC ST	Special Report from Allegany County Animal Control	Phone Call/Email	Monitoring

Group Total: 3

Group: Re-Inspection

9/30/2022	9/18/2022	145 WOOD ST	Couch on front porch	Re-Inspection	Resolved
9/30/2022	8/26/2022	191 SPRING ST	Vacant Structure (not secured)	Re-Inspection	Resolved
9/30/2022	9/1/2022	109 HILL ST	Mattress on front porch	Re-Inspection	Resolved
9/30/2022	ASAP (30 days)	127 WASHINGTON ST	Dilapidated fence	Re-Inspection	Resolved

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
9/6/2022	ASAP - 30 days	169 SPRING ST	Alleged habitation of a camper	Re-Inspection	Resolved

Group Total: 5

Group: Return Mail

9/12/2022	9/28/2022 (court); 10/08/2022 (fine)	40 MCCULLOH ST	High Grass	Return Mail	Citation Issued

Group Total: 1

Group: Send Letter

9/30/2022	10/14/2022	34 MAPLE ST	Untagged BMW	Send Letter	First Warning
9/30/2022	10/14/2022	Lot between 41 and 43 Maple Street	Untagged Vehicle	Send Letter	First Warning
9/30/2022	10/10/2022	163 MAPLE ST	Couch on front porch	Send Letter	First Warning
9/30/2022	10/10/2022	164-166 MAPLE ST	Chair on front porch	Send Letter	First Warning
9/28/2022	ASAP - Stop Work Order Issued	220 W MAIN ST	Shed Installed w/o Permit and in an unsafe manner	Send Letter	First Warning
9/8/2022	9/18/2022	145 WOOD ST	Couch on front porch	Send Letter	Resolved

Group Total: 6

Group: Walk-In

9/9/2022	8/29/2022 (request court date); 9/8/2022 (pay fine)	26 TAYLOR ST	High Grass	Walk-In	Monitoring

Group Total: 1

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Total Records: 17

10/3/2022



Permit Report

9/1/2022 - 9/30/2022

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Use & Occupancy		27 E MAIN ST	Commercial Use and Occupancy	Closed
Fence	Addition	65 ORMAND ST	Installation of a 4' Black Chain Link Fence in a Portion of the Rear Yard	Closed
Solicitor - Door-to-Door		Citywide	Door to Door Solicitor Permit - LCM, Inc.	Closed
Certificate of Appropriateness		48 TARN TER	Refacing & Replacing Commercial Signs	Closed
Solicitor - Long-Term Mobile		Citywide	Long Term Mobile Business Unit (Shaved Ice Truck)	Closed
Sign		48 TARN TER	Installation of Commercial Signs	Closed
Building	Renovation/Conversion	10701 NEW GEORGES CREEK ROAD SW	NEW TENANT LAYOUT RESTAURANT	Pending
Burning		31 S GRANT ST, APT. 1	Burning Brush	Closed
Grading	Major Grading	101 Meshach Frost Village	Replacement of gas lines	Closed
Use & Occupancy		82 E MAIN ST	Commercial Use & Occupancy	Closed

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Use & Occupancy		10701 NEW GEORGES CREEK ROAD SW	Commercial Use and Occupancy	Closed
Solicitor - Seasonal Mobile		351 E MAIN ST	Additional Distribution Point for Chick-fil-A LaVale to serve products off site	Closed
Certificate of Appropriateness		101 E MAIN ST	Posts with a beam and rafters and purlins and metal roof panels	Closed
Building	Accessory Structure	101 E MAIN ST	Installing Rooftop on Existing Deck	Pending
Building	Accessory Structure	108 BRADDOCK ROAD	Installation of 10'x16' Storage Shed	Closed
Utilities		4 S BROADWAY	Overlash 417' of (1) 96 Fiber to existing Strand & attach 1283' of new Strand and Fiber west on E. Mechanic Street to 4 S. Broadway	Closed
Burning		64 MEADOW ROAD	Burning Brush	Closed

Total Records: 17

10/3/2022

CITY OF FROSTBURG
SEPTEMBER 2022 BUDGET REPORT

NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
01-000-4000	TAXES-REAL ESTATE	2,557,000	1,091.85	2,603,293.95	101.8
01-000-4001	PERSONAL PROPERTY TAXES	12,000	8,748.15	9,480.30	79.0
01-000-4002	PUBLIC UTILITY TAXES	190,000	93,192.00	93,192.00	49.1
01-000-4003	CORPORATION TAXES	130,000	40,328.73	72,034.26	55.4
01-000-4004	PRIOR YEAR TAXES	2,000	-	(227.31)	-
01-000-4005	TRAILER TAX	1,600	-	140.00	8.8
01-000-4010	INTEREST ON TAXES	50,000	1,150.84	5,204.23	10.4
01-000-4011	TAX CREDITS	(2,000)	-	-	-
01-000-4012	TAX ABATEMENTS	(3,000)	-	(1,121.99)	-
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	1,000	-	-	-
01-000-4020	MARYLAND INCOME TAXES	575,000	16,150.35	95,484.58	16.6
01-000-4021	ADMISSION TAXES	20,000	-	-	-
01-000-4022	HOTEL MOTEL TAX	130,000	20,124.93	20,124.93	15.5
01-000-4023	HIGHWAY USE TAX	343,700	-	-	-
01-000-4024	COAL TAX	2,500	-	-	-
01-000-4025	HOUSING AUTHORITY	12,000	-	-	-
01-000-4027	PAYMENT IN LIEU OF TAXES	3,900	-	-	-
01-000-4031	LIQUOR LICENSES	10,000	-	-	-
01-000-4032	TRADERS LICENSES	10,000	190.97	1,141.79	11.4
01-000-4040	POLICE GRANTS	40,200	1,114.04	4,593.56	11.4
01-000-4041	PARKING METERS	18,000	2,341.97	4,229.95	23.5
01-000-4043	POLICE PROTECTION GRANTS	135,000	-	-	-
01-000-4045	FINES & FORFEITURES	15,000	835.00	2,100.00	14.0
01-000-4046	METER VIOLATIONS	2,000	50.00	270.00	13.5
01-000-4047	FROSTBURG STATE UNIV - MOU	200,000	-	50,000.00	25.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000	7,500.00	7,500.00	25.0
01-000-4050	PERMITS, PLANNING, ETC	2,500	685.00	1,090.00	43.6
01-000-4051	BUILDING PERMITS	2,500	130.00	555.00	22.2
01-000-4052	RENTAL REGISTRATION	74,000	160.00	320.00	0.4
01-000-4054	CONSTRUCTION INSPECTIONS	15,000	4,315.65	10,190.65	67.9
01-000-4055	CODE ENFORCEMENT CITATIONS	1,750	250.00	250.00	14.3
01-000-4056	COMM DEV GRANT REVENUE	50,000	-	-	-
01-000-4060	SWIMMING POOL	50,000	849.00	29,369.00	58.7
01-000-4062	DAY CAMP REGISTRATIONS	12,000	-	7,227.00	60.2
01-000-4063	RECREATION ACTIVITIES	15,000	2,380.39	7,843.59	52.3
01-000-4200	OPERATING TRANSFER - WATER FUND	137,650	11,471.00	34,413.00	25.0
01-000-4201	OPERATING TRANSFER - SEWER FUND	224,750	18,729.25	56,187.75	25.0
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	16,850	1,404.25	4,212.75	25.0
01-000-4250	NSF FEES	-	33.00	143.00	-
01-000-4301	RENTS	97,500	8,124.86	24,374.58	25.0
01-000-4302	HRD APPROPRIATION	10,350	850.00	2,550.00	24.6
01-000-4303	FRANCHISES - GAS, TV, ETC	88,000	-	-	-
01-000-4304	MISCELLANEOUS REVENUE	1,000	115.14	656.81	65.7
01-000-4306	PROJECT REIMBURSEMENT	1,350,000	-	-	-
01-000-4307	INSURANCE REIMBURSEMENTS	-	-	1,585.06	-
01-000-4315	PROCEEDS FROM FUND BALANCE	99,860	-	-	-
01-000-4317	SPECIAL REVENUE	826,000	54,304.76	54,304.76	6.6
01-000-4600	INTEREST INCOME	15,000	25,313.20	52,160.83	347.7
CORPORATE FUND Revenue Total		7,575,610	321,934.33	3,254,874.03	
01-100-5000	EXECUTIVE SALARIES	22,200	1,850.00	5,550.00	25.0

CITY OF FROSTBURG
SEPTEMBER 2022 BUDGET REPORT

NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
01-100-5010	SOCIAL SECURITY	1,700	141.55	424.65	25.0
01-100-5012	WORKERS COMP	175	10.75	56.25	32.1
01-100-5050	LEGISLATIVE CONTINGENCIES	5,000	-	400.00	8.0
01-100-5104	INSURANCE - PUBLIC OFFICIALS	10,000	-	6,656.00	66.6
01-100-5150	TRAINING	2,500	475.00	475.00	19.0
01-100-5160	TRAVEL	3,500	-	569.84	16.3
01-100-5185	PROFESSIONAL FEES	5,000	-	4,594.78	91.9
Department Total		50,075	2,477.30	18,726.52	

ADMINISTRATIVE					
01-110-5000	SALARIES	188,500	16,965.01	34,335.38	18.2
01-110-5010	SOCIAL SECURITY	14,375	1,260.81	2,531.10	17.6
01-110-5011	PENSION	13,800	-	-	-
01-110-5012	WORKERS COMP	575	42.25	198.75	34.6
01-110-5013	INSURANCE - HEALTH	41,800	1,427.66	8,321.74	19.9
01-110-5014	INSURANCE - HEALTH RETIREE	22,200	1,553.81	6,671.08	30.1
01-110-5015	CONTRIBUTION - 457	1,875	158.19	316.38	16.9
01-110-5030	EMPLOYEE WELLNESS	7,500	-	-	-
01-110-5050	RESERVE FOR CONTINGENCIES	2,000	6,219.51	7,740.40	387.0
01-110-5100	INSURANCE - AUTO	600	-	527.00	87.8
01-110-5102	INSURANCE - GEN LIAB	150	-	86.00	57.3
01-110-5105	INSURANCE - PROPERTY	8,000	-	7,655.98	95.7
01-110-5106	INSURANCE - AD&D AND LIFE	4,200	318.00	1,248.00	29.7
01-110-5111	CONTRIBUTIONS - TOURISM	95,000	3,166.16	23,978.81	25.2
01-110-5150	TRAINING	1,500	-	503.50	33.6
01-110-5160	TRAVEL	500	-	-	-
01-110-5185	PROFESSIONAL FEES	1,600	-	200.00	12.5
01-110-5191	COMMUNICATIONS	13,320	543.27	1,566.90	11.8
01-110-5192	CITY CODE HOSTING	3,000	-	230.53	7.7
01-110-5200	ADVERTISING	6,000	826.00	860.27	14.3
01-110-5205	LEGAL	34,500	3,881.43	5,806.43	16.8
01-110-5207	PENSION ADMINISTRATIVE FEE	8,000	1,868.73	1,868.73	23.4
01-110-5210	OFFICE SUPPLIES	11,000	762.00	2,450.66	22.3
01-110-5220	POSTAGE	14,000	-	4,485.01	32.0
01-110-5230	COMPUTER EXP	17,500	507.00	1,521.00	8.7
01-110-5232	IT LICENSING AND FEES	25,000	-	10,354.76	41.4
01-110-5235	DIGITAL ENGAGEMENT	5,000	-	2,539.80	50.8
01-110-5300	BOARD EXPENSE	11,000	-	10,212.13	92.8
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,900	50,876.81	50,876.81	32.8
01-110-5500	BUILDING - ARMORY	12,000	249.89	814.71	6.8
01-110-5502	BUILDING MAINTENANCE	10,100	463.10	7,549.25	74.8
01-110-5550	UTILITIES - BUILDING	16,000	717.61	1,648.58	10.3
01-110-5700	BANK FEES	-	28.00	84.00	-
01-110-5807	CAPITAL OUTLAY	1,500,000	30,486.00	146,028.18	9.7
Department Total		2,245,495	122,321.24	343,211.87	

FINANCE					
01-120-5000	SALARIES	68,700	8,028.62	16,312.86	23.8
01-120-5010	SOCIAL SECURITY	5,225	600.65	1,207.20	23.1
01-120-5011	PENSION	6,300	-	-	-
01-120-5012	WORKERS COMP	200	12.25	64.75	32.4
01-120-5013	INSURANCE - HEALTH	15,500	803.83	3,971.15	25.6

CITY OF FROSTBURG
SEPTEMBER 2022 BUDGET REPORT

NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
01-120-5015	CONTRIBUTION - 457	675	34.59	69.13	10.2
01-120-5102	INSURANCE - GEN LIAB	125	-	86.00	68.8
01-120-5105	INSURANCE - PROPERTY	2,900	-	2,871.00	99.0
01-120-5150	TRAINING	1,000	-	-	-
01-120-5185	PROFESSIONAL FEES	700	-	384.00	54.9
01-120-5310	AUDITING	52,000	-	-	-
01-120-5311	ACTUARIAL STUDY	4,000	-	-	-
01-120-5313	TAX COLLECTION	2,800	-	-	-
01-120-5810	RETSA OBLIGATION	750	-	-	-
Department Total		160,875	9,479.94	24,966.09	
	COMMUNITY DEV				
01-130-5000	SALARIES	59,200	12,064.80	22,912.42	38.7
01-130-5010	SOCIAL SECURITY	4,500	877.98	1,657.68	36.8
01-130-5011	PENSION	5,400	-	-	-
01-130-5012	WORKERS COMP	175	10.75	56.25	32.1
01-130-5013	INSURANCE - HEALTH	7,900	1,445.09	6,636.98	84.0
01-130-5015	CONTRIBUTION - 457	575	-	-	-
01-130-5102	INSURANCE - GEN LIAB	150	-	86.00	57.3
01-130-5105	INSURANCE - PROPERTY	4,950	-	3,828.00	77.3
01-130-5150	TRAINING	500	-	-	-
01-130-5160	TRAVEL	700	-	-	-
01-130-5185	PROFESSIONAL FEES	850	-	760.00	89.4
01-130-5320	ECONOMIC DEVELOPMENT	8,000	-	1,000.00	12.5
01-130-5322	PLANNING	150,000	-	-	-
01-130-5323	PUBLIC ART	2,000	-	-	-
01-130-5820	COMMUNITY LEGACY PROJECTS	50,000	42,748.08	42,748.08	85.5
01-130-5822	SPECIAL PROJECTS	4,000	-	-	-
Department Total		298,900	57,146.70	79,685.41	
	CODE ENFORCEMENT				
01-140-5000	SALARIES	75,100	4,228.80	10,030.56	13.4
01-140-5010	SOCIAL SECURITY	5,700	307.98	721.31	12.7
01-140-5011	PENSION	6,875	-	-	-
01-140-5012	WORKERS COMP	225	13.75	72.25	32.1
01-140-5013	INSURANCE - HEALTH	23,200	482.07	3,376.71	14.6
01-140-5015	CONTRIBUTION - 457	750	-	-	-
01-140-5102	INSURANCE - GEN LIAB	150	-	86.00	57.3
01-140-5105	INSURANCE - PROPERTY	3,200	-	2,871.00	89.7
01-140-5150	TRAINING	2,400	-	-	-
01-140-5160	TRAVEL	600	-	7.59	1.3
01-140-5185	PROFESSIONAL FEES	300	-	-	-
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	11,700	-	11,649.90	99.6
01-140-5330	CODE ENFORCEMENT	5,000	-	-	-
01-140-5331	CONSTRUCTION INSPECT	14,000	3,520.00	4,145.00	29.6
01-140-5332	RENTAL INSPECTION	28,550	11,600.00	19,550.00	68.5
Department Total		177,750	20,152.60	52,510.32	
	PUBLIC WORKS ADMIN				
01-150-5000	SALARIES	53,400	6,300.02	13,033.57	24.4
01-150-5010	SOCIAL SECURITY	4,050	475.51	972.86	24.0
01-150-5011	PENSION	4,900	-	-	-

CITY OF FROSTBURG
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NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
01-150-5012	WORKERS COMP	175	10.75	56.25	32.1
01-150-5013	INSURANCE - HEALTH	9,600	602.07	2,422.38	25.2
01-150-5015	CONTRIBUTION - 457	525	21.69	42.78	8.2
01-150-5102	INSURANCE - GEN LIAB	150	-	86.00	57.3
01-150-5105	INSURANCE - PROPERTY	2,200	-	1,913.99	87.0
01-150-5150	TRAINING	1,500	-	-	-
01-150-5160	TRAVEL	1,000	-	803.86	80.4
01-150-5185	PROFESSIONAL FEES	2,100	-	-	-
01-150-5193	ONE CALL CONCEPTS	1,000	266.40	539.67	54.0
01-150-5340	ENGINEERING EQUIPMENT	3,000	-	12.59	0.4
01-150-5341	MAPPING SUPPLIES	7,500	5,000.00	5,000.00	66.7
01-150-5342	PUBLIC WORKS	7,400	-	372.59	5.0
Department Total		98,500	12,676.44	25,256.54	
PUBLIC SAFETY					
01-160-5000	SALARIES	998,200	104,445.51	216,636.89	21.7
01-160-5002	SALARIES - POLICE GRANTS	25,000	10,054.03	14,066.75	56.3
01-160-5003	COURT TIME	13,000	1,714.24	4,039.58	31.1
01-160-5010	SOCIAL SECURITY	79,200	8,469.62	16,930.19	21.4
01-160-5011	PENSION	95,250	-	-	-
01-160-5012	WORKERS COMP	142,000	8,721.00	45,791.00	32.3
01-160-5013	INSURANCE - HEALTH	234,300	14,503.55	74,978.45	32.0
01-160-5015	CONTRIBUTION - 457	44,000	3,079.59	7,112.62	16.2
01-160-5100	INSURANCE - AUTO	5,500	(3.00)	4,394.00	79.9
01-160-5102	INSURANCE - GEN LIAB	900	-	693.00	77.0
01-160-5103	INSURANCE - POLICE PROFESSIONAL	12,000	-	11,552.00	96.3
01-160-5105	INSURANCE - PROPERTY	6,000	-	4,727.23	78.8
01-160-5150	TRAINING	25,500	589.05	5,293.34	20.8
01-160-5170	UNIFORMS	15,000	-	1,141.93	7.6
01-160-5180	SAFETY EQUIPMENT	1,200	79.95	239.85	185.8
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500	3,669.28	4,347.28	23.5
01-160-5191	COMMUNICATIONS	30,160	1,995.85	7,348.61	24.4
01-160-5206	C3I CLERICAL SUPPORT	6,000	-	-	-
01-160-5210	OFFICE SUPPLIES	5,000	215.00	1,230.23	24.6
01-160-5350	FSU MOU	25,000	-	10,000.00	40.0
01-160-5380	POLICE REFORM	11,200	-	-	-
01-160-5390	MISCELLANEOUS EXPENSE	4,000	291.06	821.71	20.5
01-160-5400	GAS, OIL, GREASE	33,000	2,226.41	4,391.14	13.3
01-160-5401	AUTO EXPENSE	18,000	894.29	2,587.37	14.4
01-160-5420	FLEET LEASE	22,000	2,629.46	7,936.70	36.1
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000	299.27	560.49	14.0
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000	478.43	1,122.78	11.2
01-160-5700	PARKING METERS	2,000	-	-	-
01-160-5705	TRAFFIC CONTROL	2,000	-	-	-
01-160-5851	FIRE DEPT APPROPRIATION	236,980	-	59,245.00	25.0
Department Total		2,124,890	164,352.59	507,188.14	
PUBLIC WORKS - STREET					
01-170-5000	SALARIES	243,300	26,448.39	55,721.08	22.9
01-170-5010	SOCIAL SECURITY	18,600	1,905.18	3,976.77	21.4
01-170-5011	PENSION	21,300	-	-	-
01-170-5012	WORKERS COMP	16,800	1,031.75	5,417.25	32.3

CITY OF FROSTBURG
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NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
01-170-5013	INSURANCE - HEALTH	71,000	4,247.00	22,311.08	31.4
01-170-5015	CONTRIBUTION - 457	2,200	-	-	-
01-170-5018	UNEMPLOYMENT	1,000	-	-	-
01-170-5100	INSURANCE - AUTO	7,200	-	6,121.00	85.0
01-170-5102	INSURANCE - GEN LIAB	625	-	431.00	69.0
01-170-5105	INSURANCE - PROPERTY	5,600	313.00	4,466.86	79.8
01-170-5150	TRAINING	5,000	2,325.00	4,788.68	95.8
01-170-5170	UNIFORMS	8,000	440.53	3,088.96	38.6
01-170-5180	SAFETY EQUIPMENT	7,200	213.97	1,617.82	22.5
01-170-5191	COMMUNICATIONS	6,000	173.38	526.03	8.8
01-170-5210	OFFICE SUPPLIES	1,000	-	-	-
01-170-5400	GAS, OIL, GREASE	28,500	2,032.36	4,494.20	15.8
01-170-5420	FLEET LEASE	42,000	2,375.86	7,127.58	17.0
01-170-5550	UTILITIES - BUILDING	6,000	127.41	289.57	4.8
01-170-5711	SALT & ABRASIVES	150,000	-	-	-
01-170-5712	SIGN MAINTENANCE	8,000	242.48	242.48	3.0
01-170-5713	STREET EQUIPMENT MAINTENANCE	90,000	1,142.39	10,060.73	11.2
01-170-5714	STREET LIGHTING	155,000	7,538.18	16,324.55	10.5
01-170-5715	STREET MAINTENANCE REPAIRS	105,625	13,273.14	35,934.24	34.0
01-170-5716	STREET SHOP EQUIPMENT	90,000	1,027.35	5,995.18	6.7
01-170-5717	STREET LIGHTING REPAIRS	30,000	3,223.44	7,430.44	24.8
01-170-5800	CAPITAL OUTLAY	60,000	59,290.00	80,060.00	133.4
01-170-5861	STREET PAVING	600,000	3,615.25	6,897.25	1.2
01-170-5865	PARKING LOT MAINTENANCE	15,000	-	-	-
Department Total		1,794,950	130,986.06	283,322.75	
RECREATION					
01-180-5000	SALARIES	205,750	24,595.20	48,797.59	23.7
01-180-5010	SOCIAL SECURITY	15,750	1,796.64	3,510.45	22.3
01-180-5011	PENSION	13,400	-	-	-
01-180-5012	WORKERS COMP	14,225	873.75	4,587.25	32.3
01-180-5013	INSURANCE - HEALTH	55,300	3,559.45	15,891.51	28.7
01-180-5015	CONTRIBUTION - 457	2,000	75.09	150.18	7.5
01-180-5100	INSURANCE - AUTO	2,500	-	2,073.00	82.9
01-180-5102	INSURANCE - GEN LIAB	450	-	344.00	76.4
01-180-5105	INSURANCE - PROPERTY	11,000	-	10,357.11	94.2
01-180-5150	TRAINING	300	-	-	-
01-180-5160	TRAVEL	750	-	-	-
01-180-5170	UNIFORMS	4,000	309.95	555.08	13.9
01-180-5180	SAFETY EQUIPMENT	500	-	-	-
01-180-5400	GAS, OIL, GREASE	7,000	726.29	2,838.81	40.6
01-180-5420	FLEET LEASE	11,000	388.31	1,164.93	10.6
01-180-5503	ARMORY EXPENSE - GYM	10,000	127.40	338.20	3.4
01-180-5504	COMMUNITY CENTER	12,000	922.47	2,260.63	18.8
01-180-5510	CITY PLACE	9,500	385.88	1,068.71	11.3
01-180-5720	BEAUTIFY THE BURG EXPENSE	2,000	-	-	-
01-180-5721	REC EQUIPMENT MAINTENANCE	5,000	-	535.61	10.7
01-180-5722	REC LEAGUE APPROPRIATIONS	3,000	-	-	-
01-180-5723	REC PARK MAINTENANCE EXPENSE	68,000	7,675.54	21,105.91	31.0
01-180-5724	STREET TREE MAINTENANCE	7,500	-	-	-
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000	-	766.00	38.3
01-180-5726	RECREATIONAL PROGRAMS	9,000	(241.81)	1,412.75	15.7

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Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
01-180-5800	CAPITAL OUTLAY	-	5,391.67	5,391.67	-
	Department Total	471,925	46,585.83	123,149.39	
	RECREATION-POOL				
01-181-5000	SALARIES	66,000	8,373.54	36,417.53	55.2
01-181-5010	SOCIAL SECURITY	5,050	640.57	2,785.95	55.2
01-181-5012	WORKERS COMP	4,600	282.50	1,483.50	32.3
01-181-5018	UNEMPLOYMENT	500	-	-	-
01-181-5507	POOL OPERATING	35,000	3,690.98	13,371.48	38.2
	Department Total	111,150	12,987.59	54,058.46	
	RECREATION - DAY CAMP				
01-182-5000	SALARIES	21,300	-	12,573.90	59.0
01-182-5010	SOCIAL SECURITY	1,650	-	961.96	58.3
01-182-5012	WORKERS COMP	1,500	92.00	483.00	32.2
01-182-5018	UNEMPLOYMENT	500	-	-	-
01-182-5507	DAY CAMP OPERATIONS	500	87.00	229.59	45.9
	Department Total	25,450	179.00	14,248.45	
	RECREATION - SEASONAL				
01-183-5000	SALARIES	13,200	3,027.38	7,447.63	56.4
01-183-5010	SOCIAL SECURITY	1,025	231.60	569.75	55.6
01-183-5012	WORKERS COMP	925	56.75	298.25	32.2
01-183-5108	UNEMPLOYMENT	500	-	484.20	96.8
	Department Total	15,650	3,315.73	8,799.83	
	CORPORATE FUND Expenditure Total	7,575,610	582,661.02	1,535,123.77	
02-000-4000	WATER SERVICE REVENUE	1,420,000	30,374.12	255,052.89	18.0
02-000-4001	INTEREST EARNED - WATER	1,500	529.46	1,207.84	80.5
02-000-4313	GAIN ON DISPOSAL OF ASSETS	-	9,342.50	9,342.50	-
02-000-4315	PROCEEDS FROM FUND BALANCE	92,475	-	-	-
02-000-4317	SPECIAL REVENUE	750,000	122,845.20	122,845.20	16.4
02-000-4402	SALE OF METERS	6,000	-	2,250.00	37.5
02-000-4403	TAPPING FEES	7,000	-	2,500.00	35.7
02-000-4404	SUNDRY SALES	20,000	1,506.12	7,341.06	36.7
02-000-4600	INTEREST INCOME	-	4.99	19.27	-
	WATER FUND Revenue Total	2,296,975	164,602.39	400,558.76	
	WATER - ADMIN				
02-190-5000	SALARIES	57,500	6,667.82	13,549.90	23.6
02-190-5010	SOCIAL SECURITY	4,350	490.02	989.74	22.8
02-190-5011	PENSION	5,250	-	-	-
02-190-5012	WORKERS COMP	175	10.75	56.25	32.1
02-190-5013	INSURANCE - HEALTH	12,450	666.76	3,684.32	29.6
02-190-5015	CONTRIBUTION - 457	575	54.99	110.20	19.2
02-190-5313	COLLECTION EXPENSE	2,500	-	-	-
02-190-5370	FMHA BOND	750	-	666.00	88.8
02-190-5600	CORPORATE OVERHEAD	137,650	11,471.00	34,413.00	25.0
	Department Total	221,200	19,361.34	53,469.41	
	WATER - FILTRATION				
02-192-5102	INSURANCE - GEN LIAB	1,100	-	862.00	78.4

CITY OF FROSTBURG
SEPTEMBER 2022 BUDGET REPORT

NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
02-192-5105	INSURANCE - PROPERTY	11,500	-	9,177.52	79.8
02-192-5106	INSURANCE - BOILER & MACHINERY	4,900	-	4,545.60	92.8
02-192-5521	PUMPING SYSTEM EXPENSE	60,000	1,294.58	8,807.37	14.7
02-192-5522	PURIFICATION PLANT MAINTENANCE	190,000	-	-	-
02-192-5710	FILTRATION CONTRACT PAYMENT	564,000	89,881.72	126,281.67	22.4
Department Total		831,500	91,176.30	149,674.16	
	WATER - SUPPLY				
02-194-5000	SALARIES	27,700	3,357.60	6,819.12	24.6
02-194-5010	SOCIAL SECURITY	2,100	256.86	521.67	24.8
02-194-5011	PENSION	2,500	-	-	-
02-194-5012	WORKERS COMP	1,900	116.75	613.25	32.3
02-194-5015	CONTRIBUTION - 457	275	-	-	-
02-194-5506	HYDRO FACILITY EXPENSE	5,000	-	-	-
02-194-5550	UTILITIES / WATER SUPPLY	5,000	222.37	522.98	10.5
02-194-5730	WATER SUPPLY EXPENSE	50,000	-	905.56	1.8
Department Total		94,475	3,953.58	9,382.58	
	WATER - DISTRIBUTION				
02-196-5000	SALARIES	212,400	24,607.20	49,987.28	23.5
02-196-5010	SOCIAL SECURITY	16,250	1,808.55	3,628.63	22.3
02-196-5011	PENSION	19,550	-	-	-
02-196-5012	WORKERS COMP	14,700	902.75	4,740.25	32.3
02-196-5013	INSURANCE - HEALTH	55,700	3,276.25	15,608.64	28.0
02-196-5015	CONTRIBUTION - 457	2,050	41.61	83.22	4.1
02-196-5100	INSURANCE - AUTO	3,600	-	3,280.00	91.1
02-196-5102	INSURANCE - GEN LIAB	1,300	-	862.00	66.3
02-196-5105	INSURANCE - PROPERTY	3,300	-	2,294.38	69.5
02-196-5150	TRAINING	500	-	16.95	3.4
02-196-5170	UNIFORMS	4,000	307.85	554.13	13.9
02-196-5180	SAFETY EQUIPMENT	4,100	79.95	239.85	5.9
02-196-5191	COMMUNICATIONS	9,200	875.37	2,691.56	29.3
02-196-5210	OFFICE SUPPLIES	500	-	210.00	42.0
02-196-5390	MISCELLANEOUS EXPENSE	28,550	-	-	-
02-196-5400	GAS, OIL, GREASE	8,000	2,914.92	4,123.81	51.6
02-196-5420	FLEET LEASE	24,000	1,725.91	5,277.73	22.0
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500	262.63	575.96	4.6
02-196-5550	UTILITIES - WATER DISTRIBUTION	2,600	137.56	335.76	12.9
02-196-5700	DISTRIBUTION EXPENSE	90,000	13,289.90	20,345.03	22.6
02-196-5701	DISTRIBUTION PIPE EXPENSE	5,000	-	-	-
02-196-5702	EQUIPMENT MAINTENANCE	5,000	-	-	-
02-196-5703	FIRE HYDRANTS EXPENSE	15,000	1,700.00	1,700.00	11.3
02-196-5704	TRANSMISSION MAINS EXPENSE	12,000	20,119.56	21,569.56	179.8
02-196-5740	METERS EXPENSE	190,000	1,373.00	8,226.00	4.3
02-196-5800	CAPITAL OUTLAY	410,000	90,967.25	90,967.25	22.2
Department Total		1,149,800	164,390.26	237,317.99	
WATER FUND Expenditure Total		2,296,975	278,881.48	449,844.14	
03-000-4000	SEWER CHARGES	1,925,000	52,460.39	284,623.36	14.8
03-000-4001	INTEREST EARNED - SEWER	2,700	1,023.23	2,133.24	79.0
03-000-4317	SPECIAL REVENUE	654,000	615.36	615.36	0.1
03-000-4404	SUNDRY SALES	1,500	-	-	-

CITY OF FROSTBURG
SEPTEMBER 2022 BUDGET REPORT

NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
03-000-4501	BAY RESTORATION FUND REVENUE	-	47,169.70	68,309.70	-
03-000-4503	SEWER TAP FEES	7,500	-	2,500.00	33.3
03-000-4530	PROJECT REIMBURSEMENTS	71,000	-	-	-
Department Total		2,661,700	101,268.68	358,181.66	
03-220-4520	CSO SURCHARGE REVENUE	405,000	97,046.88	145,801.88	36.0
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,000	246.13	419.33	41.9
03-220-4530	PROJECT REIMBURSEMENTS	2,461,450	51,470.00	51,470.00	2.1
Department Total		2,867,450	148,763.01	197,691.21	
SEWER FUND Revenue Total		5,529,150	250,031.69	555,872.87	
SEWER - ADMIN					
03-210-5000	SALARIES	57,500	6,667.82	13,549.90	23.6
03-210-5010	SOCIAL SECURITY	4,350	490.02	989.74	22.8
03-210-5011	PENSION	5,250	-	-	-
03-210-5012	WORKERS COMP	175	10.75	56.25	32.1
03-210-5013	INSURANCE - HEALTH	12,450	666.55	3,677.86	29.5
03-210-5015	CONTRIBUTION - 457	575	54.99	110.20	19.2
03-210-5313	COLLECTION EXPENSE	2,500	-	-	-
Department Total		82,800	7,890.13	18,383.95	
SEWER - OPERATING					
03-211-5000	SALARIES	151,200	21,121.81	42,913.70	28.4
03-211-5010	SOCIAL SECURITY	11,550	1,515.00	3,046.51	26.4
03-211-5011	PENSION	17,175	-	-	-
03-211-5012	WORKERS COMP	10,500	645.00	3,386.00	32.3
03-211-5013	INSURANCE - HEALTH	59,000	3,305.67	15,941.60	27.0
03-211-5015	CONTRIBUTION - 457	1,800	154.74	309.48	17.2
03-211-5100	INSURANCE - AUTO	2,000	-	798.00	39.9
03-211-5102	INSURANCE - GEN LIAB	625	-	431.00	69.0
03-211-5105	INSURANCE - PROPERTY	5,000	-	4,125.51	82.5
03-211-5150	TRAINING	1,000	100.00	100.00	10.0
03-211-5170	UNIFORMS	3,000	144.95	474.55	15.8
03-211-5180	SAFETY EQUIPMENT	1,000	-	378.98	37.9
03-211-5191	COMMUNICATIONS	2,400	206.83	508.44	21.2
03-211-5400	GAS, OIL, GREASE	9,750	969.54	2,649.67	27.2
03-211-5520	PUMPING STATION MAINTENANCE	6,000	-	-	-
03-211-5600	CORPORATE OVERHEAD	224,750	18,729.25	56,187.75	25.0
03-211-5761	SANITARY COMMISSION CHARGES	1,220,000	6,310.68	86,317.46	7.1
03-211-5762	SANITARY COMM-TRANSMISSION PROJ	11,800	-	2,929.05	24.8
03-211-5763	SEWER OPERATING EXPENSE	55,000	18.32	4,568.94	8.3
03-211-5764	SEWER PUMPING EXPENSE	6,000	91.73	3,407.98	56.8
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	725,000	-	-	-
Department Total		2,524,550	53,313.52	228,474.62	
CSO					
03-220-5391	INTEREST EXPENSE	3,650	-	2,438.05	66.8
03-220-5392	DEBT REDEMPTION	23,150	-	-	-
03-220-5800	CAPITAL OUTLAY	2,895,000	182,247.29	323,103.39	11.2
Department Total		2,921,800	182,247.29	325,541.44	
SEWER FUND Expenditure Total		5,529,150	243,450.94	572,400.01	

CITY OF FROSTBURG
SEPTEMBER 2022 BUDGET REPORT

NOTE: Audit adjustments for the year ending June 30, 2022 are incomplete.

Account Id	Account Description	Budget	Sep 2022 Rev/Expd	YTD Rev/Expd	% of Budget
04-000-4000	WATER TAP SURCHARGE	913,000	189,673.71	310,374.51	34.0
04-000-4001	INTEREST EARNED SURCHARGE	1,600	376.03	655.69	41.0
04-000-4317	SPECIAL REVENUE	175,000	-	-	-
PINEY SURCHARGE FUND Revenue Total		1,089,600	190,049.74	311,030.20	
04-200-5313	WATER SURCHARGE COLLECTION EXPENSE	2,500	-	-	-
04-200-5391	INTEREST EXPENSE	79,625	3,808.70	5,719.80	7.2
04-200-5392	DEBT REDEMPTION	766,400	4,586.30	4,586.30	0.6
04-200-5800	CAPITAL OUTLAY	175,000	-	-	-
04-200-5802	CAPITAL REPAIRS	66,075	-	-	-
PINEY SURCHARGE FUND Exp Total		1,089,600	8,395.00	10,306.10	
05-000-4000	TRASH & GARBAGE CHARGES	368,000	109,916.35	148,018.35	40.2
05-000-4001	INTEREST EARNED - TRASH	1,200	336.56	528.57	44.1
05-000-4315	PROCEEDS FROM FUND BALANCE	44,500	-	-	-
05-000-4317	SPECIAL REVENUE	-	190,000.00	190,000.00	-
05-000-4404	SUNDRY SALES	1,000	150.00	750.00	75.0
GARBAGE FUND Revenue Total		414,700	300,402.91	339,296.92	
05-230-5000	GARBAGE ADMIN. SALARIES	57,500	6,667.74	13,549.76	23.6
05-230-5010	SOCIAL SECURITY	4,350	490.00	989.72	22.8
05-230-5011	PENSION	5,250	-	-	-
05-230-5012	WORKERS COMP	175	10.75	56.25	32.1
05-230-5013	INSURANCE - HEALTH	12,450	666.71	3,678.02	29.5
05-230-5015	CONTRIBUTION - 457	575	54.99	110.19	19.2
05-230-5313	COLLECTION EXPENSE	2,500	-	-	-
Department Total		82,800	7,890.19	18,383.94	
05-232-5000	GARBAGE OPERATING SALARIES	85,600	9,764.32	19,779.75	23.1
05-232-5010	SOCIAL SECURITY	6,550	693.21	1,387.68	21.2
05-232-5011	PENSION	7,875	-	-	-
05-232-5012	WORKERS COMP	5,925	364.00	1,911.00	32.3
05-232-5013	INSURANCE - HEALTH	24,900	1,438.70	6,770.80	27.2
05-232-5015	CONTRIBUTION - 457	825	80.94	161.88	19.6
05-232-5100	INSURANCE - AUTO	2,200	652.00	2,248.00	102.2
05-232-5102	INSURANCE - GEN LIAB	400	14.00	273.00	68.3
05-232-5105	INSURANCE - PROPERTY	3,600	-	2,976.82	82.7
05-232-5170	UNIFORMS	3,075	109.70	227.70	7.4
05-232-5180	SAFETY EQUIPMENT	500	-	324.98	65.0
05-232-5210	OFFICE SUPPLIES	500	-	131.00	26.2
05-232-5400	GAS, OIL, GREASE	12,600	1,131.00	1,719.17	13.6
05-232-5600	CORPORATE OVERHEAD	16,850	1,404.25	4,212.75	25.0
05-232-5770	ASH DUMPSTER	3,500	-	-	-
05-232-5771	BULK CLEANUP EXPENSE	10,000	-	-	-
05-232-5772	LANDFILL CHARGES	130,000	3,911.16	21,380.12	16.5
05-232-5773	SANITATION OPERATING EXPENSE	17,000	105.00	20,984.62	123.4
05-232-5800	CAPITAL OUTLAY	-	190,000.00	190,000.00	-
Department Total		331,900	209,668.28	274,489.27	
GARBAGE FUND Expenditure Total		414,700	217,558.47	292,873.21	

**CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING SEPTEMBER 30, 2022**

Tax Type - Year	Principal Receivable at 08/31/22	Billings	Receipts Principal	Interest	Abatements/ Adjustments	Principal Receivable at 09/30/22
Real Estate - 17/18	\$ 227.70	\$ -	\$ -	\$ -	\$ -	\$ 227.70
Real Estate - 18/19	467.40	-	109.37	-	-	358.03
Real Estate - 19/20	1,030.92	-	-	-	-	1,030.92
Real Estate - 20/21	23,381.60	-	1,304.34	393.93	-	22,077.26
Real Estate - 21/22	74,685.34	-	2,634.66	645.15	-	72,050.68
Real Estate - 22/23	1,748,461.08	1,091.85	993,207.70	-	-	756,345.23
Real Estate - overpayments	-	-	6,442.08	-	719.73	(5,722.35)
Real Estate Total	<u>\$ 1,848,254.04</u>	<u>\$ 1,091.85</u>	<u>\$ 1,003,698.15</u>	<u>\$ 1,039.08</u>	<u>\$ 719.73</u>	<u>\$ 846,367.47</u>
Personal Prop - 20/21	\$ 293.45	\$ -	\$ -	\$ -	\$ -	\$ 293.45
Personal Prop - 21/22	388.50	-	-	-	-	388.50
Personal Prop - 22/23	124.35	8,748.15	51.30	-	-	8,821.20
Personal Property	<u>\$ 806.30</u>	<u>\$ 8,748.15</u>	<u>\$ 51.30</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,503.15</u>
Public Utility - 22/23	<u>\$ -</u>	<u>\$ 93,192.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 93,192.00</u>
Corporation - 19/20	\$ 40.36	\$ -	\$ -	\$ -	\$ -	\$ 40.36
Corporation - 20/21	2,246.32	-	-	-	-	2,246.32
Corporation - 21/22	22,131.26	-	534.15	96.12	-	21,597.11
Corporation - 22/23	10,511.40	40,328.73	9,094.05	15.64	-	41,746.08
Corporation Total	<u>\$ 34,929.34</u>	<u>\$ 40,328.73</u>	<u>\$ 9,628.20</u>	<u>\$ 111.76</u>	<u>\$ -</u>	<u>\$ 65,629.87</u>
NST - Returned Check Fee Taxes	<u>\$ -</u>	<u>\$ 30.00</u>	<u>\$ 3.00</u>	<u>\$ -</u>	<u>\$ (27.00)</u>	<u>\$ -</u>
Total	<u><u>\$ 1,883,989.68</u></u>	<u><u>\$ 143,390.73</u></u>	<u><u>\$ 1,013,380.65</u></u>	<u><u>\$ 1,150.84</u></u>	<u><u>\$ 692.73</u></u>	<u><u>\$ 1,014,692.49</u></u>

`CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of September, 2022

Submitted by: [Gene Bittinger maintenance Supervisor]

Sept 1 2022

Checked parks

Weed eated Glendening

Hauled millings to Hoffman

Filled gas jugs

Sept 2 2022

Checked parks

Worked at Hoffman getting ready for Beverage Fest

Sept 6 2022

Checked parks

Cleaned up from beverage festival

Put new battery in truck #41

Sept. 7

Checked parks

Fixed door at City Hall meeting room

Fixed fence at MT Pleasant

Changed oil and rotated tires on truck #40

Sept 8 2022

Checked parks

Picked supplies for Dog Park bathrooms

Fueled pickup

Cleaned trash at City Hall

Sept 9 2022

Checked parks

Cut grass around the pool, Armory

Picked up supplies for Water Dept.

Set up and tore down farmers market

Took supplies to field 8

Sept 12 2022

Checked parks

Worked on bathrooms at the Dog Park

Worked on zero mower

Sept 13 2022

Checked parks

Cut ST Mikes, MT Pleasant, Hoffman

Cut East End, Greene ST. and Dog Park

Sept 14 2022

Checked parks

Cut grass at Glendening

Helped water Dept.

Sept 15 2022

Checked parks

Cut trees off overlook at trail head

Sept 16 2023

Checked parks

Picked supplies for East End fence

Installed fence at East End

Cut the grass around the pool, Armory, Pavilions

Sept 19 2022

Checked parks

Cut the grass at the Trail Head

Finished bathrooms at the Dog Park

Helped Street Dept at Lyons

Sept 20 2022

Checked parks

Went to Staff meeting

Worked on the pool concession

Picked up supplies for pool

Sept 21 2022

Checked parks

Helped water dept

Finished installing sink at the pool concession

Fixed toilet in men's pool bathroom

Put rain spout on little pavilion at City Place

Sept 22 2022

Checked parks

Cut grass at MT Pleasant, East End, Dog Park, Greene ST.

Brought Santa's House to City Place

Put new eye on dusk to dawn light at Hoffman

Worked on trailer side boards

Sept 23 2022

Checked parks

Helped Patrick at the Lyons building

Helped tony at Lyons Park

Sept 26 2022

Checked parks

Meant with Tony at Lyons

Cut two trees off walking trail at Glendening

Fixed gate at the Rifle Range

Fixed fence at Hoffman

Put new flag up at East End

Sept 27 2022

Checked parks

Started spreading mulch at Glendening playground

Fixed tire on tractor

Sept 28 2022

Checked parks

Took paint to field 8 for Lonnie

Made templates for parking meters and Lamp post

Meant with Paul at Community field

Fixed picnic table at Community pavilion

Cut tree at Glendening

Sept 29 2022

Checked parks

Cut Glendening

Cut Hoffman

Picked new trailer jack

Sept 30 2022

Checked parks

Spread mulch at Glendening playground

Put new trailer jack on mower trailer

Cut grass around the pool and Armory

Cut grass at ST. Mikes

CITY OF FROSTBURG

Monthly Report: Police Department

For the Month of: September 2022

Submitted by: PCO Mary Gracie & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month of			September
2021	724	2022	1025
ARRESTS	On-View/Citations	17	
	Warrants Served	3	
	Summonses Served	2	
	Juvenile Arrests & Citations	0	
	TOTAL	22	
C3I INVESTIGATIONS	Cases	4	
COMMUNITY POLICING	Logged Activities	13	
PARKING	Parking Violations	57	
PRISONERS	Custodial Arrests	4	
PUBLIC SERVICE	Well-Being Checks	23	
	Emergency Petitions	7	
	Assist Other Agency	20	
	Request for Officer	43	
	Follow-Ups	15	
	Disturbance (Multiple Inc. Types)	51	
TRAFFIC	M/V Crashes	11	
	Traffic Details	80	
	DWI/DUI Arrests	3	
TRAFFIC STOPS	Total Number of Stops	159	
	Citations	48	
	Warnings	152	
	SEROs	6	
COLLECTIONS	Parking Meter Fines		\$50.00
	Other Parking Fines		\$835.00
	Parking Meter Collections		\$0.00
	Municipal Infractions Paid		\$0.00
	Parking Permits		\$20.00
	Miscellaneous		\$80.00
	Park Mobile (August)		\$110.54
This month year prior:	\$3,995.99	TOTAL	\$1,095.54

Respectfully Submitted,



Chief of Police

CITY OF FROSTBURG

Monthly Report: Street Department

For the Month of: September 2022

Submitted by: (Supervisor) Shane Elliott & Tony Frenzel (Asst Supervisor)

Sept 1, 2022 – Thursday

- Picked up garbage route in center section of town
- Hauled several loads of blacktop millings
- Finished putting down blacktop millings in Rec. Complex and use roller to level off parking area
- Met with Gas Company on Barnard Street over a new service issue
- Loaded up all traffic control devices needed for the Cruisin
- Put out blacktop risers where needed for blacktop crew
- Marked miss utility tickets and checked them in on computer
- Removed dead animal in roadway on Center Street
- Checked trash cans and emptied them where needed on Main Street
- Removed litter on Main Street, Water and Broadway
- Checked on a paving complaint on Centennial Street
- Picked up supplies from Frostburg Carquest
- Checked all sewer pumping stations
- Made an exhaust repair on garbage truck
- Worked the Cruisin setting up and taking down traffic control devices

Sept 2, 2022 – Friday

- Cut grass on stone wall and trimmed weeds along steps on Main Street
- Unloaded all traffic safety material used during the Cruisin
- Cut grass growing up through the sidewalks and curb lines on Main Street
- Helped Police Dept. remove items from storage room and hauled to rifle range
- Set out blacktop risers on Barnard Street for Belt Paving
- Checked and emptied all city trash cans
- Reloaded blacktop trailer with roller and hand tools
- Marked Miss Utility tickets and checked them in on computer
- Checked all sewer pumping stations – Added degreaser to all pumping stations
- Picked up litter along Main Street and Center Street
- Checked troublesome sewer main down off McCulloh Street for any issues
- Removed dead animal in roadway on Taylor Street
- Cleaned off catch basin grates where needed
- Swept and mopped breakroom, restroom and office area

P.2

Sept 3, 2022 – Saturday

Sept 4, 2022 – Sunday

Sept 5, 2022 – Monday – Labor Day Holiday – Checked CSO'S

Sept 6, 2022 – Tuesday

- Picked up garbage route on west end of town
- Checked and emptied city trash cans on Main Street
- Attended staff meeting at city hall
- Checked all sewer pumping stations – Ran weekly tests
- Picked up supplies from Frostburg Carquest
- Removed any litter on Main Street
- Checked on sewer complaint in wood line above Consul Road
- Marked miss utility tickets and checked them in on computer
- Met with homeowner over curbing complaint on Barnard Street
- Ran sewer camera in sewer main
- Checked all CSO locations and cleaned up debris where needed
- Removed glass and litter in roadway on Park Street
- Washed off all sewer camera equipment after use

Sept 7, 2022 – Wednesday

- Picked up garbage route on east end of town
- Had special garbage pick up on Allegany Steet
- Picked up supplies from Frostburg Carquest
- Marked miss utility tickets and checked them in on computer
- Performed oil changes on Trucks 3 and 6
- Checked about Sign complaint on Spring St.
- Removed any litter on Main Street
- Set out risers for the blacktop crew where needed
- Checked all sewer pumping stations
- Made repairs to a buried downspout due to blacktop program on Barnard Street
- Drained water safety tank
- Ran sewer camera and unclogged sewer line on Barnard Street at Maryland Avenue
- Cleaned off catch basins during heavy rain event

P.3

Sept 8, 2022 – Thursday

- Picked up garbage route in center section of town
- Checked on sewer repair site on Center Street
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera in sewer main on Maryland Avenue
- Cleaned litter off Main Street
- Had special garbage pick-up on Pinecrest Dr
- Checked all sewer pumping stations
- Marked emergency miss utility ticket for Electric Company
- Emptied city trash cans on Main Street where needed
- Checked CSO's and made a report
- Removed debris in roadway on Center Street
- Cleaned off catch basin grates and inlets around town
- Replaced street sign and straightened sign post
- Made plans to go get new garbage truck at Maryland Industrial Trucks in Baltimore
- Washed off sewer camera equipment after use

Sept 9, 2022 – Friday

- Checked and emptied city trash cans where needed
- Picked up litter on Main Street
- Cut weeds along tree grates and curbing where needed
- Set out risers and checked on blacktop crew on Victoria Lane
- Cut grass in front of high school, empty lot on Victoria Lane and Bowery Street
- Picked up new garbage truck from Maryland Industrial Truck in Baltimore
- Marked Miss Utility tickets and checked them in on computer
- Picked up supplies at Potomac Valley in Cumberland
- Checked all sewer pumping stations
- Installed new handicap sign and post on Frost Avenue
- Used push camera to locate and mark storm line on State Street
- Took invoices to be paid to city hall
- Repaired and installed a piece of 18" storm line on State Street that was hit and damaged
- Checked sewer repair site on Standish Street
- Weed eat along guardrail and removed debris on sidewalk at Depot Street
- Cleaned rest room and lunch room
- Replaced a faded stop sign on Maple Street due to a complaint
- Installed stop bars on Hill Street with Flint material at stop sign locations

P.4

Sept 10, 2022 – Saturday

Sept 11, 2022 – Sunday – Checked CSO's

Sept 12, 2022 – Monday

- Checked all CSO locations and made a report
- Repaired a roof leak on sewer tow trailer
- Checked water runoff complaint on Barnard Street
- Picked up yard waste all over town
- Installed new street sign and post on College Avenue
- Emptied city trash cans on Main Street
- Cleaned up around all CSO locations and trimmed weeds
- Repaired fuel line on Water Department work truck
- Cleaned off catch basin grates and curb inlets around town
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations – Ran weekly tests
- Removed litter on Main Street and debris in roadway on Center Street
- Cleaned the inside and outside of work truck #88
- Took yard waste to Frostburg Grows site

Sept 13, 2022 – Tuesday

- Picked up west end garbage route
- Trimmed tree limb overhanging roadway on First Street
- Checked all sewer pumping stations
- Used backhoe to level off roadway in Rec. Complex and also filled potholes on the backside with gravel
- Took equipment to Ruby's for welding repairs
- Checked sewer complaint off Hill Street – found no issues
- Picked up litter on Main Street
- Removed dead animal in roadway on West Main Street
- Checked all CSO locations
- Met with Ruby's on Main Street to discuss meter post repair
- Replaced street sign on Mechanic Street
- Marked miss utility ticked and checked them in on computer
- Used vac truck to wash down manholes where needed
- Picked up manhole protector on Victoria Lane that Belt Paving had left behind

P.5

Sept 14, 2022 – Wednesday

- Picked up garbage route on east end of town
- Removed litter on Main Street and Depot Street
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Had a C.S.O Inspection with MDE. Went around to all manholes and outfall locations to inspect and correct any problems
- Took truck #4 to State Street so the Water Department can use it on their job
- Picked up supplies at Car Quest
- Installed new vent visors on trucks #45 and #88
- Removed a tree grate that was sticking up on Bowery Street
- Met with Hayden at 42 Washington Street to look at an old storm drain
- Measured a sewer job up the Rec Complex to see how much pipe is needed and got depths on sewer main. Also met with Hayden at the jobsite
- Picked up a dead animal on Welsh Hill

Sept 15, 2022 – Thursday

- Picked up garbage route in center section of town
- Removed litter on Main Street
- Checked and filled all fluids where needed in trucks #6, #4 and truck #8
- Marked miss utility tickets and checked them in on computer
- Checked all sewer pumping stations
- Used four dump trucks and four drivers to help the Water Department clean out and haul away material from the drying beds at the filtration plant
- Marked an Emergency Miss Utility Ticket at 245 Armstrong Ave
- Fueled up both garbage trucks and topped off fluids
- Put away Kimball order
- Looked at a sign complaint on Frost Ave due to a complaint
- Washed out all the dump trucks after helping the Water Department
- Marked an Emergency Miss Utility ticket at 93 West Main Street
- Cleaned up debris and dirt in the parking lot
- Picked up litter on College Ave from Broadway to Center Street

P.6

Sept 16, 2022 – Friday

- Emptied city trash cans on Main Street where needed
- Removed litter on Main Street, Water and Broadway
- Swept garage floor and cleaned up tool benches
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Emptied out shop trash cans, cleaned rest room and lunch room
- Used sewer camera to locate and mark all sewer lines on Broadway and State Street
- Met with a roofing company to go over the roof at the Street Department
- Moved two dumpsters at the Rec Complex so the parking lot can be tared and chipped on Monday morning
- Installed a new no parking here to corner sign on Frost Ave @ Pine Street
- Looked at a sign complaint at 103 East Main Street due to a complaint
- Tested sewer pump over Hoffman and cleaned up electrical box
- Installed a new sewer cap on a cleanout near 107 Broadway
- Two guys helped the Water Department test pit for the storm line on Broadway Ave @ State Street
- Cut grass around the shop and trimmed weeds around the pipe inventory
- Trimmed trees/bushes around a stop sign on Dogwood Circle
- Picked up a dead animal on Shaw Street due to complaint

Sept 17, 2022 – Saturday

Sept 18, 2022 – Sunday

P.7

Sept 19, 2022 – Monday

- Checked on signage complaint on Spring Street and College Avenue
- Removed litter on Main Street
- Cleaned up debris in roadway on Bowery Street
- Marked miss utility tickets and checked them in on computer
- Removed dead animal in roadway on West College Avenue
- Checked and emptied city trash cans on Main Street
- Loaded up equipment onto lowboy for sewer job
- Checked all sewer pumping stations – Ran weekly tests
- Dropped off trash can to Rec. Department
- Repaired an electrical short and relay switch in garbage truck
- Cleaned and organized pipe storage shed
- Picked up supplies from PVIS in Cumberland
- Checked signage complaint on Main Street and contacted State Highway
- Worked most of the day installing new sewer line at Rec. Complex
- Replaced street signs at intersection of Frost Avenue and Water Street
- Trimmed trees where needed on Main Street
- Coned off work area and ran caution tap for safety at Rec. Complex
- Used bobcat to remove gravel from roadway

Sept 20, 2022 – Tuesday

- Picked up garbage route on west end of town
- Attended staff meeting at city hall
- Marked miss utility tickets and checked them in on computer
- Dropped off traffic cones in Rec Complex for Tar n Chip project
- Picked up litter on Main Street, Water and Broadway
- Attended Beatify the Burg meeting at city hall
- Checked all sewer pumping stations & added degreaser
- Worked at Rec. Complex most of the day installing more lengths of new sewer pipe
- Ran sewer camera in sewer line on First Street
- Cut grass around fence and Armory building
- Trimmed off overhanging tree limb on First Street
- Trimmed trees and bushes on Bowery Street
- Cleaned up glass and debris in roadway on Summit Place
- Washed off sewer camera equipment after use
- Inspected manholes on sewer main just off McCulloh Street for any issues
- Checked on vegetation complaint over Hoffman Road

P.8

Sept 21, 2022 – Wednesday

- Picked up garbage route on east end of town
- Tightened packing on sewer pump at Centennial Hill pumping station
- Checked all sewer pumping stations
- Took truck #4 to Smitty's and had new tires installed
- Checked on County Roads tar n chip progress at Rec. Complex
- Picked up manhole protector left behind on Grandview Drive
- Marked location for new street sign installation
- Picked up parts from Carquest
- Contacted Commercial Graphics to have city decals and numbers made
- Took fuel to fill equipment that's in use on new sewer line project site
- Removed dead animal in roadway on Grant Street per complaint
- Marked miss utility tickets and checked them in on computer
- Worked on new sewer line installation at Rec. Complex
- Cleaned litter off Main Street & debris in roadway on Grandview Drive
- Removed safety cones from Rec. Complex tar & chip project
- Picked up truck #4 from Smitty's Tire Shop

Sept 22, 2022 – Thursday

- Picked up garbage route in center section of town
- Met with State Highway on Main Street to discuss signage issues
- Took Truck 8 to Smitty's and had tires installed
- Picked up sign bracket found on Linden Street
- Checked all sewer pumping stations
- Worked on troubleshooting mechanical issues on truck 14
- Picked up new chain for chainsaw
- Marked miss utility tickets and checked them in on computer
- Cut tree up and removed from roadway on First Street
- Ran sewer camera in sewer system around the area of Village Parkway
- Worked at Rec. Complex most of the day with sewer project
- Removed litter on Main Street
- Went to MVA to get tags and title for newer garbage truck
- Cut trees and bushes out of ditch lines on Axon and Quantum Court
- Put deliveries away that had arrived
- Installed new tags on the newer garbage truck
- Washed off all sewer camera equipment after use

P.9

Sept 23, 2022 – Friday

- Checked all sewer pumping stations
- Straightened sign pole on Barnard St.
- Installed new chain on saw
- Checked on sewer gas complaint on Barnard St.
- Drilled sidewalk and installed new pole and sign on Main Street
- Cut grass and trimmed wall on Main Street
- Removed litter on Main Street, Bowery and Center Street
- Marked emergency Miss Utility ticket on Braddock Road
- Cleaned rest room, lunch room and garage bays
- Marked miss utility tickets and checked them in on computer
- Emptied out all shop trash cans
- Had one employee attend CDL training
- Cleaned off core drill bit and charged batteries after use
- Checked and emptied all city trash cans where needed on Main Street
- Finished trimming around and exposing cleanouts along ditches in Axon and Quantum Courts
- Set out safety cones to block off roadway on Spring St. for Water Department

Sept 24, 2022 – Saturday

Sept 25, 2022 – Sunday

Sept 26, 2022 – Monday

- Picked up litter on Main Street, Bowery and Center Street
- Installed radio in newer garbage truck for communication line with landfill
- Cut grass around tide gate, above tunnel on Center Street and Frostburg signs
- Worked on sewer project in Rec. Complex most of the day
- Checked all sewer pumping stations – Ran weekly tests
- Picked up truck #14 from Coburn Cummins in Grantsville
- Marked miss utility tickets and checked them in on computer
- Used Vac truck to help Water Dept. lactate water leak in Braddock Estates
- Marked 2 emergency Miss Utility tickets
- Adjusted street mirror on Mechanic Street due to complaint
- Checked and emptied all city trash cans on Main Street
- Dropped off street cones on Stoyer Street along side church building
- Put Kimball Midwest delivery way and organized

P10

Sept 27, 2022 – Tuesday

- Picked up garbage route on west end of town
- Filled water and fuel tanks on street sweeper
- Installed new No Parking this side signs on College Ave.
- Pressure washed body and bed of Truck 14
- Ran street sweeper along stone wall on Main Street to clean up debris
- Replaced no parking signs on Spring St.
- Marked miss utility tickets and checked them in on computer
- Removed 2 street signs and posts on Ormand Street
- Checked all sewer pumping stations
- Finished up on the sewer project at Rec. Complex
- Cleaned up debris in ditch lines on Axon and Quantum Court
- Removed litter and broken glass on Main Street
- Installed new banner bracket on light post on Main Street
- Hauled big stone to the backside of Rec. Complex
- Emptied and cleaned out street sweeper over at dump site
- Checked sewer odor complaint on Ormand Street – found no flow issues

Sept 28, 2022 – Wednesday

- Picked up garbage route on the east end of town
- Removed litter on Main Street
- Finished cleaning and organizing lower storage shed
- Picked up supplies from Lowes Home Center
- Checked all sewer pumping stations
- Picked up supplies from Southern States
- Marked miss utility tickets and checked them in on computer
- Put down grass seed and straw on new sewer line project site at Rec. Complex
- Finished up storage rack for hand tools in garage
- Picked up street cones at Beall Elementary School, St Michaels parking lot and Rec Complex
- Replaced street sign and straightened sign post
- Cleaned out tar cart for the year and put in storage building
- Removed dead animal in roadway on Taylor Street
- Checked culvert inlets and outlets around Village Parkway
- Removed tree limb and debris in roadway on First Street
- Cleaned up litter and gravel in roadway on Depot Street
- Called out due to sewer clog at Frost Elementary School

P.11

Sept 29, 2022 – Thursday

- Picked up garbage route in center section of town
- Cleaned up debris around sewer overflow and spread some lime
- Marked miss utility tickets and checked them in on computer
- Picked up paystubs and mail at city hall
- Checked all sewer pumping stations
- Filled jetter water tanks and fuel tank
- Checked all sewer mains intersecting County mains for any issues
- Removed any litter on Main Street
- Dye tested sewer main and cleanout on Shaw Street
- Cleaned inside and outside of truck #45
- Had a special garbage pick-up on Maple Street
- Cleaned water jets on vacuor truck
- Removed dead animal on Jenkins Street
- Finished weed eating ditch lines on Axon and Quantum Court
- Pressure washed garbage truck and checked all fluids
- Replaced light bulbs in pipe shed

Sept 30, 2022 – Friday

- Checked and emptied all City trash cans where needed
- Used lowboy trailer to pick up mini excavator and bring back to garage after completing sewer project
- Remove litter on Main Street, Bowery and Center Street
- Cleaned rest room, lunch room and office area
- Emptied out all shop trash cans
- Checked sewer main on Shaw Street to make sure of no further issues
- Added another no parking this sided sign on College Avenue
- Replaced a few faded out street signs around town
- Checked all sewer pumping stations
- Marked miss utility tickets and checked them in on computer
- Weed eat along stone wall on Main Street
- Used bobcat to spread gravel throughout parking lot at Rec Complex
- Washed off bobcat and mini excavator after use
- Greased and checked fluids on garbage truck and made repairs to rear step
- Made list of where street trees have been removed and need replanting in future
- Installed new speed limit sign on Bowery Street

City of Frostburg

Monthly Report: Water Department

For the Month of September, 2022

Submitted by: Jim Williams, Supervisor

September 1, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter readings
- Finished saw cutting State St.
- Reread water meter W. Main St.
- Final reading Hill St.
- 4-rereads for high consumption

September 2, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter readings
- Capped off 6" line State St.
- Hauled steel plates to State St.
- Loaded pipe on trailer for State St. line upgrade

September 5, 2022

- Holiday

September 6, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reads
- Worked on State St water line
- Turned water off Mechanic St. non payment
- Turned water on Talcot Ave.
- Read monthly master meters

September 7, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reads
- Worked on State St. water line
- Repaired water leak Center St with Braddock Construction
- Checked possible leak E. Main St

September 8, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reads
- Shut offs for non-payment
- Turned water off for Plumber on Grant St. to install new valve
- Worked on State St. water line

September 9, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Worked on water line State St.

- Six rereads high consumption

September 12, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Worked on water line State St.
- Final reading Bowery St.
- Loaded pipe on trailer for State St. line upgrade
- Turn water on from shut off list

September 13, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Turned water on Center St.
- Worked on water line State St.
- Read quarterly meter reads

September 14, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reads
- Worked on water line State St.
- Final reading on E. Main St.

September 15, 2022

- Checked Pumps @ Crestview Pump Station

- Marked Miss Utility Tickets
- Read quarterly meter reads
- Worked with contractors on Beall St. with water tie ins
- Cleaned out drying beds 18-truck loads

September 16, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Turn water off on Broadway for homeowner
- Worked on water line State St.

September 19, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Worked on water line State St.
- Saw cut Broadway for new water line
- Turn water on Frost Ave.
- Final reading W. Main St.

September 20, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Read quarterly meter reads
- Data log on E. Main St
- Worked on State St water line
- Final readings on Ormand St. and Maple St

September 21, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Turn water off non payment
- Worked on State St water line

September 22, 2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Worked on water line State St and Broadway
- Saw cut South Broadway
- Installed stone in drying beds at Treatment Plant
- Turned water on West Mechanic St and Ormand St.

September 23,2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Worked on water line State St and Broadway
- Read quarterly readings
- Repaired an 8"-water line Braddock Rd.
- Repaired an 6"-water line Spring St.

September 26,2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired 2"-service line Braddock Est.
- Located curb stops for contractor on Center St.

September 27,2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Cleaned up tools & trucks from water leaks
- Final readings Ormand St. & Braddock Rd.
- Checked property on Shaw St. to see if it is still off
- Reread 3 meters for high consumption

September 28,2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Finished saw cutting S. Broadway
- Reread water meters on Center St. possible leak
- Regular reading on East St. & turn water off for nonpayment
- Regular reading on Bobcat Ct.
- Assisted property owner with turning water off in basement Depot Terrance

September 29,2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Lower Consol Rd
- Organize supplies @ the shop & in the garage outback
- Cleaned out back of trucks

September 30,2022

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Repaired water meter on Maple St.
- Worked with blacktopping crew on E. College Ave. concerning valve boxes

ORDINANCE 2022-07

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG AMENDING ORDINANCE 2019-07 TO AMEND THE DEFINITION OF “PROJECT” USED THEREIN TO INCLUDE THE ACQUISITION AND DEMOLITION OF CERTAIN RESIDENTIAL RENTAL PROPERTIES AND THE DESIGN, ENGINEERING AND CONSTRUCTION OF A NEW PUBLIC PARKING LOT, WITH GREEN SPACE, LIGHTING AND RELATED IMPROVEMENTS THEREON.

WHEREAS, The City of Frostburg (the “City”) enacted Ordinance 2019-07 on September 19, 2019 (the “Existing Ordinance”), which authorized the issuance and sale of an aggregate principal amount of bonds of the City not to exceed Two Million Nine Hundred Thousand Dollars for the purpose of providing a portion of the funds necessary for financing and/or refinancing of the costs of improvements to the City’s existing public safety building to establish the Frostburg Municipal Center, including ADA upgrades, additions to the building and related items (collectively, the “Original Project”); and

WHEREAS, pursuant to the Existing Ordinance, the City issued and sold The City of Frostburg Infrastructure Bond, 2019 Series B in the original principal amount of \$2,576,814.32 (the “Bond”) to the Community Development Administration (the “Administration”); and

WHEREAS, the Original Project has been completed and proceeds of the Bond in the amount of \$214,412.00 remain unspent (the “Remaining Bond Proceeds”); and

WHEREAS, the City has requested and the Administration has agreed to allow the Remaining Bond Proceeds to be used to finance and refinance the acquisition and demolition of certain residential rental properties and the design, engineering and construction of a new public parking lot, with green space, lighting and related improvements thereon (the “New Project”); and

WHEREAS, the City reasonably expects to spend the Remaining Bond Proceeds to finance and refinance the New Project on or before March 1, 2023; and

WHEREAS, the City wishes to amend the Existing Ordinance in order to amend the definition of “Project” therein to include the New Project.

NOW, THEREFORE:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG, that the definition of “Project” in the Existing Ordinance is hereby amended to include (i) the costs of (A) improvements to the City’s existing public safety building to establish the Frostburg Municipal Center, including ADA upgrades, additions to the building and related items and (B) the acquisition and demolition of certain residential rental properties and the design, engineering and construction of a new public parking lot, with green space, lighting and related improvements thereon.

SECTION 2: BE IT FURTHER ORDAINED, that from and after the effective date hereof, the Existing Ordinance shall be deemed amended and supplemented as provided herein and all other terms and provisions of the Existing Ordinance shall remain in full force and effect.

SECTION 3: BE IT FURTHER ORDAINED, that in connection with the transactions contemplated by this Ordinance, any one or more of the Mayor of the City, the City Administrator of the City, and the Director of Finance of the City, acting within the scope of their respective authority, are hereby authorized and directed to approve, execute and deliver, on behalf of the City, any amendments, modifications or supplements to any documents, certificates or instruments executed and delivered by the City in connection with the issuance of the Bond and/or any additional documents, certificates or instruments deemed necessary or desirable by bond counsel to the City or bond counsel to the Administration in connection with the transactions contemplated by this Ordinance.

SECTION 4: BE IT FURTHER ORDAINED, that pursuant to the requirements of Section 311 of the Charter, the City shall promptly cause a copy of this Ordinance to be kept available for public inspection during normal business hours.

SECTION 5: BE IT FURTHER ORDAINED, that this Ordinance shall be effective the date it is adopted.

Introduced: October 20, 2022
Public Hearing: _____, 2022
Enacted: _____, 2022
Effective: _____, 2022

MAYOR AND CITY COUNCIL OF
FROSTBURG

By: _____
W. Robert Flanigan, Mayor

ATTEST:

Elizabeth Stahlman, City Administrator

RESOLUTION 2022-48

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:

- LED Street Lighting Upgrade
- Lions Park Light Retrofit to LED

ADOPTED this 20th day of October, 2022.

Frostburg Mayor and Council

BY _____
W. Robert Flanigan, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2022-49

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING A CONTRACT FOR THE PURCHASE OF ELECTRICITY.

WHEREAS, The State of Maryland has provided for under the Annotated Code the ability for electric customers to choose the supplier of their electricity; and,

WHEREAS, The City of Frostburg has contracted for electricity for a number of years through a cooperative or brokered solicitation of prices; and,

WHEREAS, in order for the local governments in Allegany County to achieve the best possible electricity pricing, the City of Frostburg, Allegany County Government, the City of Cumberland, and LaVale Sanitary Commission have formed the “Allegany County Cooperative” to solicit electricity supply rates through the energy broker, Tradition Energy; and,

WHEREAS, Tradition Energy has presented the Allegany County Cooperative several quotes from electricity suppliers and a recommendation based on the market trends and research regarding future prices that the City enter into a new 18-month agreement for electricity beginning on May 1, 2023 at a rate offered to the other Cooperative members beginning in November 2022.

NOW, THEREFORE BE IT RESOLVED that the Frostburg Mayor & City Council do hereby accept the recommendation of Tradition Energy that the City, as part of the Allegany County Cooperative enter an electricity supply agreement for a rate of \$0.09295/kWh and a term of 18 months beginning on May 2023 and ending in November 2024 from Freepoint Energy Solutions; authorize the City Administrator to execute and any all documents related to the agreement, and further authorizes Tradition Energy to facilitate said agreement.

ADOPTED this 20th day of October, 2022.

Frostburg Mayor and Council

BY _____
W. Robert Flanigan, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2022-50

**A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION
OF THE STATE OF MARYLAND AUTHORIZING A CONTRACT FOR THE
REPLACEMENT OF THE ROOF OF THE FROSTBURG STREET DEPARTMENT.**

WHEREAS, The City of Frostburg's Street Department's rubber membrane roof has exceeded its useful life and is leaking; and,

WHEREAS, the City of Frostburg solicited quotes from various roofing contractors and advertised on e-Maryland Marketplace Advantage and received only 1 bid; and,

WHEREAS, The Director of Public Works considered re-bidding, but based on multiple conversations with area firms, they would not submit a bid at this time, and in consultation with the Commissioner Public Works, it is recommended that the contract is approved for the sole bidder.

NOW, THEREFORE, BE IT RESOLVED, the Mayor and City Council of Frostburg, Maryland authorize the Director of Public Works to award the contract to the low bidder, Vertex Roofing Contractors Inc. in the amount of \$131,400 for the replacement of the Street Department rubber membrane roof.

ADOPTED this 20th day of October, 2022.

Frostburg Mayor and Council

BY _____
W. Robert Flanigan, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2022-51

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND AUTHORIZING THE REBUILDING OF A VALVE FOR USE AT PINEY DAM.

WHEREAS, The City of Frostburg's Piney Dam infrastructure includes several valves; and,

WHEREAS, the valves wear with time and need to be replaced or rebuilt and one valve was removed after it failed and replaced with a new valve; and,

WHEREAS, the Director of Public Works recommends rebuilding the 8" Willamette Cone Valve and hydraulic cylinder in order to have additional redundancy in the system; and,

WHEREAS, it is the recommendation of the Director of Public Works to approve this contract as a sole source procurement as the proposal is from a firm that has significant familiarity with the City resource for which the purchase is sought;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Frostburg, Maryland authorize the Director of Public Works to award the contract to the Walter N. Yoder & Sons, Inc. \$30,250.00 to rebuild an 8" Willamette Cone Valve and hydraulic cylinder.

ADOPTED this 20th day of October, 2022.

Frostburg Mayor and Council

BY _____
W. Robert Flanigan, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2022-52

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND APPROVING A PROPOSAL FROM RK&K, LLP FOR SMOKE TESTING AND GIS MAPPING OF THE CITY'S SEWER AND STORM SEWER SYSTEM.

WHEREAS, The City of Frostburg is under a Consent Order from EPA to eliminate a combined sewer system by separating stormwater from sewer and removing illegal connections from the sewer; and,

WHEREAS, smoke testing is the industry standard for discovering illegal downspout connections, broken sewer connections, and other sources of rainwater infiltration to the sewer system; and,

WHEREAS, the City has made significant progress in mapping its buried water assets in a GIS system and various attributes of that infrastructure, but has not begun a comprehensive sewer mapping effort; and,

WHEREAS, it is the recommendation of the Director of Public Works to approve a proposal to smoke test all of the City of Frostburg, and as part of that effort map the buried sewer and stormwater infrastructure in a GIS system to be used by the Street Department, for sewer modeling, and for asset management purposes.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Frostburg, Maryland accept a proposal from RK&K, LLP for smoke testing, sewer and storm sewer mapping, and other ancillary work as described in the proposal dated September 19, 2022 in the amount of \$ 247,400.00 and further authorize the Director of Public Works execute the proposal and associated documents in order for RK&K to commence with work.

ADOPTED this 20th day of October, 2022.

Frostburg Mayor and Council

BY _____
W. Robert Flanigan, Mayor

Attest:

Elizabeth Stahlman, City Administrator

RESOLUTION 2022-53

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND DECLARING VEHICLES AND MISCELLANEOUS EQUIPMENT SURPLUS.

WHEREAS, The City of Frostburg owns vehicles, equipment, and other miscellaneous items that need to be sold or disposed of when no longer in use; and,

NOW, THEREFORE BE IT RESOLVED that the Frostburg Mayor and Council do hereby declare as surplus, and authorize the sale on govdeals.com or elsewhere through competitive means, or the recycling, or disposal of numerous items that have been accumulated at the Water, Parks and Recreation, and Street Departments including a 2007 Peterbuilt garbage truck, a sewer jetter truck, a trailer, a smaller roller, and other miscellaneous small items.

ADOPTED this 20th day of October, 2022.

Frostburg Mayor and Council

BY _____
W. Robert Flanigan, Mayor

Attest:

Elizabeth Stahlman, City Administrator