



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, December 16, 2025 at 5:30 PM

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

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Frostburg Blessing**
4. **Roll Call**

PRESENT

Mayor Todd Logsdon

Commissioner of Finance Donald Carter

Commissioner of Public Safety Kevin Grove

Commissioner of Water, Parks and Recreation Nina Forsythe

Commissioner of Public Works Adam Ritchey

5. **Approval of the Agenda**

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

6. **Approval of the Minutes**

A. Minutes from the November Council Meeting.

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

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

B. Minutes from the December 9, 2025 Closed Work Session Meeting.

Motion and Second to Approve the Minutes for the December 9, 2025 Closed Work Session Meeting.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety

Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

7. Special Presentations and Requests

- A. The Spirit of Frostburg Award: Mr. Benito Reyes.

8. Mayor and Commissioners Reports and Announcements

- A. Monthly Reports of the City Departments.

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

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- B. Garbage and Special Collections for 2026

9. Public Hearings

- A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

- A. Ordinance 2026-01** An Ordinance to Amend the City's Zoning Ordinance by Adding the Artisan/Small-Scale Manufacturing Land Use as a Permitted Use in All Residential Districts, and Changing the Classification of that Use from a Special Exception Use to Permitted Use in all Commercial Districts.

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove to approve Ordinance 2026-01 on First Reading and set the Public Hearing to take place at the regularly scheduled Mayor and Council Meeting on January 20, 2026 at 5:30 PM.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- B. Resolution 2025-59** Approving the Reappointment of Julia Williams to the Board of Zoning Appeals. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2025-59; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- C. Resolution 2025-60** Approving the Application of Evergreen Associates for a Commercial Tax Credit. Jon Miller, Director of Community Development.

Motion and Second to Approve Resolution 2025-60; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety

Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- D. Resolution 2025-61** Authorizing a Letter of Intent for the Development of the Center Street Project to be signed. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-61; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- E. Resolution 2025-62** Authorizing the City of Frostburg to Apply for, Accept, and Execute Grant and Loan Agreements for the CSO Project: Phase XB. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-62; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- F. Resolution 2025-63** Authorizing the City of Frostburg to Apply for, Accept, and Execute Grant and Loan Agreements for the CSO Project: Phase XC. Hayden Lindsey, Director of Public Works.

Motion and Second to Approve Resolution 2025-63; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- G. Resolution 2025-64** Authorizing the Early Termination of a Land Lease Agreement with Borden Mining Company. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-64; PUBLIC COMMENT; Vote of the Mayor and City Council.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- H. Resolution 2025-65** Confirming the Appointment of the City Administrator Upon Successful Completion of the Probationary Period. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-65; PUBLIC COMMENT; Vote of the Mayor and City Council.

Amended to include "Mr. O'Brien" in the third Whereas paragraph.

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

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

12. Open Public Comment

Kelly Meres - Appreciative of the updates this evening and the new email alert systems especially in regards to water outages.

Asked about the pantry including some additional items for the pantry like a dog walking station and the walkability of the area once it is open. The public was informed that a dog walking station is ready to be installed once the ground work is completed at the pantry.

Discussed questions and concerns about the city code in regards to rental properties and the smoke detector code that was discussed at the Mayor & Council Work Session. Concerned about the language surrounding when interconnected smoke alarms are required. Encouraged council to think not only about cost, but to think about safety as well.

13. Adjournment

The Mayor adjourned the meeting at 6:30 PM

Todd J. Logsdon, Mayor

Patrick O'Brien, City Administrator