TOWN OF BOLIVAR
MEETING MINUTES
AUGUST 4 2026 at 6:30pm
Bolivar Community Center

Chris Higdon, Mayor
Carolyn Beyer
Victoria Gale-Absent
Dan Jimeno
Sarah Shafer
Vacancy
P. Jean Reed, Recorder
Laura Whittington, Town Administrator

Pledge of Allegiance
Mayor Higdon asked everyone to stand for the Pledge of Allegiance.

Call to Order
Mayor Higdon called August 4, 2026, regular meeting of the Bolivar Town Council to order at 6:30pm. Mayor Higdon welcomed everyone to the meeting. Councilperson Victoria Gale was not in attendance at this meeting.

Treasurers Report
Mayor Higdon asked Laura to give the Treasurers report. Laura reported for the last month our income was $82,157, and our expenses were $35,952. Our net income was $46,204.
Laura explained all the remaining pages in detail. (See the financial statement for complete details.) Laura said Treasurer Eric Lewis will attend the September Meeting for a quarterly update and he will answer questions we might have at that time.
Mayor Higdon asked for a motion to approve Treasurers report.
Councilperson Sarah Shafer moved to approve the Treasurers Report as read. Councilperson Carolyn Beyer seconded the motion. Motion passed 4 – 0. Mayor Higdon thanked Laura for the report.

BUDGET RESOLUTION

Laura explained the reason for the Budget Revision is because we will finish the Street Paving project by the end of this week and we did not budget enough money because the bid was higher than what we budgeted. Laura said Acct. Number 440 City Hall will decrease by $40,000 and Account Number 752 Signs and Signals will decrease by $2,000. Account Number 750 Streets and Highways will increase by $42,000.

RESOLVED: That subject go approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPORITATION CURRENTLY EXISTS, as

shown on Budget revision number 2-General Fund (2026-2027), a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved **by Councilperson Dan Jimeno,** and duly seconded **by Councilperson Sarah Shafer** the vote thereon was as follows:

Carolyn Beyer	**Yes**	
Dan Jimeno	**Yes**	
Sarah Shafer	**Yes**	
Charlma Quarles	**Vacancy**	
Victoria Gale	**Absent**	
P. Jean Reed	**Yes**	**Motion passed 4 – 0**

WHEREUPON, **Mayor Chris Higdon,** declared said resolution duly adopted, and it is, therefore ADJUDGED AND ORDERED that said resolution be, and the name is, hereby adopted as so stated above, and the Mayor, Chris Higdon is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent **to the State Auditor for approval. (See attached Budget Revision for complete details)**

Town Attorney, Effie Kallas - Absent

Sheriff's Department Report and Public Comment

Corp. Hockman gave the report for the month of July 2026 as follows: Corp. Hockman reported we had 85 incidents this month. The breakdown consists of Road Patrols = 32, Directed Patrols = 18, Welfare Checks 4, Public Service 3, Traffic Stop 3, 911 Hang up 2, Foot Patrol 2, MVAInjury 2, Warrant Service 2, Alarm 1, AlarmATM 1, AttemptToLocate 1, CardiacArrest B1, CivilStandby 1.

Mayor Higdon thanked Corp. Hockman for his report.

Harpers Ferry National Historical Park Report-Superintendent Gossett

Superintendent Gossett was not in attendance for this meeting. Andrew Lee gave the report with the following updates. The Geotechnical testing at the train station has been completed. The seasonal closing of Maryland Heights for the Falcons protection. Friday, AUGUST 7 AT 7:00pm The Appalachian Chamber Music Festival will be held at Storer College.

MAYOR Higdon asked Mr. Lee if he had any update on the Byron. Mr. Lee said they are on schedule.

Mayor Higdon thanked Mr. Lee for the report

Approve Meeting Minutes – July 7, 2026

Mayor Higdon asked for corrections or changes to the minutes of July 7, 2026. Mayor Higdon asked for a motion to approve.

Councilperson Carolyn Beyer moved to accept the regular meeting minutes as presented for July 7, 2026. Councilperson Dan Jimeno seconded the motion. Motion passed 4 – 0.

Attendee Concerns:

None

Mayor's Report

- Mayor Higdon said unfortunately mother nature forced us to postpone our event that was scheduled to celebrate Bolivar. That ended up being a good decision as the storms did roll through here as forecast. I am looking forward to selecting a new date. I do want to praise everybody that stepped up with the Special Events Committee and History Committee. There was a lot of work that went into this. We look forward to announcing a new date which should be announced soon.
- Mayor Higdon said he has also been reading and studying our Ordinances. I have been doing this due to a property owner having difficulty navigating the ordinances as written. Some of our ordinances seem to be a bit confusing and not clear. Mayor Higdon would like to see an effort put forth to modernize somewhat all our ordinances. I intend on leaning on the Planning Commission for guidance to initiate a review and work together with that as they know the ordinances. I look forward to working with you on this project.
- Mayor Higdon had the opportunity to participate in the Chamber of Commerce State of the Towns Event held at the Jefferson Town Center on July 24. It was a great Q & A session with all five Mayors. All Mayors shared their views and came away shaking hands at the end. They hope to continue this meeting.
- Our Bolivar Children's Park upgrade will be starting maybe mid-August or September.
- Our repair of certain streets has started. Jefferson Street, Panama Street, Rowels Street and Cheney Street badly needed repair. We will continue repairing more streets closer to Spring.
- Bolivar is one of seven areas to receive one of these Solar bus stops. This should be completed by mid-August.

Committee Reports

Street Committee –Laura gave the street update earlier in this meeting.

Bolivar Planning Commission-

The next official meeting will be October 26, 2026, at 7:00pm

Parks & Recreation Committee

The new park equipment and mulch will be installed in September. No other report for this meeting

Canal Town Partnership

No Report

History Committee Report

Jeff Staats said at their meeting they made changes and corrections to our brochures and sent them on to the printer. Our next meeting is August 24 at 6:30pm.

Mayor Higdon thanked Jeff for all his work on the Brochure's and the committee work.

Water Commission Report

Laura gave a quick update from the Water Company. The Water Company will be putting in new infrastructure on Gilbert Street. This Only affects Gilbert Street residents. They will be notified individually. Steve will also be coming to Bolivar to check for damage from water leaks and repairs.

Councilperson Sarah Shafer asked about an area near the old Anvil Restaurant that needs repair that has been open since last year. Laura will check with Steve.

Board of Zoning Appeals

No Report

Special Events Committee

Councilperson Sarah Shafer said they have a meeting scheduled for August 11, 2026, at 6:30pm

Building Inspector Report

No Report

Old Business

1.Presentation from Ryan Nehar regarding Lantern Festival Event for 2026

Ryan Nehar gave an update on the Lantern Festival. Ryan said he has secured the instructors for both classes which is scheduled for the first two weeks in November here at the community center. The instructors are the same as last year. Ryan said he would like to propose a date for the lantern festival (12/21/26 We would be starting at 5:15-5;30PM at HF Middle School and traveling to the Bolivar Children's Park. Ryan said he has been arranging musicians and refreshments etc., that will be available at the park. Ryan said he received a copy of last year's budget, and he also mentioned talk of A GoFundMe page.

Mayor Higdon said he would like an overview of the paperwork for this project.

Ryan said he would have the paperwork in the office tomorrow. He again would like to secure a date for the lantern festival.

Councilperson Shafer said once we review all of Ryan's paperwork, financial plans and requests, we will determine what path with clear instructions Ryan will need to take.

Councilperson Carolyn Beyer said she did not realize the town could not have a GoFundMe Page and would like to know what we do if it goes bust. Can Ryan come back to the town and ask for funding.

Laura said yes, he can as, long as, any money received is returned.

Mayor Higdon thanked Ryan for all the hard work on the lantern festival.

2. Discuss/approve changes to Bolivar Municipal Election procedures per SB50

Mayor Higdon requested that this item be tabled for next month due to Attorney Kallas's absence.

New Business

1. **Discuss/Approve budget request from Harpers Ferry – Bolivar Historic Foundation**

   Mayor Higdon asked Lynn Prechekonis for an overview of the presentation given at our Council Meeting last month. This request of a $5000 donation will go toward Design Drawings and Restoration of the Historic First Zion Church.
   Mayor Higdon asked for a motion to approve.
   Councilperson Dan Jimeno asked which line item this donation would come from.
   Laura said #979 Capital Projects -Culture & Recreation.

Councilperson Carolyn Beyer moved to approve budget request of $5000 to Harpers Ferry-Bolivar Historic Foundation (Design Drawings for Historic First Zion Church Restoration)
Councilperson Sarah Shafer seconded the motion. Motion passed 4 - 0

2.Discuss/Approve funding request for Bolivar History brochure

Table until next month.

3. Approve the Appointment of individuals to the Municipal Nuisance Ordinance Review Committee

Councilperson Carolyn Beyer said she has talked to several people about serving on the Municipal Nuisance

Ordinance Review Committee. This was posted in our newsletter, website and posted at the Post Office. I have two people that have agreed to serve on this committee along with me. They are Betsy Self and Steve Paradis.

Mayor Higdon asked for a motion to approve.

Councilperson Dan Jimeno moved **to approve Betsy Self and Steve Paradis to serve on the Municipal Nuisance Ordinance Review Committee. Councilperson Sarah Shafer seconded the motion. Motion passed 4 – 0.**

Adjournment

Councilperson Sarah Shafer moved to adjourn the meeting. Councilperson Dan Jimeno seconded the motion. Motion passed 4-0. Meeting adjourned at 8:00pm

Chris Higdon, Mayor

P. Jean Reed
P. Jean Reed, Recorder

Next Meeting Tuesday, September 1, 2026 at 6:30 PM