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**TOWN OF NEW WINDSOR**  
**211 High Street - P. O. Box 609**  
**New Windsor, Maryland 21776**  
**Council Work Session Minutes**

May 15, 2017

**Present:** Mayor Roop, Council members – Sandee Custen, Ed Palsgrove, Kimberlee Schultz, Ed Smith and Dave Hoffman. Also present, Town Manager, Frank Schaeffer Town Clerk, and Donna Alban. There were 4 others in attendance.

**Call to Order:** Regular Work Session– Call to order at 7:00 P.M. by Mayor Roop.

**Oath of Office:** Mayor Roop administered the Oath of Office to Councilmember Edward Smith and Councilmember Edwin Palsgrove, members elected from the May 9, 2017 election. **A Motion by Councilmember Schultz to appoint Ed Palsgrove as Vice-President of Council, it was 2<sup>nd</sup> by Councilmember Hoffman and approved 5-0. All committees will remain the same.**

**FY18 Budget Public Hearing:** Mayor Roop opened the hearing on the FY18 Budget at 7:03 p.m. A summary on the Budget was presented by Town Manager Schaeffer, Hearing no comments from the Town Council or those in attendance, **A Motion by Councilmember Smith to close the hearing; it was 2<sup>nd</sup> and approved 5-0.**

**Regular Work Session reopened at 7:08 p.m.**

Mayor Roop stated he had received a phone call from Sheriff DeWees prior to the meeting and Cpl. Mark Tausen is being pulled from New Windsor as our sheriff on May 18, 2017. He has been assigned a new position. Deputy Dan Simmons will be patrolling with Cpl. Tausen in the next couple of days to take over as our Deputy for now.

**Approval of April 17, 2017 minutes:** A Motion by Councilmember Smith to approve, it was 2<sup>nd</sup> and passed 5-0.

**Agenda Items;**

- **FY18 Budget – Discussion and Adoption – A Motion by Councilmember Custen to adopt Ordinance 04-17-17(b), the FY18 budget, it was 2<sup>nd</sup> by Councilmember Schultz and approved 5-0.**
- **Notice of Intent to Reimburse – Sludge Press Project– Motion for Resolution 05-15-17 not to exceed Eight Hundred Eighty-five thousand (\$885,000.00) on the project by Councilmember Hoffman, 2<sup>nd</sup> by Councilmember Palsgrove and approved 5-0.**
- **Notice of Intent to Reimburse – A Motion by Councilmember Schultz, 2<sup>nd</sup> by Councilmember Palsgrove for Resolution 05-15-17(b), engineering for and**

**replacement of waterlines, lining and replacement of sewer lines and manholes and street lighting in conjunction with Maryland State Highway Administration Streetscape Project in the estimated maximum principal amount of Four Million Dollars (\$4,000,000.00)**

- **Sulphur Spring Park Addition Master Plan and Community Input** – A presentation by Grace Fielder of Grace E. Fielder & Associates, Chartered. After the presentation, Mayor Roop stated he would like more ballfields with a picnic area with pavilions. Councilmember Custen suggested a community swimming pool and a communal planting area. Resident, Susan Derdeyn of Church Street would like a walking/biking path around the perimeter. Councilwoman Schultz brought up the fact that we still need a new Public Works building. Jack Coe states to allow room for expansion of SBR tanks at the WWTP for future development demands.

**Town Manager Items:**

- Circuit Rider position was offered to Michael Reynolds; he has accepted and may start as early as Wednesday. We will be using him in conjunction with Union Bridge

**Mayor-**

A special Town Council meeting will be held on May 22<sup>nd</sup> at 7:00 for public hearing on the CDBG on the College and Blue Ridge street project.

Springdale Prep asked if the Town would help with the process of applying for a grant to help offset toward some of the renovation cost at the prep school.

The New Windsor Vol. Fire Dept. carnival parade on June 7<sup>th</sup> at 7 p.m.

Combination TC/WS will be held on June 14<sup>th</sup>.

**A Motion to adjourn the Work session was made at 8:20 p.m. by Councilmember Palsgrove; it was 2<sup>nd</sup> and approved 5-0.**

Respectfully submitted,  
Donna Alban, Clerk/Treasurer