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

September 17, 2018

**Call to Order of Regular Work Session:** Mayor Roop at 7:00 p.m. There were 6 others in attendance.

**Present:** Mayor Roop, Councilmembers – Sandee Custen, Ed Palsgrove, Ed Smith, Kimberlee Schultz and Dave Hoffman. Also present, Town Manager, Gary Dye, Water/Sewer – Jack Coe and Town Clerk, Donna Alban.

**Approval of Minutes:** A Motion by Councilmember Palsgrove to approve the August 20, 2018 minutes with the correction to completion of the sentence under Dog Waste Stations. It was 2<sup>nd</sup> and approved 5-0.

**Agenda Items:**

**Rental Housing and Commercial Enterprise Ordinance-** draft copy was passed out, Mayor and Council to review, forward comments to Town Manager

**Snader's Summit Public Works Agreement** –PWA was prepared by Town Attorney Ostrander and provided to you at the September 5<sup>th</sup> Town Council meeting. There have been changes incorporated by Town, developer, and that copy is before you tonight.

**FuTuRe PAYT Pilot Program, MOU, Funding Stream and discussion** – Councilmember Custen states that the MOU needs a start and end date. Everyone is in agreement. This will be put in the finalized copy of the MOU. After a discussion, **A Motion by Councilmember Palsgrove, 2<sup>nd</sup> by Councilmember Custen to accept the 8 month MOU, with start and end dates allowing the County to handle the revenue for the bags. It was approved 5-0.**

**209 High Street- L1 Building Purchase Discussion** – Town Manager instructed to keep communication open with Mr. Shugar's and to obtain estimates for black topping of parking area in rear of Mr. Shugar's property

**Pavement Restoration at water main break locations -**

**Background:** Town Manager requested two price quotations from Mid-Atlantic Utilities. One for 6" valve replacement at MD 31/High St. at intersection with Church St. which was \$15,445.00. On September 5<sup>th</sup>, 2018 MAU was on-site to perform work to replace the 6" valve. As reported at the September 5<sup>th</sup> Council meeting MAU was able to completely close the existing valve which stopped the leak. A decision was made to not repair or replace the valve as it will be replaced when we construct the High Street Water Main Replacement project. As a result, the revised price for the High St. valve repair is \$5515.00 which is \$9,930 less than anticipated.

The second proposal was for permanent asphalt patching of two water system repair locations within Church St. One location was a recent water main break on the lower end of Church St. below High St. and one is at the location of the 6" valve at intersection with High St. This quote is for \$5,675.00. MAU has posed the question to the Town do we want to have them do the permanent asphalt patching as quoted while they are still in New Windsor working on Blue Ridge and College Ave? Doing the work while MAU is in Town working will save mobilization charge of \$2,500.00

**Desired Action:** Further discussion and decision from Town Council to direct Mid-Atlantic Utilities to perform permanent asphalt patching in accordance with quote for \$5,675.00 or defer this work to another time. **A Motion by Councilmember Palsgrove to accept the \$5,675.00 quote from Mid-Atlantic Utilities, 2<sup>nd</sup> by Councilmember Schultz and approved 5-0.**

Note: HTI Contractors repaired the water line break on Church St. near 7-11 just before intersection with MD31 and they did the permanent asphalt patching for that repair on Friday 9/14/18.

**Council Items:**

- **Councilmember Custen**– Been speaking with Public Works employee, Wayne Myers and there is a need to place recycle containers at the Lion's Park, Tennis Court and Skate Park. No resolution.

**Mayor**

- Deadline for Military banners will be October 12th

**A Motion by Councilmember Smith to adjourn the regular Work Session meeting was made at 9:05 p.m. It was 2<sup>nd</sup> by Councilmember Schultz and approved 5-0.**

Respectfully submitted,  
Donna Alban, Clerk/Treasurer