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July 7, 2021 Town Council Minutes

Present: The July 7, 2021, Town Council meeting was attended by Mayor Green, Council Members, David Hoffman, Vice-President, Kimberlee Schultz, Sharon Gribbin-Lindemon, Kevin Cornick and William Holl in person at 209 High Street. Also, in attendance at 209 High Street were: Town Manager Dye, Town Clerk Alban and Town Attorney Ostrander. PW Director Myers and Admin/W-S Clerk Bartoszak attended via ZOOM. There were 17 others in the ZOOM meeting and 25 others in attendance in person.

Call to Order: The Town Council meeting was called to order by Mayor Green at 7:00 p.m.

Pledge of Allegiance: Mayor Green led the Pledge of Allegiance.

Recording and Agenda Policies: Mayor Green stated that the Town Meeting is recorded by electronic means and that the meeting will follow an Agenda. Anyone who wished to have a matter placed on the agenda needed to submit the topic to Mayor Green in writing by the last Wednesday of the month, by the close of the business day, which is 3:00 p.m. These items will be reviewed for approval.

Previous Meeting Minutes: A Motion by Councilmember Schultz to approve the June 2, 2021, minutes. It was 2nd by Councilmember Holl and was approved 5-0.

Mayor's Report:

Council Reports –

Public Works: Councilmember Dave Hoffman –

- Public works have been busy with normal mowing, pothole repair, and yard waste pickup. Yard waste has been changed to the 1st and 3rd Tuesdays of the month due to the new trash pickup day being on Wednesdays.
- They cleaned up the Stormwater areas.
- They have been watering the new landscaping at the 201 Main St Park project.
- Planning Commission met in June but there was no quorum for an official meeting.

Water & Sewer: Councilmember William Holl –

- The SCADA system requires an upgrade and PW Director Myers will relate more on that later in the meeting.
- The Rowe Road pedestal tank repair project has been delayed by the delay in parts shipment.
- There is also a delay in the shipment of new meters and radio read equipment due to the availability of meter supply.

Public Safety: Councilmember Kevin Cornick –

- Defer to Deputy Colussy for his report.
- There is an ongoing problem with speed in the communities and this will continue to be discussed with hopes of resolving this issue.

Economic Development: Councilmember Kimberlee Schultz –

- Carroll County Downtown did meet in June – on vacation and unable to attend
- Please continue to support local businesses

- Music on the Main will meet this Thursday at Town Hall – 7:00 p.m.

Community Enhancement: Councilmember Sharon Gribbin-Lindemon –

- **Discussion on new Town Christmas Décor** – After a short discussion, Council decided to have a post put on the Town Facebook page to poll residents on wreaths vs. snowflakes
- **Discussion on new HomeTown Heroes banners** – Old banners were shown and discussion on upgrading the quality of material for future banners. Also, Councilmember Gribbin-Lindemon suggested that the Town pay for replacement of existing HomeTown banners because of poor quality. No decision was made either topic but pricing will be obtained on both the HomeTown heroes banners and Christmas wreaths vs. snowflakes to be presented at a future meeting.
- **Atlee Ridge Walking Path dead trees** – Several trees were affected by a fungus and beavers have damaged several. This path is located in a flood zone which also contributes to their decay and ability to survive.

Community Deputy Colussy –

The Carroll County Sheriff's Office handled 59 calls for service during the dates of June 1, 2021 to June 30, 2021 responded to 59 calls for service within the town limits. 5 required reports and they are as follows:

June 3, 2021, Deputies were conducting traffic enforcement around the 2800 block of New Windsor Road. At that time, a vehicle stop was conducted for a traffic infraction. Upon contact with the driver, it was learned that the driver's driving privilege was currently suspended in Maryland. The driver was released on citations. Case was closed by arrest.

June 4, 2021, Deputies were conducting traffic enforcement around the 2800 block of New Windsor Road, at that time, a vehicle stop was conducted for a traffic infraction. Upon contact with the driver, signs of impairment were detected on the driver. The driver agreed to submit to the Standardized Field Sobriety Test and failed. Subject was taken into custody for suspicion of driving under the influence of alcohol. The driver agreed to submit to a breath test which resulted in .14 grams of alcohol per 210 liters of breath. Subject was released on citations. Case closed by arrest.

June 12, 2021, Deputies responded to the 400 block of Church Street regarding a fraud. Investigation revealed that unknown suspect(s) utilized the victims credit card to purchase several items online. Case remains open.

June 12, 2021, Deputies while on routine patrol observed a property damage motor vehicle accident on Church Street at New Windsor Road. Upon contact with the driver, signs of impairment were detected. The driver agreed to submit to the Standardized Field Sobriety Test and failed. The driver refused to submit a breath sample and was released on citations. Case closed by arrest.

June 18, 2021, Deputies responded to the 2800 block of New Windsor Road, regarding an assault. Investigation revealed that unknown parties engaged in a mutual assault where pepper spray was sprayed. All subjects were identified, and charges were filed regarding the incident. Case was closed by arrest.

All participants mentioned above are innocent until proven guilty in the court of law.

Other Notes:

National Night Out scheduled for Tuesday, August 3, 2021, from 6:30 to 8:30 PM at the Carnival Grounds. Please come out and support the event!

West Carroll Recreation: No Report

Fire Chief Report: Chief Byron Welker

June 2021 - 29 Fire
82 EMS
Year to Date: 165 Fire
417 EMS

A big Thank You to the Community for their support during carnival food week. There will be a crab feed coming up in September.

School is out so please drive sensibly and watch your speed.

The Fire Dept has entered a boat in the Flood Zone fundraiser contest on July 18th.

Town Manager Dye's Report:

Hillside Drive Water Leak

The leak was not at the location where the water surfaced which was near 310 Hillside. On Friday June 25th, PW Director Myers met with Mid-Atlantic Utilities to investigate the leak. It was determined to have Fluid Pinpointing Solutions called in to determine the specific location of the leak. It was pinpointed to be uphill from where the water had surfaced and was in front of 304 Hillside Ave. at a fire hydrant. Mid-Atlantic Utilities was able to find a new hydrant and valve and made the repair on Monday June 28th. Materials of any kind are a real problem and hard to get right now!

Water line was shut down at 8:30 which affected 8 properties. A new tee, valve and fire hydrant was installed and water service was restored by 11:00.

On June 30th, Public Works noticed the water had resurfaced at the original location near 310 Hillside. The leak is now thought to be at a water service lateral connection to the main. Mid-Atlantic Utilities was back on-site Wednesday July 7th. to find and repair the secondary leak.

Code Enforcement Officer Position

Town Clerk Alban, Zoning Administrator Schneeman and Town Manager Dye interviewed the one applicant on June 15th. Nicole Felder interviewed very well. She has over 25 years of law enforcement experience and retired from Baltimore City Police Department. She is a part time drivers education instructor and lives in Hampstead. Town Manager Dye prepared reference check letters and contacted the three references Nicole provided by email. My experience with hiring and checking references, is it's best to let the reference answer the questions on their own and respond via email. All three references were very good. Town Clerk Alban, Zoning Administrator Schneeman and Town Manager Dye agreed Nicole would be a good fit. On June 29th. I offered the position to Nicole Felder and she accepted. Town Clerk Alban emailed a welcome letter and employment package to Nicole and her scheduled start date is July 14th.

Review & Signing of Town Bills During TM Absence

Mayor Green and Councilwoman Schultz as Vice President have authority to approve and sign bills in TM's absence. Bills will need to be reviewed and approved twice a week on Tuesday's and Thursday's.

Dielman Inn – Plan Moving Forward

Former Mayor Neal Roop was in charge and leading the way on the Dielman Inn since the Town purchased the property in 2011. The current Mayor & Council need to decide what their vision and plan is for Dielman Inn and who is taking the lead moving forward.

In June of 2019 an application was submitted to State Dept. of Housing & Community Development (DHCD), Strategic Demolition Fund Program for a multi-phase foundation restoration project for Dielman Inn. Currently Phase 1 is \$350,000 grant for part of the foundation restoration from DHCD. Lewis Contractor's is overseeing Phase 1 and worked with their structural engineer subconsultant to prepare plans. Lewis Contractor's will then use the plans to solicit bids from contractors to do the foundation restoration work in Phase 1. Submittal or re-application for Phase 2 would be the next step. Not applying for Phase 2 would not look good in the eyes of DHCD and may hinder future grant applications for Dielman Inn and other projects because the State has already invested \$350,000 in Phase 1. However, that decision & direction falls to the current Mayor & Council, however, the deadline for FY-22 applications is tomorrow July 8th at 3:00pm. The application for Phase 2 was created in October 2020 and Mike Reynolds

tried to update the application today but was unable to do. He had to create a new application for FY-22 from scratch. So, it may be possible to submit by 3:00pm tomorrow but not sure. **A Motion by Councilmember Schultz to proceed with the Phase 2 application, 2nd by Councilmember Hoffman and approved 5-0.**

TM Notes:

A complaint was received through the Help Request form on Town website from a resident who lives on Graybill Ct. about loud music on weekends from Magnolia Manor. Town Attorney and Zoning Administrator are looking into this.

Ecology Services contract ended Tuesday June 29th. and they proceeded to remove all Ecology labeled recycling bins and some unmarked bins. Town staff was unaware they were removing the bins on their last pickup day. Is the Mayor & Council interested in sending a letter of displeasure to the CEO of Ecology? Unanimously YES Town Manager will compile letter.

Clerk-Treasurer's Alban's Report:

- Revenues and expenditures are still coming in and hopes to have the Profit and Loss report available for the Mayor and Town Council at the August Town Council meeting.

Water-Sewer Billing Clerk Bartoszak's Report: Water/Sewer bills were mailed out 7/2/2021. If you have not received one, please contact WS Clerk Bartoszak at the Town Office. As always, if you need special arrangements for payment, please contact Ms. Bartoszak as well. Finally, social media is not the place to conduct your questions or problems with your billing, please call Town hall at 410-635-6575 during normal business hours of 9-3 Monday- Friday.

Lehigh Update: No report

Old Business:

Swearing in of new Planning Commission member:

- Oath of Office was administered to David Grayson by Mayor Green.
- **SCADA System update** – Public Works Director Myers gave an overview to the Mayor and Town Council on the importance of this system for our daily Water/Sewer functions. The first installment was in 2012 for \$58,000.00 and additional installs in 2016 for \$47,000.00. As with any technology, the system requires an upgrade. Parts are becoming hard to obtain on the current system and more and more problems are arising. Councilmember Holl stated the MDE can help negotiate SCADA prices with vendors.

New Business:

Lions Club Baseball Field Draft License Agreement

TM prepared a draft License Agreement between the Town and Reapers Sports, Inc. Baseball Club. Agreement was sent to Town Attorney Ostrander for review and comment and sent to Mayor & Council on June 30th. for review and discussion tonight. **A Motion by Councilmember Gribbin-Lindemon to approve the agreement, 2nd by Councilmember Hoffman and approved 5-0.**

Language for Planning Commission Appointments

At the June Work Session meeting during the discussion and approval of new PC member, the Mayor & Council thought it was appropriate to investigate language relative to process for appointments to Planning Commission. It was the understanding that the Mayor & Council are looking for more specific qualifications on new members and the process for appointment. Town Attorney Ostrander drafted a basis for discussion which was emailed to Mayor & Council on June 24th. Town Council to review.

Possible Uses for 211 High St. Old Town Hall

Old Town Hall, 211 High St. has been vacant since mid-January 2020. Mayor Green requested discussion for possible uses, preferably a use that would generate some revenue. Town Council discussed and PW Director Myers stated he would get estimates from contractors on required repairs. Councilmember Holl suggested to obtain a real estate estimate, but no decision was made to proceed on that yet.

Atlee Ridge Walking Path

There is serious damage to the trees along the path. It is in a flood zone and beavers have also caused the damage. A year or so ago, a fungus wreaked havoc on the trees as well. Town Manager Dye will reach out to a reforestation contact and provide an update after that.

Residents' Concerns: Ron Warehime – 109 S. Springdale Rd., Terry Petry, 113 S. Springdale Road spoke to the Mayor and Town Council regarding the noise during a recent outdoor concert held at Seasons by Magnolia located at 111 S. Springdale Road. Owner, Jennifer Haddaway addressed the concerns of Mr. Warehime and Mr. Petry and other residents present in the audience and assured everyone that was a one-time event and apologized for the noise.

Announcements:

MML – Mayor Green and Councilmember Holl attended the MML Conference in Ocean City on June 27 – 29. Councilmember Holl was glad to be in attendance to witness local Union Bridge, Mayor Perry Jones as President of the MML handing off the gavel to the new President for the upcoming year.

The regular Town Council was motioned for adjournment by Councilmember Schultz at 8:45 p.m., 2nd by Councilmember Cornick and approved by a vote of 5-0.

Respectfully submitted,
Donna Alban, Clerk/Treasurer