

NEAL C. ROOP  
MAYOR  
E-mail:  
NRoop@newwindsor.md.org



Phone: 410-635-6575  
Fax: 410-635-2995  
E-mail:  
Info@NewWindsorMD.org

**TOWN OF NEW WINDSOR**  
209 High Street - P. O. Box 609  
New Windsor, Maryland 21776

### **May 4, 2022 Town Council Minutes**

**Present:** The May 4, 2022, Town Council meeting was attended by, Interim Mayor/Council Woman Kimberlee Schultz, Councilmembers, Sharon Gribbin-Lindemon, Kevin Cornick, Dave Hoffman and William Holl. Also, in attendance at 209 High Street were: Town Clerk Mangus, Town Manager Dye, Town Attorney Ostrander and Town Administrator Bartoszak. PW Director Myers, attended via ZOOM. There were 33 in person attendees and 15 others in the ZOOM meeting.

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

**Pledge of Allegiance:** Interim Mayor Shultz led the Pledge of Allegiance.

**Recording and Agenda Policies:** Interim Mayor Shultz 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 Interim Mayor Shultz 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.

**Charter Amendment Resolution:** A Motion by Councilmember Gribbin-Lindemon to approve Resolution 3-21-22C. It was 2<sup>nd</sup> by a Motion from Councilmember Cornick and approved by a vote of 5-0.

**FY23 Budget:** A Motion by Councilmember Hoffman to approve Ordinance 4-6-22. It was 2<sup>nd</sup> by a Motion from Councilmember Cornick and approved by a vote of 5-0.

**Mayoral Appointment:** A Motion by Councilmember Hoffman to appointment Mayoral Candidate Neal Roop as Mayor of New Windsor. It was 2<sup>nd</sup> by a Motion from Councilmember Cornick and approved by a vote of 4-0.

**Previous Meeting Minutes:** A Motion by Councilmember Holl to approve the April 6, 2022 minutes. It was 2<sup>nd</sup> by a Motion from Councilmember Gribbin-Lindemon and approved by a vote of 5-0.

### **Interim Mayor Report:**

Interim Mayor Kimberlee Schultz attended many meeting/events both in person and virtual to discuss and represent the Town of New Windsor. Meeting and events include but are not limited to the following...

- New Windsor Lion's Club Dinner
- Emailed Senator Ready thanking them for their support and funds for the in-town ENR upgrade.
- Historical Society of Carroll County Gala
- Signed documents for the Circuit Rider Grant and met with TM Dye
- Town Beautification Day
- Responded to emails from Delegate Krebs office regarding distribution of the Supplemental Budget funds
- Follow-up email with Commissioner Wantz on Street Scape funding

## **Council Reports –**

### **Community Enhancement: Councilmember Sharon Gribbin-Lindemon –**

- Thank you to all who came out for Town Beautification Day
- Memorial Day Celebration
- Home Town Hero Banners ETA-Veterans Day
- Music On The Main Meeting Tuesday May 10<sup>th</sup> @7pm

### **Public Works: Councilmember Dave Hoffman –**

- Public Works is in the process of performing maintenance work at the parks which include safety checks and cleaning
- Public Works turned on the water at the Lions Club Park-contact Kalena for info to rent
- Future plans include painting curbs and repairs to the tennis court and sign repair
- Planning Commission did meet in April
  - Continued work on the Comprehensive Plan revision—reviewed all 16 maps
  - Next scheduled meeting is May 23<sup>rd</sup>

### **Water & Sewer: Councilmember William Holl –**

- Following repairs/upgrades have been completed...
  - Chlorination tank check valve
  - Fan installation in panels at Hillside and Snaders Booster Station
- Future projects include Hillside well station piping upgrade and meter replacement, Snaders Booster Station internal piping upgrade and repair as well as water source exploration at Atlee.
- GMB contacting MDE to prepare a plan to drain, clean and repair Chlorination tank.

### **Public Safety: Councilmember Kevin Cornick –**

- Meeting with Terri Soos and Andrew Radcliff regarding the intersection of High & Church Street
- One opening for the Street Scape Citizen Committee

### **Economic Development: Councilmember Kimberlee Schultz –**

- Human Services Board still has money for water bill assistance for citizens
- Habitat for Humanity reached out for a meeting.

### **Community Deputy Colussy**

- 37 calls and resulted in 4 reports

### **West Carroll Recreation:** No updates

### **Fire Chief Report; Chief Byron Welker**

- 17 Fire calls, 83 EMS calls for April
- Total for the year 100 Fire calls, 297 EMS

### **Public Works Director Myers Report:** Nothing to report at this time

### **Code Enforcement Officer Freeland:**

- 9 Warnings for April - 7 have been closed 2 are currently still opened

### **Town Manager Dye's Report:**

- Met with GMB and PW Director on the following upcoming projects...
  - Blue Ridge PS Upgrade
  - WWTP ENR Preliminary Engineering Report
  - MD31 Water Main Improvements
  - GIS Mapping and Drawings
  - Chlorination Tank Cleaning/Improvements

**Clerk-Treasurer's Mangus's Report:** Nothing to report at this time

**Water-Sewer Billing Clerk Bartoszak's Report:**

- Bulk mailing issues
- Water late fees will be taking effect next week

**Lehigh Update:** Nothing to report at this time

**New Business:**

- Signage Code Discussion: Planning Commission has asked Town Attorney to draft verbiage for the Light industrial area of the Town Code to include banners/signage.
- Council Committees: Review of committees and working together on upcoming projects
- Moving of the Work Session Meeting to June 21<sup>st</sup> in observance of June 20<sup>th</sup> holiday

**Old Business:**

- Town Hall audio visual updated quote and breakdown
  - To be paid for with ARPA Funds
- ARPA documents were submitted on April 20<sup>th</sup> to the Federal Government

**Resident's Concern:** Nothing to report at this time

**Announcements:**

- Neal thanked the Town Council for hard work and being appointed to the Mayor position

**The Town Council meeting was motioned for adjournment at 8:30 p.m. by Councilmember Holl, 2<sup>nd</sup> by Councilmember Cornick and approved 5-0.**

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer