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

November 2, 2022, Town Council Minutes

Present: The November 2, 2022, Town Council meeting was attended by, Mayor Neal Roop Council Woman and Vice Chair Kimberlee Schultz, Councilmembers, Sharon Gribbin-Lindemon, Kevin Cornick, Dave Hoffman and William Holl. Also, in attendance at 209 High Street were: Town Manager Dye and Town Clerk Mangus. There were 4 in person attendees and 7 others in the ZOOM meeting.

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

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

Recording and Agenda Policies: Mayor Roop 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 Roop 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 Cornick to approve the October 5, 2022, minutes. It was 2nd by a Motion from Councilmember Gribbin-Lindemon and approved by a vote of 5-0.

Mayor Report:

Mayor Roop 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...

- Followed up on funding request for Streetscape
- Lions Club will donate \$1,000 for 3 years total of \$3,000 for the new trash bins
- Brethren Service Center will allow parking for the paving contractors
- Met with Jeff Childs on estimates for infrastructure improvements for the Dielman Inn

Council Reports –

Community Enhancement: Councilmember Sharon Gribbin-Lindemon –

- Meeting with PWD Myer on Oct 12th
- Attended the FGS 5K run
- Homeless camp looking for donations of winter items/toiletries/food/gift cards

Public Works: Councilmember Dave Hoffman –

- Public Works working on the seasonal change—leaf pick up
- Bulk Trash was Oct 15th collected 3 bins
- Rodkey did a test of Christmas Wreaths
- Planning Commission worked on comprehensive plan—Vision Statement on Nov. Work Session

Water & Sewer: Councilmember William Holl –

- No issues to report
- Well upgrades/SCADA system is working well and looking to be in great shape moving forward

Public Safety: Councilmember Kevin Cornick

- AV project at Town Hall looking to be completed in the next 2 weeks

Economic Development: Councilmember Kimberlee Schultz –

- Reminder HSP has funding to help with utility bills
- Downtown Group meeting on Nov. 15th small business passports are ready
- Uncle Matty's won best burger for the 100.7 The Bay Burger Week Competition

Community Deputy Colussy

- 59 Calls resulted in 4 reports
- Drug Take Back was on Oct. 29th collected 14.4 pounds from New Windsor
- Thank you to Mr. Carlson and The Reserve for your donation of Teddy Bears

West Carroll Recreation: Nothing to report currently

Fire Chief Report; Chief Byron Welker

- 21 Fire calls, 60 EMS calls for October
- Total for the year 275 Fire calls, 796 EMS
- December 3rd Breakfast with Santa 8:30am to 11am

Public Works Director Myers Report:

- Main Springs/Hillside
 - 2021 producing 90,052 gallons a day
 - 2022 producing 95,800 gallons a day
- Installation of a new base pump will ease the stress on older water lines
- Last month invested \$9,500 in new upgrades

Code Enforcement Officer:

- Big issue of cat litter smell
- Looking into the rental property yearly fee & Rental Housing Application

Town Manager Dye's Report:

- MD 31 Water Line
 - Pre-Bid meeting tomorrow at 10am
 - Questions due by Nov 14th
 - Bids due by Dec. 2nd
 - Bid approval at the Jan 4th Town Council meeting
- Public Works Position
 - Oct 26th application deadline
 - 4 interviews currently set up reaching out to 2 more applicants as well
- Utility Position
 - Nov 11th application deadline
- Stream Cleanup
 - Nov 5th from 9am to 12pm
 - Meeting at the Atlee Ridge Pump Station
- MDE Meeting
 - Zoom meeting held on Oct 27th
 - 3 sewage sludge permits
 - Use human waste as fertilizer
 - 1 permit is upstream from the Town's main water supply
 - In person meeting is being currently being set up to address more concerns

Clerk-Treasurer's Mangus's Report:

- FY22 Audit has been completed and submitted for the November deadline
 - Mike Samson looking to attend the December Council Meeting to review
- November is Municipal Government Works Month

Water-Sewer Billing Clerk Bartoszak's Report:

- Late Fees will be applied starting Monday

New Business:

- No new business at this time

Old Business:

- 2022 Road Paving
 - 1st street will be Church Street
 - Meeting set for tomorrow to go over plans and start date
- Circuit Rider Resolution
 - Town to participate in program

A motion by Councilmember Shultz to approve Resolution 11-02-22 and 2nd by Councilmember Hoffman and approved by a 5-0 vote.

- Lions Club Retain Wall
 - New RFP going out
- Christmas Tree
 - Currently still looking for a live balled tree
 - Tree Lighting December 4th, 6pm at Fountain Park
- FGS 5K
 - Thank you to all the sponsors
 - Revenue \$6,196 expenses \$2,831 for a total donation of \$3,365
 - Asking to approve \$35 donation from the Town to make it an even \$3,400
 - Split between Caring Carroll and WRRC \$1,700 each

A motion by Councilmember Holl to approve a \$35 donation and 2nd by Councilmember Gribbin-Lindemon and approved by a 5-0 vote.

Resident's Concern:

- No concerns at this time

Announcements:

- Saturday Dec 3rd breakfast with Santa at fire hall
- Stream Cleanup Nov 5th
- Blood drive 2-6pm at the Lions club
- Dec 17th ornament give away 10-1pm at the Heritage Center
- Saturday is the Annual Evergreen Festival in Westminster

The Town Council meeting was motioned for adjournment at 8:03p.m. by Councilmember Cornick, 2nd by Councilmember Gribbin-Lindemon and approved 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer