

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

December 7, 2022, Town Council Minutes

Present: The December 7, 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 Attorney Ostrander and Town Clerk Mangus. Town Manager Dye attended via Zoom. There were 10 in person attendees and 4 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 Gribbin-Lindemon to approve the November 2, 2022, minutes. It was 2nd by a Motion from Councilmember Schultz 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...

- Meeting with delegate Rose
- Lions Club recognition dinner
- Attended the Christmas Tree Lighting at Fountain Park
- Spoke with and invited to Town Council Meeting Conner Roberman
- Contacted Maryland Mid-Rail regarding a foot bridge
- Attended United America Dinner with Governor Hogan
- Followed up on Street Scape

Council Reports

Community Enhancement: Councilmember Sharon Gribbin-Lindemon –

- Decorated Fountain Park with Public Works Department
- Attended the Tree Lighting Ceremony
- Will be researching/pricing an artificial tree in January

Public Works: Councilmember Dave Hoffman –

- Public Works spoke with Rodkey Electric on the extension of wreaths
- Public Works oversaw the removal of Bees at old Town Hall building
- 40 Tons of salt have been delivered for the upcoming winter season
- Christmas Tree Pick-up January 5th, 12th and 19th
- Next Planning Commission Meeting will be January 23rd

Water & Sewer: Councilmember William Holl –

- November 23rd reports of cloudy water around town
 - Public Works ran samples/checked reports
 - Samples and reports were normal
- Any issues please call Town Hall even after business hours and follow the prompt
- Audio Visual update running into supply chain issues

Public Safety: Councilmember Kevin Cornick

- Attended the Dickerson Run Clean-up and Thank you to all who came out
- Attended the Tree Lighting Ceremony

Economic Development: Councilmember Kimberlee Schultz –

- Attended the Tree Lighting Ceremony
- Downtown Passport Program for small businesses will run through December 11th
- HSP—does have funding please contact if you need help with paying water/electric bill

Community Deputy Colussy

- 46 calls resulted in 1 report
- Effective December 8th Deputy Colussy will be transferred to a Patrol Squad
 - Thank you to the Town of New Windsor residents and staff

West Carroll Recreation: Nothing to report at this time

Fire Chief Report; Chief Byron Welker

- 43 Fire calls, 79 EMS calls
- Total for the year 318 Fire calls, 875 EMS
- Chief Byron Welker will be stepping down and the new Fire Chief will be Steve Kramer

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

Code Enforcement Officer: Nothing to report at this time

Town Manager Dye's Report:

- MD-31 Water Line Bids
 - 3 contractors—Mid-Atlantic Utilities, EMC Corporation and Delauter & Son
 - Currently evaluating them with GMB
 - Looking to award the Bid at the January 4th meeting
- Public Works Position
 - Interviewed 4 candidates twice
 - Out of the 4, one candidate was better suited for the Utility Position
 - Tyler Yingling was hired and starts December 14th
 - Re-advertise Public Works Position after the 1st of the year
- 2022 Road Paving
 - CPE started on lower Church Street today
 - Stone base was perfect and did not need replaced
 - Weather permitting, we will move forward or wait till the Spring
- Generator
 - Town's water supplies Bowersox's, Main Spring and Hillside need generators
 - Looking into grants to help funding
 - Back up plan will be the remaining \$1.3 million in ARPA funds
- Rental Housing Ordinance
 - Ordinance 10-03-18 took effect 12-10-18
 - March 2021 a draft of the Rental Housing Application was created/discussed
 - Never finalized and put into use
 - Please review and would like to finalize at the December 19th work session

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

Water-Sewer Billing Clerk Bartoszak's Report:

- 76 late notices were sent out on November 21st

New Business:

- FY22 Audit
 - Highlights:
 - Town received lots of grants for big projects
 - Net positive
 - \$416,394 General Fund
 - \$1,122,241 Enterprise Fund
 - Long Term Debt was reduced
 - Town of New Windsor in good financial shape for the upcoming year
- Conner Roberman
 - 5th grander wondering about safer ways to get to the basketball court from Atlee Ridge
- FY24 Budget Review Important Dates
 - February 1st 2023 will be the general budget discussion
 - February 21st 2023 will be revenue/expense projections
 - March 20th 2023 will have a draft budget for review
 - May 15th 2023 budget hearing and adoption
- Water and Sewer Projects
 - Water Projects
 - MD-31 Water Main Improvements estimated cost \$4,000,000
 - Main Spring Water Main Replacement estimated cost \$9,990,000
 - Water System Evaluation estimated cost \$100,000
 - Total estimated coast for all 3 projects \$14,090,000
 - Approximately \$346,678 already invested
 - Sewer Projects
 - Blue Ridge Pump Station Upgrade estimated cost \$500,000
 - Atlee Ridge Pump Station Upgrade estimated cost \$400,000
 - WWTP ENR Upgrade Preliminary Engineering Report estimated cost \$30,610
 - WWTP ENR estimated cost \$13,530,000
 - Sewer Lining estimated cost \$650,000
 - Total estimated cost for all 5 projects \$15,110,610

Old Business:

- Employee Handbook revisions
 - 4 new sections/revisions
 - On call policy, holiday pay, hybrid work schedule, benefits
- Lions Club Baseball Field Agreement
 - Reapers Baseball Club agreement changes were made
- Purchase of the New Dump Truck
 - Purchased on November 30th
 - PW Director Myers will be preparing RFP for the rest of the Dump Truck parts

Resident's Concern:

- Alex Cruickshank
 - Disappointment in the removal of Community Deputy Colussy
- Peggy Ricker
 - Disappointment in the removal of Community Deputy Colussy

- Cheri Thompson
 - Disappointment in the removal of Community Deputy Colussy

Announcements:

- Saturday December 10th from 10am to 1pm at the New Windsor Heritage Museum annual Christmas Tree Ornament giveaway and Frank Batavick will be there to sign updated copies of Time's Crossroads
- Lions Club Door Decoration Contest will be held on December 21st
- 2nd Annual Dream Big Union Bridge NYE celebrations will be held on December 31st

The Town Council meeting was motioned for adjournment at 8:50p.m. by Councilmember Hoffman, 2nd by Councilmember Cornick and approved 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer