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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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January 4, 2023, Town Council Minutes

Present: The January 4, 2023, 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, Town Clerk Mangus and Town Manager Dye. There were 19 in person attendees and 3 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.

Mayor and Council Recognitions: The Mayor and Town Council took a moment to recognize local businesses for their years of service to the Town and our residents. On hand to accept their awards were, Master Deputy Brian Colussy, Seasons at Magnolia Manor and Belisimo's. Business recognized but not in attendance Garber's Automotive, New Windsor Liquor & Deli and NWSB a division of ACNB.

Previous Meeting Minutes: A Motion by Councilmember Schultz to approve the December 7, 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...

- Emailed Senator Cardin's office regarding budgets
- Will be attending Carroll County delegation meeting on January 13
- Followed up on \$500,000 in the FY24 budget with the new Governor

Council Reports

Community Enhancement: Councilmember Sharon Gribbin-Lindemon –

- Priced artificial Christmas trees for next year
 - Display Sales \$1,732 + shipping for a 12-foot tree with lights
 - Raleigh's Outdoor Decor –no response from them
 - Mosca Design \$2,396 + shipping for an 11-foot tree with lights

Public Works: Councilmember Dave Hoffman –

- New Trash Bins have been placed throughout town.
- Several Emergencies on the water line
- Christmas Tree pick up will be 5th, 12th, and 19th of January.

Water & Sewer: Councilmember William Holl –

- Dec 24th frozen pipes at Pedestal Tank
- New Public Works Employee Tyler Yingling
- Leak @ WWTP was repaired and fixed for free.
- Pricing for a fence for Hillside Well

Public Safety: Councilmember Kevin Cornick

- Attended MML meeting and spoke with Susan Krebs
- Attended an event at the new updated Library in Westminster
 - Lots of different activities for everyone

Economic Development: Councilmember Kimberlee Schultz –

- Carroll County Passport—2 winners and both shopped @ New Windsor businesses.
- HSP has funds available to help with utilities.

Community Deputy McGinnis:

- 54 calls resulted in 4 reports.

West Carroll Recreation: Nothing to report at this time.

Fire Chief Report; Chief Byron Welker

- Total for 2022 362 Fire calls, 1,041 EMS

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:

- Rental Housing Application
 - Updates made to the draft/Letter to follow.
- New Dump Truck Updates
 - Plow mount installed
 - Looking into a hook system that will allow us to use the dump truck in more ways.

Clerk-Treasurer's Mangus's Report:

- FY23 Mid-Year Budget Updates
 - General Revenue Updates:
 - HUR received \$44,429
 - Real Property received \$341,000
 - Local Income Tax received \$104,705
 - General Expense Updates:
 - Submitted \$492,850 to the State for the Dielman Inn Project
 - Snow Removal spent \$4,033 to the \$10,000 that was budgeted.
 - Town Activities \$1,500 left for FY23
 - Enterprise Revenue Updates:
 - Water Hook Up Fees collected \$89,216—Sewer Hook Up Fees collected \$72,500
 - 9 lots have been sold budget numbers are based on 12 lots sold.
 - There are currently 11 lots left at Sander's Summit
 - Received \$8,045 in interest since we upgraded our checking accounts and swapped our 2 money market accounts
 - Enterprise Expense Updates:
 - Nothing out of the ordinary
 - Will be meeting with PWD Myers to go over a few invoices for coding reasons.

Water-Sewer Billing Clerk Bartoszak's Report:

- Water bills will be mailed on the 9th
- Newsletters will be mailed on Friday

New Business:

- Christmas Tree
 - Live vs. Artificial
 - Decision by Council to stay with live tree

Old Business:

- MD-31 Water Main Improvement Project
 - Bids were due on December 2nd, 2022
 - 3 contractors ECM Corporation @ \$3,055,969, Mid-Atlantic Utilities @ \$3,388,785 and W.F. DeLaughter & Son @ \$3,464,583.27
 - GMB reviewed all bids and recommends Mid-Atlantic Utilities

A motion to award the Maryland 31 Water Main Improvement Project to Mid-Atlantic Utilities was made by councilmember Holl, seconded by councilmember Cornick and approved by a 5-0 vote.

- Water/Sewer Rate Study Update
 - Virtual meeting set up on January 9th
- Leaf Machine
 - Offer was made to the town at \$6,500
 - Seal bid offer process starting at \$5,000
 - Town Manager reaching out to Bill Jorch with MML on weather town can use HUR money to help purchase a new leaf machine.

A motion to accept offers on the leaf machine with a starting offer of \$5,000 was made by councilmember Hoffman, second by councilmember Gribbin-Lindemon and approved by a 5-0 vote.

Resident's Concern:

- No Residents' concerns.

Announcements:

- None at this time.

The Town Council meeting was motioned for adjournment at 8:26p.m. by Councilmember Schultz, 2nd by Councilmember Cornick and approved 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer