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**TOWN OF NEW WINDSOR**  
209 High Street - P. O. Box 609  
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### **February 1<sup>st</sup>, 2023, Town Council Minutes**

**Present:** The February 1, 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 Clerk Mangus and Town Manager Dye, Town Attorney Ostrander addended via zoon. There were 4 in person attendees and 5 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 electronical 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 a local business for their 90 years of service to the Town and our residents. On hand to accept their awards were, Lisa Monthley and Roxanne Magwire with NWSB a division of ACNB. Lisa Monthley also spoke about the upcoming changes that ACNB will be doing moving forward and introduced Roxanne as the new branch manager for New Windsor.

**Previous Meeting Minutes:** A Motion by Councilmember Gribbin-Lindemon to approve the January 4, 2022, minutes. It was 2<sup>nd</sup> by a Motion from Councilmember Cornick 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...

- Attended State of the County
- Delegation Meeting where he expressed the town's funding needs.
- Will be attending the MML Mayor's Conference in mid-February.

#### **Council Reports**

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

- Meeting with Eclectic Motor Company
  - Spoke about the cannon restoration.

**Public Works: Councilmember Dave Hoffman –**

- Public Works completed the Christmas tree pick up and removing of the holiday decorations.
- Cleaned up down trees in the area.
- Next Planning Commission meeting will be February 27<sup>th</sup>.

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

- Water Line replacement meeting February 23<sup>rd</sup> at 7pm.
- Attended a meeting w/county and town staff on future water source planning.

**Public Safety: Councilmember Kevin Cornick**

- Reviewed the case study from Center, Colorado.
  - Walking Paths and how it might help New Windsor

**Economic Development: Councilmember Kimberlee Schultz –**

- Meeting with Eclectic Motor company
  - Great ideas on highlighting local businesses.
- GOGov
  - Meeting set up with Town Treasurer on findings and ways it might help the town.
- HSP has funding for water/utility help.

**Community Deputy McGinnis:**

- 57 calls resulted in 7 reports.

**West Carroll Recreation:** Nothing to report at this time.

**Fire Chief Report: Chief Byron Welker**

- 18 Fire calls and 84 EMS calls

**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:**

- Submitted application to MD Water Infrastructure Financing Administration
  - Proposed to restore the Roop's Meadow Spring Water Source
  - Funding requested is \$2,376,000
- Reminder of the Water Line replacement meeting February 23<sup>rd</sup> at 7pm at the NWFD.
- Received request from Logan Middleton
  - Boy Scout Troop 393 in Westminster
  - Looking to help The Town Farm at Bowersox Road for Eagle Scout Badge

**Clerk-Treasurer's Mangus's Report:**

- Farmers & Merchants Bank CD will be matured as of March 21<sup>st</sup>, 2023
  - Will be presenting new rates in the March Work Session Meeting
- Currently working on the FY24 budget with Town Manager Dye

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

- Late fees will be applied next week.

**New Business:**

- FY24 Budget
  - Town Manger gave an update on where things are...
    - Employee pay rates and health & retirement rates are in
      - Addition of a PT receptionist and a PW position
    - Health Insurance looking to increase 10%
      - Looking into other options
    - FY23 numbers are updated as of today.
      - Will update a few more time moving forward
    - Reached out to vendors for price increases.
    - Received and inputted MES budget numbers
    - HUR revenue FY24 has increased.
    - Real Property revenue should increase due to number of new homes.
    - Looking into an accounting consultant per auditors.
    - Big loss of revenue on Enterprise side due to the build out for Sanders Summit
    - Waiting on the results of the Water & Sewer rate study

### **Old Business:**

- Rental Housing Application
  - Corrections were made from the previous meeting.
    - \$100 per unit per month
    - Phrasing in “or change in application fee”

Motion to approve the Rental Housing Application was made by councilmember Schultz. It was 2<sup>nd</sup> by councilmember Hoffman and approved by a 5-0 vote.
- Resolution 02-01-23

Motion to approve Resolution 02-01-23 with the addition of guidance on cost was made by councilmember Hoffman. It was 2<sup>nd</sup> by councilmember Holl and approved by a 5-0 vote.
- Leaf Machine
  - Council directed public works to look into the hook system and attachments and pricing for the work session meeting.

### **Resident’s Concern:**

- No Residents’ concerns.

### **Announcements:**

- Bingo every Tuesday Night at NWFD
- February 23<sup>rd</sup> Water Line replacement meeting, 7pm and NWFD

**The Town Council meeting was motioned for adjournment at 8:10p.m. by Councilmember Gribbin-Lindemon, 2<sup>nd</sup> by Councilmember Cornick and approved 5-0.**

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer