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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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May 3rd, 2023, Town Council Minutes

Present: The May 3rd, 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 and Town Clerk Mangus, Town Manager Dye attended via Zoom. There were 6 in person attendees and 1 other in the ZOOM meeting.

Call to Order: Public Hearing for FY24 Budget was called to order at 7:00 p.m.

A motion to close the Public Hearing for FY24 Budget was made by councilmember Cornick. It was 2nd by a motion from councilmember Hoffman and approved by a vote of 5-0.

Call to Order: Town Council Meeting was called to order by Mayor Roop at 7:03 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 April 5th, 2023, minutes. It was 2nd by a Motion from Councilmember Schultz and approved by a vote of 5-0.

Recognition: Mayor Roop took a moment to recognize Councilmember Gribbin-Lindemon for her 2 years of service as well as Town Manager Dye for his 5 years of service.

Mayor Report:

Mayor Roop attended many meetings/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...

- Answered additional questions for the Town's Earmark request.
- Followed up with Senator Cardin's staff on Earmark request.
- Followed up with Governor Moore's staff on request for meeting and tour of the Town.
- Met with Delegate Chris Tomlinson about funding needs and sent him our Delegation funding request list and Streetscape information.
- Planned and attended Candidate forum.
- Submitted \$3million funding request to the County for a park on the open space off Greer Lane
- Assisted with Town Beautification Day.

Council Reports

Community Enhancement: Councilmember Sharon Gribbin-Lindemon –

- Thank you to all who came out to Beautification Day
- Hometown Hero Banners will be up in the next 2 weeks.
- Thank you to all who have helped me and supported me as a Town Council member.

Public Works: Councilmember Dave Hoffman –

- Public Works trying to keep up with the mowing.
- Onsite for road paving and assisted in the water leaks.
- Yard waste is the 1st and 3rd Thursday of each month.
- May 6th Bulk Trash Day
- Next Planning Commission Meeting is May 22nd.

Water & Sewer: Councilmember William Holl –

- Road paving caused a few water leaks all has been repaired.
- Hillside well update a drilling crew was out on May 3rd.

Public Safety: Councilmember Kevin Cornick

- Webinar on the Community Safety and Resilience
- Attended Rec. Council meeting on April 10th.
- Attended Beautification Day

Economic Development: Councilmember Kimberlee Schultz

- Carroll County Downtown next meeting is May 23rd.
- HSP has funding for those who need utility help.
- There is information out there for Small Business who need help.

Community Deputy McGinnis:

- 46 calls resulted in 8 reports.
- Reminder please do not mess with Political Signs it is against the law.

West Carroll Recreation:

- Cheer program won the National Championship
- Girls rugby is heading to the Championships
- Single Mom in Taneytown is seeking sponsorship.
- Numbers are still low asking if anyone has any ideas to please contact.

Fire Chief Report:

- May 23rd to the 27th is the Carnival.

Public Works Director Myers Report:

- Not in attendance

Code Enforcement Officer:

- Not in attendance

Town Manager Dye's Report:

- Antietam Broadband
 - Agreed to cover cost of private utility locating company.
 - Project to start at Atlee Ridge in the next few days.
- Public Works Position
 - Dustin Bane will start on May 10th.
 - Currently still looking for the Utility and Maintenance Assistant position.
- Project Open Space
 - Will be receiving \$150,830 in funding.
 - Application deadline is May 20th.

- Three projects are ½ court basketball court, skate park improvements and Sulfur Springs improvements.
- Lions Club Park Retaining Wall
 - Meeting held on April 28th
 - Construction to start on May 8th expected to take approximately 3-4 weeks.
- Sprinkler Fee
 - Letter prepared and reviewed by Mayor Roop, Town Attorney Ostrander and Director of Public Works Myers.
 - Letter to be mailed out in the next few days to the 4 current commercial property owners.
- Rental Housing Letter and Application
 - Letter prepared and reviewed by Mayor Roop and Town Attorney Ostrander.
 - Letters have been mailed out and Fees are due June 1st.

Clerk-Treasurer’s Mangus’s Report:

- Reviewed the accounts and the changes that were made to them in July of 2022.
 - Developer Fee Money Market account was switched to a higher interest rate and is expected to bring in approximately \$20,000 in interest by the end of FY23.
 - Changed our two regular checking accounts to business accounts.
 - Account fees are being washed on the General Fund side and has currently made \$297.30 in interest so far this fiscal year.
 - Enterprise has made \$410.04 in interest this fiscal year.
 - Reminder that these accounts were not making any interest before.
- ARPA
 - April 20th we submitted the annual Project and Expenditure report. We were in compliance with the April 30th deadline.
- Election Update
 - May 8th by 3pm is the deadline for returning the absentee ballots.
 - May 9th election day is from 7am to 8pm.

Water-Sewer Billing Clerk Bartoszak’s Report:

- Water/Sewer bills due today and late fees will be added tomorrow.
- Presented Council with resignation last day will be May 26th.

New Business:

- FY24 Budget Adoption

A motion to adopt FY24 Budget 04-05-23 was made by councilmember Hoffman. It was 2nd by a motion from councilmember Cornick and approved by a vote of 5-0.

- 2022 Carrol County Hazard Mitigation Plan
 - Wanted to bring to the Council attention the final version of the 2022 Carroll County Hazard Mitigation Plan.

Old Business:

- Road Paving Update
 - April 25th CPE finished Church St, Water St, Roberson Dr and Lower Main Segment 4B only (Water St up to High St)
 - CPE will return to install bituminous curbing and blacktop paving patching on 2 water lateral repairs.

Resident’s Concern:

- Richard Carlson of 2808 Union Square Road—concerned about candidates Betty Windsor, Frank Windsor and Thomas Gubernatis Town of New Windsor resident status.

Announcements:

- May 6th Bulk Trash @ Gear Lane from 8am – 12pm
- May 6th Heritage Birthday Party from 2pm to 4pm
- May 9th Town Election @ Town Hall from 7am to 8pm
- May 23rd to 27 NWFCD Carnival
- May 27th Parade @ 7pm

The Town Council meeting was motioned for adjournment at 8:05p.m. by Councilmember Cornick 2nd by Councilmember Holl and approved 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer