

NEAL C. ROOP
MAYOR
E-mail:
NRoop@newwindsormd.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

July 5, 2023, Town Council Minutes

Present: The July 5th, 2023, Town Council meeting was attended by, Mayor Neal Roop, Council Woman and Vice Chair Kimberlee Schultz, Councilmembers, David Hoffman, Thomas Gubernatis Jr., Kevin Cornick and William Holl. Also, in attendance at 209 High Street were: Town Attorney Ostrander and Town Manager Dye. There were 5 in person attendees.

Call to Order: 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 Hoffman to approve the June 7th 2023, minutes. It was 2nd by a motion from Councilmember Gubernatis and approved by a vote of 5-0.

Resolution 07-05-2023: African American History and Culture Museum of Carroll County.

A motion by Councilmember Gubernatis to approve resolution 07-05-2023 was made and 2nd by a motion from Councilmember Cornick and approved by a vote of 5-0.

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...

- Attended FSK Graduation
- Was Elected the Carroll Chapter President for MML
- Attended the MML Summer Conference
- Book bands for MOTM

Council Reports:

Community Enhancement: Councilmember Thomas Gubernatis Jr.–

- Nothing to report at this time.

Public Works: Councilmember Dave Hoffman – not in attendance Mayor presented report.

- Public Works have been busy with landscaping and maintenance of parks.
- Fixed a street sign at High Street and Main.
- Cleaned up Lions Club Park
- Next planning commission meeting is July 24th.

Water & Sewer: Councilmember William Holl –

- Hillside well is still performing well.
- VFD pump was replaced at the WWTP.

Public Safety and Health: Councilmember Kevin Cornick

- Attended the MML Chapter Dinner
- Meeting with the health department
 - Upcoming meetings: Safe Kids on 7.11.23 and Opioid Meeting on 7.12.23

Economic Development: Councilmember Kimberlee Schultz

- Attended the MML Chapter Dinner
- No Carroll County Downtown meeting
- Planning and Economic Meeting in August with Councilmember Gubernatis

Community Deputy McGinnis:

- 30 calls resulted in 4 reports.
- NNO will be August 1st.

West Carroll Recreation:

- Not in attendance.

Fire Chief Report:

- Burn Ban in effect till September 1st.

Public Works Director Myers Report:

- Preparing for the MD-31 project.

Code Enforcement Officer:

- Not in attendance.

Town Manager Dye's Report:

- MD-31 Project
 - Estimated total length of project 550 calendar days.
 - 7.24.23 equipment/materials will be moved into town.
 - The message board will be out a week before the start date.
 - Start date is July 31st.
- Lions Club Retaining Wall
 - Completed on 6.12.23.
 - Due to the weather a tree fell on the fence.
 - Insurance claim has been submitted.
- FGS 5K memorial Run/Walk
 - Saturday 10.21.23
 - Live on runsignup.com

Clerk-Treasurer's Mangus's Report:

- Wrapping up the FY23 budget and will present highlights at next meeting.
- 9 Property Access Agreements still needed for the MD-31 Project.
- 2nd notice for Rental Housing Applications went out the week of June 19th.
 - 25 Applications are still needed.
- Investment Update
 - On 7.28.23 we will have a CD mature with ACNB
 - Will be presenting rates next council meeting.

Water-Sewer Billing Clerk Report:

- Newsletters went out on 6.28.23
- Water bills will be mailed shortly.

New Business:

- **MML Summer Conference Highlights**
 - **Kevin**
 - Attended various sessions.
 - Enrolled in the Academy of Excellence Program
 - **Tom**
 - Attended various sessions including Team Building, Public Information Act, Risk Management etc...

- **Michelle**
 - Attended various sessions including 1st Amendment Auditors, Zoning, Annexation Seminar etc...
- **Neal**
 - Chamber and Officers briefing
 - Attended various sessions including Annexation Seminar, How to write a winning grant, Mayor luncheon with Governor Moore, Cabinet and Secretary round table.

Old Business:

- **Dielman Inn Grant**
 - Maryland Department of Housing
 - Deadline is 7.15.23
 - Stabilize the building.

Resident's Concern:

- None at this time

Announcements:

- National Night Out will be August 1st

The Town Council meeting was motioned for adjournment at 8:12p.m. by Councilmember Holl 2nd by Councilmember Hoffman and approved 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer