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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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May 7th, 2025 Town Council Minutes

Present: May 7th, 2025, Town Council meeting was attended by, Mayor Neal Roop, Vice-chair and Councilwoman Kim Schultz, Councilmembers, Dave Hoffman, Kevin Cornick, Connor Frock and William Holl. Also, in attendance at 209 High Street was: Town Attorney Ostrander, Town Manager Dye, Clerk/Treasurer Mangus, Public Works Director Myers and Water/Sewer Clerk Kim Herche.

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.

Public Hearing: FY26 Budget Ordinance 04-02-25

A motion was made by Councilmember Schultz to close the public hearing for FY26 Budget Ordinance 04-02-25. It was 2nd by a motion from Councilmember Cornick and approved by a vote of 5-0.

Service Plaques: Service Plaques presented to Councilmember Holl and Mayor Roop from the Town Council of New Windsor.

Previous Meeting Minutes: *A motion by Councilmember Holl, to approve April 2nd, 2025, minutes. It was 2nd by a motion from Councilmember Frock 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 the FSK Girls Basketball Celebration Breakfast
 - April 15, 2025, was proclaimed FSK Girls Basketball Day
- Attended a meeting with Councilmember Hoffman and Town Manager Dye on the Street Scape Project.
- Received International Presidents Award from the Lions Club
- Final Address as Mayor of New Windsor

Council Reports:

Community Development: Councilmember Schultz

- Working with Town staff on planters for Main/High Street
- Beautification Day Saturday, May 10th from 8am till Noon
- Memorial Day Wreath Ceremony

Public Works: Councilmember Hoffman

- Public Works are busy with the spring cleanup and mowing of the parks.
- Bulk trash day we filled up 2 dumpsters
- Planning Commission approved the 2024 Carroll County Annual Report.
- Planning Commission approved to remove the Snader property from the GAB and approved to add the Hoff property into the GAB.
- Next Planning Commission meeting June 2nd at 6pm.

Water & Sewer: Councilmember Holl

- Generator installed at Blue Ridge Pump Station. Project is nearing completion.

Public Safety and Health: Councilmember Cornick

- Opiod meeting will be May 14th at the health department
- Sykesville Police Department has a Drug Takeback on May 17th from 2pm to 5pm.
- State Highway request to lower speed limits was passed on 5.7.25

Economic Development: Councilmember Frock

- Attended the Easter Egg Hunt presented by the Lions Club
- Working on a Truck schedule
- Meeting with business owners scheduled
- Meeting with Mike on walking trails

Deputy McGinnis:

- 58 calls 13 reports

West Carroll Recreation:

- Will be doing the funnel cake stand @ the Carnival

Fire Chief Report:

- May 20th-24th NWFD Carnival

Town Manager Dye's Report:

- MD-31 Main Street & High Street Paving
 - C.J. Miller scheduled to start on Main and High in 2 weeks.
- Letter to Season's at Magnolia
 - Certified letter was mailed and received on April 28th.
 - The letter had concerns about upcoming events and was asked to please contact Town Hall.

Public Works Director Myers Report:

- Roop Drive has been completed as part of the MD-31 project.
- Blue Ridge Pump Station is near completion.

Clerk-Treasurer's Mangus's Report:

- Election Day is May 13th from 7am to 8pm at Town Hall.
- Per the work session \$250K of Developer Funds re-invested in a CD with Farmers & Merchants.

Water-Sewer Billing Clerk Herche Report:

- Quarterly water/sewer bills due
- 11 delinquent letters sent, 9 have responded/paid/set up payment plan

Code Enforcement Officer: (presented by Town Manager)

- 1 Complaint in April

- Untagged vehicles update
 - 1 letter pending
 - 4 letters mailed
- Tagging system has been set up and moving forward with it.

New Business:

- Adoption of FY26 Budget per Ordinance 04-02-25

A motion by councilmember Hoffman to adopt FY26 budget per Ordinance 04-02-25 it was 2nd by councilmember Holl and approved by a vote of 5-05.

- Circuit Rider Renewal resolution 05-07-25

A motion by councilmember Holl to approve resolution 05-07-25 was 2nd by councilmember Cornick and approved by a vote of 5-0.

- Project Open Space
 - Next cycle estimated at \$691,395 each municipality would receive \$32,409
 - Request forms are due May 30th.

Old Business:

- Water/Sewer Rates Resolution 05-07-25A
 - Tiered system adopted on March 17th, 2025

A motion by councilmember Cornick to approve resolution 05-07-25A was 2nd by councilmember Frock and approved by a vote of 5-0.

- Vehicle Replacement Program
 - 2021 F-250 highest bid \$37,150
 - 2023 F-250 highest bid \$52,000

A motion by councilmember Holl to accept the two highest bids for the 2021 F-250 and 2023 F-250 with authority to accept the second highest bids if the highest bids backout was 2nd by councilmember Cornick and approved by a vote of 5-0.

- Sale of the 2013 Chevy
- Minimum bid \$2,500

A motion by councilmember Frock to sell the 2013 Chevy in as is condition and with a minimum bid of \$2,500 was 2nd by councilmember Hoffman and approved by a vote of 5-0.

- UTV Purchase
 - There will be no UTV purchase till FY27
- Walking Paths
 - Meeting with Mike Reynolds on grants for new walking paths
 - Looking to connect Atlee Ridge to lower New Windsor
 - Feasibility study to look into walking paths
- MOU 211 High Street
 - Council to review Michelle's documents
 - To discuss at the next work session

Resident Concerns:

- No Resident Concerns at this time.

Announcements:

- Beautification Day/Fire Hydrant paint May 10th from 8am to noon
- Election Day May 13th.
- NWFD Carnival May 20th to the 24th

The Town Council meeting was adjourned at 8:46pm by Councilmember Hoffman 2nd by Councilmember Schultz and approved by a vote of 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer