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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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June 4th, 2025 Town Council Minutes

Present: June 4th, 2025, Town Council meeting was attended by, Mayor Kevin Cornick, Vice-chair and Councilwoman Kim Schultz, Councilmembers, Dave Hoffman, Connor Frock and Dante Howard. Also, in attendance at 209 High Street was: Town Attorney Ostrander, Town Manager Dye, Public Works Director Myers, Water/Sewer Clerk Herche and Code Enforcement Officer Henard.

Call to Order: Town Council Meeting was called to order by Mayor Cornick at 7:00 p.m.

Pledge of Allegiance: Mayor Cornick led the Pledge of Allegiance.

Recording and Agenda Policies: Mayor Cornick 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 Cornick 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 Schultz, to approve May 7th, 2025, minutes. It was 2nd by a motion from Councilmember Frock and approved by a vote of 4-0.*

Mayor Report:

Mayor Cornick 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 Beautification Day
- Attended the Lions Club Dinner
- Volunteered at the NWFD Carnival
- Conversation with Jonny Olszewski on CPF (Community Project Funding)
- MML Summer virtual meeting

Council Reports:

Community Development: Councilmember Schultz

- Attended beautification Day
- Attended HSP meeting
- Coordinated Memorial Day Wreath Ceremony at Memorial Park w/ Linda Echoltz
- Volunteers are needed for the traveling Vietnam War Memorial in October of this year.

Public Works: Councilmember Hoffman

- Picked up yard waste, cleaned storm drains, memorial banners hung, safety training

- Planning Commission met on Monday June 2nd and approved the Lions Club Project Open Space

Water & Sewer: Vacant

- No report at this time

Public Safety and Health: Vacant

- No report at this time

Economic Development: Councilmember Frock

- Attended Beautification Day
- Worked on truck fleet replacement
- Began working on walking paths and grants with Circuit Rider
- Spoke with Deputy McGinnis about police presence

Deputy McGinnis:

- 40 calls 4 reports
- NNO is August 5th at the Carnival Grounds

West Carroll Recreation:

- 66 EMS calls and 49 Fire calls

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 on June 9th
 - No Parking on Main & High Street between 8am and 4pm
- New Schedule for Hughes Trash Service
 - Starting 6.1.25 running through Labor Day beginning routes at 4am
- Public Works Summer Hours
 - Starting 6.2.25 running through Labor Day work schedules will be 6am – 2pm for Supervisor, Maintenance 1 and Maintenance 2 employees.

Public Works Director Myers Report:

- Blue Ridge Pump Station is fully operational
- Water leak on New Windsor Road
 - Replace line and new meter installed
- Working on Paving for 2025
 - Springdale Ave, Manning, Union Bridge Rd and Tibits Lane
 - Est: \$203,000 HUR currently at \$201,614.36
- War Memorial Park monument repointing and cleaning completed
- Lions Club Park installed new water meter

Clerk-Treasurer's Mangus's Report:

- 6 polices and procedures for the Council to review and discuss at the Work Session
- Town Council Vacancy ad has be posted
 - Deadline to submit your letter of interest/candidacy form is June 9th by 3pm
- MOTM is October 4th from 12pm to 6pm

Water-Sewer Billing Clerk Herche Report:

- Water/Sewer Bills
 - 131 past due
 - 70 delinquent letters sent
 - 111 still past due
- New rates/tired system into effect July 1st

Code Enforcement Officer: (presented by Town Manager)

- 3 Complaints in May
- Continuing with the untagged vehicles clean up

New Business:

- No New Business at this time

Old Business:

- WWTP ENR Upgrade
 - GMB was here on May 19th to discuss the WWTP ENR Upgrade
 - GMB recommendations are as follows...
 - Current WWTP permitted capacity is 115,000GPD
 - Expansion of capacity to 165,000GPD
 - Likely MDE will NOT consider additional 40,000GPD increase as “reasonable growth”
 - Submit PER with expansion to 165,000GPD and hope MDE will fund without reducing or prorating funding (accept 50K as reasonable growth.)

A motion by Councilmember Hoffman, to accept GMB recommendation of moving forward with 165,000GPD. It was 2nd by a motion from Councilmember Frock and approved by a vote of 4-0.

- 211 High Street—Overall Condition of Building
 - Windows replace around 2012+/Likely ok
 - Roof is flat approximately 30 years old—recommend full replacement— estimate \$30K
 - Brick--mortar joints need repointed to prevent water/insects infiltration—water infiltration and mold present upstairs.— estimate \$50K
 - Exterior lead remediation—lead-based pain present on exterior woodwork.— estimate \$15K
 - Foundation—approximately 100 years old—structural engineer assessment required
 - Bee problem—price to relocate the bees \$1,750, \$2,800 includes removal/relocation of bees removal of decorative molding./facia—Question is What is the extent of the bee infestation?
 - Miscellaneous electric service upgrade—estimate \$50K
 - Total plus foundation assessment \$107,800 to \$147,800
- 2013 Chevy update
 - 2 bids received highest was \$3,750

Resident Concerns:

- Savannah Mitchell
 - Came to introduce herself and Sunday Morning at Savannah’s new local business
- Kathlee Childs
 - Question on water/sewer billing-tired system

Announcements:

- NNO August 5th
- MOTM October 4th

The Town Council meeting was adjourned at 8:54pm by Councilmember Schultz 2nd by Councilmember Howard and approved by a vote of 4-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer