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TOWN OF NEW WINDSOR  
209 High Street - P. O. Box 609  
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### **August 6, 2025 Town Council Minutes**

**Present:** August 6<sup>th</sup>, 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 Town Clerk/Treasurer Mangus.

**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 Howard to approve July 2<sup>nd</sup>, 2025, minutes. It was 2<sup>nd</sup> by a motion from Councilmember Hoffman 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 the MD-31 "Street Scape" Monthly Progress Meeting
- Attended the Historical Society of Carroll County's "Shaken Not Stirred" Event
- Participated in the Town's CPR/First Aide Class with Town Staff
- Information Meeting with Town Staff and the Owner of a local property on potential acquisition of property
- Traveling Vietnam Memorial Wall Planning Meeting
- Attended the 6<sup>th</sup> Annual Anchored Mini Boat Parade held at Flood Zone

## **Council Reports:**

### **Community Development: Councilmember Schultz**

- Attended National Night Out, Thank you to Master Deputy McGinnis
- Carroll County Downtown Group had no Meeting but will be gearing up for the annual Holiday Passport promotion
- Traveling Vietnam Memorial - Looking to line the Road with signs and flags as the memorial goes past. It will leave the Mt. Airy Fire Department on October 8<sup>th</sup> at 8:30am. More information on this is to come.

### **Public Works: Councilmember Hoffman**

- Public work continues mowing, picking up yard waste, painting curbs and started the process of cleaning out 211 High Street.
- Planning Commission is still working on the Comprehension Plan and the next meeting will be Monday August 25<sup>th</sup> at 6pm.
- Thank you, Master Deputy McGinnis, for a great National Night Out

### **Water & Sewer: Councilmember Frock**

- Sewer backup at 1200 Green Valley Road due to tree roots. Issue has been resolved and a modern clean-out block has been installed to prevent future root blockages.
- Snaders Booster generator is having power failure issues. Public Works working to resolve issues.
- Public Works replaced several old water meters and are working on an agreement with First Class Mechanical to replace older meters
- Continued to work on walking path grants

### **Public Safety and Health: Councilmember Howard**

- Attended the Opioid Prevention meeting on July 9<sup>th</sup>, next meeting is September 10<sup>th</sup>
- Attended the Camp with Cops Graduation
- Month of September Carrol goes Purple to raise awareness about addiction prevention and recovery.

### **Economic Development: Councilmember Wolfe Mallow**

- Not in attendance

### **Deputy McGinnis:**

- 27 calls 1 report

### **West Carroll Recreation:**

- Not in attendance

### **Fire Chief Report:**

- Not in attendance

### **Town Manager Dye's Report:**

- MD-31 Paving Project is completed except for striping
- Street Scape Update
  - MD-31 Sidewalk and Road Improvement Project has been funded for construction, and this information has been confirmed with MDOT.
    - Ad Date 12.15.26
    - Bid Date 1.21.27
    - NTP Date 3.29.27
    - Cost Class \$5 million to \$10 million

**Public Works Director Myers Report:**

- Installed a meter pit on Overleigh Drive in Atlee Ridge
- Worked with Kelly Generator, Envirep, GMB and Rodkey Electric to identify the generator issue at Blueridge Sewer Station
- On-site at 1200 Green Valley Road sewer backup
- Meeting with CPE to evaluate road segments/priority plan for next wave of paving

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

- Beginning stages of the FY25 audit
- 2 new policies will be presented at the August Work Session
- July 23<sup>rd</sup> a check was intercepted in the mail for \$12,366.97. Check was caught by Positive Pay and PNC bank no money was lost.

**Water-Sewer Billing Clerk Herche Report:**

- New tiered billing system is all set up in Diversified and ready to go for the next billing cycle.
- 31 shut off notices were issued today; currently have 148 delinquent accounts

**Code Enforcement Officer: (presented by Town Manager)**

- 8 complaints in July
- Continuing with untagged/unregistered vehicles
- 3 letters are pending

**New Business:**

- 211 High Street War Memorial Park
  - RFP sent to 6 contractors with proposals due July 28<sup>th</sup>
  - 1 proposal received
    - Douglas Lawn & Landscape for a bid of \$12,770
    - Will be completed by the Traveling War Memorial

*A motion by Councilmember Frock to approve Douglas Lawn & Landscaping bid of \$12,770, it was 2<sup>nd</sup> by Councilmember Schultz and approved by a vote of 4-0.*

- 2025 Road Paving
  - Working with CPE to utilize their Howard County contract and get 7 road segments paved using Highway User Revenue Funds.
    - Manning Ave from Main St to RT75, Manning Ave from RT75 to High St, Springdale Ave from Main St to End of Town Maint., Union Bridge Road from Main St to Spoerlein Dr, Pilson Ave from Maple St to Church St, Pilson Ave from Lampert to Maple and Tibbets Ln from MD-31 to UFP.
    - Total bid is \$203,525.77 and will be completed by the Traveling War Memorial

*A motion by Councilmember Hoffman to approve CPE for paving of 7 road segments for \$203,525, it was 2<sup>nd</sup> by Councilmember Frock and approved by a vote of 4-0.*

**Old Business:**

- 211 High Street Property Redevelopment
  - Review and recap of the project

**Resident Concerns:**

- None at this time

**Announcements:**

- MOTM October 4th

*The Town Council meeting was motioned to go into closed session at 8:12pm by Councilmember Schultz 2<sup>nd</sup> by Councilmember Howard and approved by a vote of 4-0.*

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer