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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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December 3rd, 2025 Town Council Minutes

Present: December 3, 2025, Town Council meeting was attended by, Mayor Kevin Cornick, Vice-chair and Councilwoman Kim Schultz, Councilmembers, Dave Hoffman, Connor Frock, Dante Howard and Joshua Wolfe Mallow. Also, in attendance at 209 High Street was: Town Attorney Ostrander, Town Manager Dye, Public Works Director Myer 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 Wolfe Mallow to approve November 3rd, 2025, minutes. It was 2nd by a motion from Councilmember Schultz and approved by a vote of 5-0.*

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 a meeting with Carroll County Planning, Commissioner Joe Vigliotti Town Staff and Springdale Preparatory School on Springdale's 25-year growth plan and the impact it will have on Town Utilities.
- Mayor on the Square food and coat drive collected 30 cases of food and more than \$700 in monetary donations.

Council Reports:

Community Development: Councilmember Schultz

- Carroll County Downtown Group is doing tent cards at small business. Scan the QR code and spend a minimum of \$35 to enter in a drawing for a gift card to a local business.
- Thank you to everyone who came out to the tree lighting and thank you to Deeply Rooted for the donation of the cookies.
- Reminder the best way to contact Town Hall is via email or phone.

Public Works: Councilmember Hoffman

- Public Works did leaf pick up this month, winterized Lions Club Park as well as prepared Town trucks and equipment for winter, installed holiday decorations at parks and around at various Town locations.
- Christmas Tree pick up will be January 8th, 15th and 22nd.
- Planning Commission met in November and reviewed maps from the County.

Water & Sewer: Councilmember Frock

- New meter socket and wiring installed at Snaders Booster Station
- Atlee Ridge Watermain break update
 - Temporary bypass has been installed, and a permanent replacement is scheduled for around December 15th.
 - Cost of temporary fix was \$28,000
- Holiday Reminder please do not flush grease or non-flushable items down the sewer system. Public Works noticing increase of these items.

Public Safety and Health: Councilmember Howard

- Opioid meeting at the Health Department on the 12th
- Participated with Mayor Cornick at Mayor on the Square
- Next blood drive will be March 12th at the NWFD Social Club

Economic Development: Councilmember Wolfe Mallow

- Meeting with local businesses to kick start small businesses round table in the works
- Working with Town Staff on Sustainable Maryland application

Deputy McGinnis:

- 43 calls 5 reports

West Carroll Recreation:

- Not in attendance

Heidelberg Updates:

- Kurt Dearing environment engineer at Heidelberg in attendance
- Focus is going to be on the South Pit the North Pit will be phased out in the next 10 years

Fire Chief Report:

- Not in attendance

Town Manager Dye's Report:

- Lining raw water line from Main Spring to MD-31
 - Reached out to 2 contractors provided by MD Rural Water Associate
 - Estimated total length of line to be lined 13,000
 - Low estimate is \$2,600,000, high estimate \$3,900,000
- Lion's Club Field
 - Change of signee on license agreement for Reapers Baseball Club
 - Currently Paul Burgee and Ron Manzo as Co-Presidents they no longer need use of the field and no longer involved as representatives of Reapers Baseball.
 - Stuart Simpson is taking over and agrees to take over field maintenance responsibilities from the current 2025 License Agreement holders.
- FY27 Budget Preparations
 - Copy of the FY27 budget schedule in tonight's folder
 - Any specific item the Mayor & Council would like to add please reach out

Public Works Director Myers Report:

- Atlee Well Testing conducted on October 28th, long term test at 20 GPM ran November 3-7 (96 hour test) no draw down was observed

- Atlee Water Line Replacement had no issue with the bypass or water pressure. Looking to install 12-inch line for water quality, functionality and cost effectiveness.
- Safety Concerns when installing Christmas wreaths. Public Works had a close call when installing wreaths. PW to provide proposals for hired traffic control in future meeting and will be reaching out and working with the Sheriff's Office for safety.

Clerk-Treasurer's Mangus's Report:

- Auditors are currently working on the single audit for ARPA funds.
- CD will mature on the 16th will have options at the Work Session Meeting
- Donations for Toys for Tots are due at the end of week, Friday the 5th

Water-Sewer Billing Clerk Herche Report:

- Not in attendance

Code Enforcement Officer:

- Not in attendance

New Business:

- Review of Polices
 - 5 new polices in the folder tonight for Council to review and discuss at the Work Session Meeting.
- Emergency Alert System
 - Diversified has a free system to get messages out to residents
 - PWD Myers and Water-Sewer Clerk to work on this.

Old Business:

- None at the time

Resident Concerns:

- Bob Dixon concerns with Heidelberg Trucks and blasting

Announcements:

- None at the time

A motion was made at 8:11pm to adjourn the Town Council meeting by Councilmember Howard 2nd by Councilmember Frock and approved by a vote of 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer