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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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January 7th, 2026 Town Council Minutes

Present: January 7, 2026 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, Water/Sewer Billing Clerk Herche, Code Enforcement Office Henard 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 Frock to approve December 3rd, 2025, minutes. It was 2nd by a motion from Councilmember Howard 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. Meetings and events include but are not limited to the following...

- Attended the Annual Tree Lighting Ceremony and Town's Holiday Breakfast
- Attended the Springdale Master Plan meeting
- Attended the MML Dinner hosted by Taneytown
- Attended the FSK Girls ring ceremony for their State Championship Win
- Received word on grant funding for 211 High Street as well as the Dielman Inn
 - Grant funding approved for the Dielman Inn
 - Grant funding not approved for 211 High Street

Council Reports:

Community Development: Councilmember Schultz

- Carroll County Downtown Group received 335 entries for the shop small holiday launch with 8 winners
- Working on the Heart of the Civil War grant signage for the Spring House
- HSP has energy assistance and Tax preparation for those in need

Public Works: Councilmember Hoffman

- Public Works responded to weather events last month as well as collected data for MS4 permit, supervised the removal of dead trees in Atlee Ridge Open Space. 1 live tree was removed to make room for ½ court basketball court.
- Christmas tree pick up is January 8th, 15th and 22nd
- Next Planning Commission meeting will be January 26th at 6pm.

Water & Sewer: Councilmember Frock

- Working with Councilmember Wolf Mallow on water/sewer rates
- Old New Windsor Road water main break has been permanently repaired

Public Safety and Health: Councilmember Howard

- Attended It's a Wonderful Life at Springdale Prep
- Car seat check at Department of Health on January 8th and 22nd
- Red Cross Blood Drive, Thursday, March 12th at the New Windsor Social Hall

Economic Development: Councilmember Wolfe Mallow

- Working with Town Staff on Sustainable Maryland
- Small Business round table will be January 21st

Deputy McGinnis:

- 38 calls 8 reports

West Carroll Recreation:

- New County Representative Candy Sample

Heidelberg Updates:

- Not in Attendance

Fire Chief Report:

- 28 Fire calls 65 Ems calls
- In 2025 a total of 448 Fire calls and 885 EMS calls

Town Manager Dye's Report:

- Vacant Public Works Maintenance Worker 1 position has been posted
- RFP for ½ court basketball court at Atlee Ridge is being finalized. Letters to residents closest to the area will be sent notifying residents of the process and expected start date.

Public Works Director Myers Report:

- Water sources have recovered since the Old New Windsor Road water main break
- Water loss audit was completed, and another leak has been discovered on Church Street but is a private leak and the resident has been notified.
- Public Works has done a large equipment assessment, and the fleet is in good functional condition.

Clerk-Treasurer's Mangus's Report:

- \$275,000 CD with ACNB at 3.50% for 13 months with all funds over the FDIC rate being secured by the bank. Rate is still available if we would like to invest more
- Will be setting up a meeting with Alisa Stesch of Treasury and Matt Bossilian of ACNB Wealth Management for our annual review of our accounts.
- Working on a date for ZA to come out and present their findings
- Employee W2 will be mailed out by the end of the month
- 2nd quarter budget review will take place at the work session

Water-Sewer Billing Clerk Herche Report:

- Quarterly water and sewer bills have been mailed
- As of January 7th, there are 29 delinquent reports totaling \$8,039
- Meeting with Councilmember Frock and Wayne on water/sewer policies

Code Enforcement Officer:

- 0 complaints for the month

New Business:

- FY27 Budget Update
 - Reminder to think about water & sewer rates will need a new resolution to increase base, usage & connection fees.
- Old New Windsor Road Water Main Break Update
 - Approximately 200 feet of 12" main and 40 feet of 24" steel casings under the stream along with a 12" carrier pipe, 12" gate valve and fire hydrant were installed and used to repair break.
 - Cost for repair totaled \$243,981.94
 - Clerk/Treasurer recommends using Enterprise Capital Reserve to pay for repair

A motion by councilmember Hoffman to move \$243,981.94 from Enterprise Capital Reserve to pay for Old New Windsor Road Water Main Break was 2nd by councilmember Frock and approved by a vote of 5-0.

Old Business:

- Verizon Request to Reduce Rent Update
 - Per the December work session and direction from the council we informed Verizon the only way we could support a reduction in monthly rent was to counteroffer and request Verizon to reduce the roughly \$15,000 yearly costs the Town pays for services.
 - Verizon does not do this—there is no more to discuss at this time
- 211 High Street Grant
 - Town did not receive the requested \$450,000 requested.
- Dielman Inn Grant
 - Town did received \$100,000 through DHCD for the continued restoration and creation of design for the Dielman Inn.
 - Update quote from Lewis Contracting dated June 17, 2025 for Architectural & Structural Building Survey, Schematic & Construction Documents and Construction Budgeting Pricing for stabilization of Dielman Inn is \$184,600. The Town will need to decide path forward and find a way to fund the \$84,600 of the estimate.
- Review of Policies
 - 5 new policies presented at the December Work Session
 - Changes were suggested for 4 of the 5 policies (water/sewer billing policies)

A motion was made by councilmember Frock to accept the financial disclosure statement as revised 2nd by councilmember Howard and approved by a vote of 5-0.

Resident Concerns:

- None at this time

Announcements:

- None at the time

A motion was made at 7:58pm to move into close session per General Provisions Article 3-305(b) (7) and General Provisions Article 3-305(b) (8) by Councilmember Schultz, 2nd by Councilmember Wolfe Mallow and approved by a vote of 5-0.

Respectfully submitted, Dana Mangus, Town Clerk/Treasurer