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TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
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May 6, 2026, Town Council Meeting Minutes

Present: Mayor Kevin Cornick, Vice-chair and Councilwoman Kim Schultz, Councilmembers Dave Hoffman, Danté Howard and Joshua Wolfe Mallow. Also in attendance were Director of Public Works Myers, Town Clerk/Treasurer Reinhardt, Code Enforcement Officer Belton and Town Attorney, Michelle Ostrander.

Call to Order: The 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 Council 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: *Councilmember Hoffman made a motion to approve the April 1, 2026, minutes. It was seconded by Councilmember Schultz and approved of by a vote of 4-0.*

Mayor's 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:

- All scheduled Town meetings as well as internal budget, personnel and project planning meetings.
- Attended a meeting with Doug Blacksten of Relics Architectural Salvage regarding the 211 High Street project. Using reclaimed wood from an on-site barn for redevelopment was discussed to reduce costs and maintain historic integrity.

Council Reports:

Community Development: Councilmember Schultz

- Attended Town Council and work session meetings, Human Services Program (HSP) Board and Executive Committee meetings, Carroll County Downtowns meeting, as well as the SHA Street Scape meeting.
- The Carroll County Downtowns (CCDT) met on April 8, 2026, and discussed several items. "Story Map" submissions are complete and expected to be live for the Memorial Day weekend as part of the county's (CC) 250th celebration.
- Representatives from CC Economic Development will be present in town this week visiting various small businesses.

- Small Business & Tourism week is May 3-9, 2026. Councilmember Schultz encouraged everyone to support our local small businesses.
- Two large, 250th flags were delivered by the CCDT which were donated by CC Tourism as well as 100 small flags to be distributed to the town which could be given out during Music on the Main.
- Announced that Town Beautification Day has been rescheduled to Saturday, May 16, 2026, starting at 8:00 am. The Council and town offered many thanks to former Councilmember Sharon Gribbin-Lindemon for her help in organizing the event as well as selecting the plants.
- “Grilling for Good” will be held on Sunday, May 17, 2026, from 1-4 pm at Island Green. Tickets and sponsorships can be purchased on HSP’s Facebook page.

Public Works: Councilmember Hoffman

- Councilmember Hoffman stated that yard waste pickup has resumed for the Spring and will be collected in the first and third full weeks of the month.
- Various maintenance tasks were completed including repairing the fence at Lion’s Park, clearing trees from the Atlee Ridge trail, as well as filling potholes on Maple Avenue.
- The final review of the Comprehensive Plan has been completed!
- There will not be a Planning Commission Meeting in May. The next meeting is Monday, June 22, 2026, at 6 pm.
- Signs stating “Parking for Town Hall Staff and Visitors Only, M-F 7AM to 5PM” will be installed in the gravel lot behind the Dielman Inn to make certain parking is available for Town Staff during business hours.

Water & Sewer: Councilmember Frock

- Mayor Cornick, reporting for Councilmember Frock, noted that the town received updated water appropriation permits which are valid through 2038.
- Carroll County data indicates severe drought conditions at the Main Farm monitoring well and although no mandatory water restrictions are in place currently, voluntary restrictions may be needed.
- The town accepted a \$6,500 settlement related to the water-main break earlier this year.

Public Safety and Health: Councilmember Howard

- Councilmember Howard reported that there were 18 overdoses in April 2026 which is an 18.2% decrease from March.
- May is Mental Health Awareness Month with several upcoming events throughout the month including county-wide drug take back, shredding, and car seat checks during the month of May.
- Friday, July 31, 2026, is a Red Cross Blood Drive at the New Windsor Social Hall. You can register at RedCrossBlood.org.

Economic Development: Councilmember Wolfe Mallow

- The Small Business Roundtable has been renamed the New Windsor Business Network. A newsletter “New Windsor Business Connect,” is planned for summer release, and the group is currently working on improved business signage for Maryland Route 31.

Town Manager Dye's Report:

- PW Director Myers reported for Town Manager Gary Dye that the town was recognized by the Maryland Rural Water Association for excellence in source water protection.
- The town has several RFPs for ongoing projects as listed below:
 1. Skate Park Lighting – Program Open Space (POS) – Complete April 2026
 2. Lion's Club Park Pavilion Improvements – POS – roof, gutters and downspouts and fascia. RFP was issued April 27, 2026, and due on 5/29/2026.
 3. Lion's Club Park Pavilion Painting – POS – interior, exterior, and block repairs. RFP issued on May 11, 2026, and responses due on June 5, 2026.
 4. Sulphur Springs Improvements – POS – grading and installation of trench drains, install new pipe and inlets, grade and install small gravel parking area off Geer Lane. The RFP is complete but not released yet.
 5. 211 High Street redevelopment – exterior improvements first. Received a grant for \$250,000. Mayor Cornick and Councilmember Schultz are to create a vision for the building. The town will consult with an architect for drawings to provide to the contractors.

Public Works Director Myers Report:

- Director Myers discussed the need for the Town Farm Boundary Survey and is seeking the Council's approval to complete the comprehensive boundary survey. This will establish accurate, legally recognized property lines and support future land use, preservation, and infrastructure planning.
- Town Farm Pond & Forest Management Work: Public Works repaired and replaced piping feeding the Town Farm pond, restoring proper flow and adding 800,000 gallons of water after levels had nearly dried up due to drought and plumbing issues. The pond remains a critical emergency water source for fire protection.
- Drainage improvements (trenching and drain tile) stabilized previously saturated the ground near the walnut grove, improving access and maintenance conditions. Work was completed in-house over 2 weeks using Town equipment, avoiding contractor costs.
- The town is partnering with the Maryland Forest Service through the Maryland Department of Natural Resources Tree Farm Program for fire access and forest health improvements. Dead ash trees were cleared due to total tree loss from the Emerald Ash Borer.
- Future recommendations and potential grant-funded improvements will be presented to the Council.

Deputy McGinnis:

- Deputy McGinnis reported 48 events between April 1 and May 6. This included 5 accident reports, 2 alarm calls, 3 all-other calls, 2 animal complaints, 1 building check, 2 civil, 2 disturbance, 3 domestic, 1 fraud, 2 medical, 4 parking complaints, 1 suspicious, 19 traffic stops, and 1 vandalism. Out of those calls 6 were found to be reportable.
- Deputy McGinnis reminded residents that National Night Out is scheduled for August 4, 2026.

West Carroll Recreation:

- The West Carroll Rec Council is seeking a defibrillator (AED) for Park Hill.
- Over 450 children have signed up for the soccer program.

Fire Chief Report:

- Chief Kreimer highlighted a rise in structure fires caused by unattended brush burning.
- Chief Kreimer reminded residents that the New Windsor Carnival will take place May 19-23, with a parade on May 20 returning to its traditional route.
- Congratulations go out to Nick Vogel who was awarded Firefighter of the Year.

Clerk-Treasurer's Report:

- Clerk/Treasurer Reinhardt noted that QuickBooks Desktop support will end in September 2027 and is investigating municipal-specific software alternatives and will have additional information in the months to come.
- A meeting is schedule with Matt Bossalina of ACNB to discuss the town's current retirement program and possible changes as well as to review investments.

Water-Sewer Billing Clerk Herche Report:

- Not in attendance

Code Enforcement Officer Belton Report:

- There was one complaint regarding tall grass which was handled within a week.

New Business:

- Following a public hearing and no comments from the floor, the council officially adopted the fiscal year 2027 budget (Ordinance 04-01-26).
Councilmember Wolfe Mallow made a motion to close the Public Hearing for FY27 Budget. It was seconded by Councilmember Hoffman and approved by a vote of 4-0.
- Atlee Ridge Open Space Basketball Court – POS - re-approval with work starting soon. The council approved a revised plan to build a half-court basketball court rather than a full court to move the location out of a flood-prone area.
Councilmember Hoffman made a motion for the re-approval. It was seconded by Councilmember Schultz and approved by a vote of 4-0.
- Public Works Equipment Update – Public Works Director Myers updated the Council on several pieces of equipment that had been ordered earlier in the fiscal year.

Snowplow - The plow for the premium F250 was ordered in November 2025. Due to lack of availability and supply chain issues the order was cancelled. Another vendor was chosen to supply the plow and the equipment arrived this week with installation scheduled for the week of May 11, 2026.

Skid Loader - A skid loader from Metro Bobcat was ordered on 2/24/26 with delivery expected within 60 days. The town was notified on April 16 that delivery is now expected to take an additional 60 days due to production delays and supply chain issues.

Utility Task Vehicle (UTV) – Given the significant delays of the snowplow and skid loader, staff proactively contacted Rippeon Equipment Company to begin procurement of a UTV that is included in the FY27 budget.

Councilmember Hoffman made a motion to proceed with ordering the UTV that will be paid for out of the FY27 budget. It was seconded by Councilmember Howard and approved by a vote of 4-0.

Old Business:

- None

Resident Concerns:

- None

Announcements:

- None

Councilmember Schultz made a motion at 8:13 pm to adjourn the meeting and move to Closed Session per General Provisions Article 3-305(b) (1) (i) to discuss a personnel matter. The motion was seconded by Councilmember Hoffman and was approved by a vote of 4-0.

Respectfully submitted,
Ginger M. Reinhardt,
Town Clerk/Treasurer