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TOWN OF NEW WINDSOR

209 High Street - P. O. Box 609
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TOWN COUNCIL MEETING MINUTES
AUGUST 5, 2026

In Attendance: Mayor Kevin Cornick, Vice-chair and Councilwoman Kim Schultz, Councilmembers Dave Hoffman, and Danté Howard. Also in attendance were Town Manager Dye, Director of Public Works Wayne Myers, Water/Sewer Billing Clerk Kim Herche, Code Enforcement Officer Anne Marie Belton and Town Attorney, Michelle Ostrander.

CALL TO ORDER

Mayor Cornick called the meeting to order and welcomed those in attendance. The meeting was opened with the Pledge of Allegiance. Mayor Cornick reviewed public comment procedures and advised that comments would be limited to New Windsor residents who had signed in prior to the meeting.

APPROVAL OF MINUTES

Mayor Cornick presented the minutes of July 1, 2026, Town Council meeting for approval.
Action
Motion: Approve the July 1, 2026, Town Council meeting minutes as presented.
Motion by: Councilman Dante Howard **Second by:** Councilman Hoffman
Vote: Approved unanimously, 3-0.

MAYOR'S REPORT

The mayor reported attending the following events and meetings during July:

- Meeting regarding potential acquisition of property for a consolidated Public Works facility (July 8).
- New Windsor Volunteer Fire Company facility tour and project discussion.
- Historical Society of Carroll County "Shaken and Stirred" event.
- 211 High Street Task Force meeting (July 20).
- Frank G. Schaefer 5K kickoff meeting (July 21).
- Atlee House property acquisition discussion (July 23).

COUNCIL COMMITTEE REPORTS

Community Enhancement & Community Relations reported by Councilwoman Schultz

- Attendance at Carroll County Downtowns and Human Services Program Executive Committee meetings.
- Carroll Arts Center's 20th Anniversary "Peep Show" event is seeking partnerships with local businesses and organizations.
- Update on Sulphur Springs Park improvements:
    - Previously awarded $1,500 grant from Heart of the Civil War Heritage Area.
    - New interpretive sign to be installed near the spring house.
    - Flood mitigation improvements planned concurrently.
- Reminder to residents regarding sidewalk maintenance requirements under Town Code Chapter 144:
    - Property owners are responsible for removing weeds and maintaining sidewalks and curb areas.
    - Future notifications may be issued to non-compliant properties.

Public Works reported by Councilman Hoffman

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- Continued mowing, trimming, and yard waste collection.
- Installation of the Vietnam Traveling Memorial plaque at Memorial Park.
- New U.S. flags installed at town parks.
- Well site maintenance at Dennings and trail cleanup.
- Town farm mowing completed.
- Planning Commission did not meet in July; next meeting is scheduled for August 24.
- Participated in Streetscape Project meetings, fire department discussions, and chamber events.
- Successfully completed Alcohol Awareness Training required for Music on the Main alcohol permit application.

Public Safety & Health reported by Councilman Howard

Red Cross Blood Drive

- 38 units collected.
- 23% increase from previous blood drive.

Opioid and Overdose Statistics (June 2026)

- 11 overdoses reported.
- 52.2% decrease from May 2026.
- 38.9% decrease from June 2025.
- Year-to-date overdoses: 92, down 9.8% from 2025.
- Zero overdose fatalities reported in June.

Community Health Announcements

- Medication disposal locations available countywide.
- August is recognized as Immunization Awareness Month.
- Maryland's Butterfly Symbol program is available for residents with hidden developmental or intellectual disabilities.
- Information provided on the PACE senior care program.
- Summer water safety reminders shared.
- State notice issued regarding potential measles exposure.

STAFF REPORTS

Town Manager Report reported by Town Manager Dye

Public Works Storage Box Purchase

- Approved purchase of a slightly used roll-off storage box for $5,000.
- Item will support storage needs associated with the 211 High Street redevelopment project.
- Funded from an existing budget allocation intended for a box trailer.

Wastewater Treatment Plant ENR Upgrade

- Maryland Department of the Environment (MDE) issued preliminary eligibility determination.
- Proposed expansion from 115,000 gallons/day to 165,000 gallons/day accepted.
- Funding allocation:
    - State Share: 55.4%
    - Local Share: 44.6%
- Three critical items must be resolved before design, and construction funding can proceed.
- Funding applications planned for submission during the December 2026-January 2027 cycle.

Public Works Director Report reported by Director Myers

- Continued evaluation of long-term Public Works facility needs.
- Responded to multiple power outages and equipment failures at the wastewater treatment plant following a transformer explosion.
- Final survey work nearing completion for Town Farm property.
- Agricultural preservation application Is likely deferred until next cycle.

Dennings Well Rehabilitation Update

- Production had declined from 75 GPM to approximately 15 GPM.
- Investigation revealed a partial borehole collapse.
- Rehabilitation is completed with sediment removal and chemical treatment.
- Current testing shows:
    - Actual pumping rate: 25-27 GPM
    - Estimated sustainable yield: 40 GPM
- Town will continue monitoring performance.
- If production declines further, viable water supply options at the site may be exhausted.

Community Deputy Report reported by Deputy McGinness

July Activity

- 28 calls for service within Town limits.

Notable incidents included:

- Thefts involving lawn equipment and tools.
- Theft from an unlocked vehicle.
- Theft of approximately $4,600 in tools from a work trailer.
- Theft of prescription medications from a vehicle.
- Fraud and identity theft involving a $32,000 fraudulent loan.
- Reported assault and related theft investigation.

Community Safety Reminder

Residents were encouraged to:

- Lock vehicles and sheds.
- Store lawn equipment securely.
- Install security cameras where possible.

National Night Out

- Successfully held on August 4.
- Appreciation expressed to town staff, council members, volunteers, sponsors, and community partners.

Fire Company Report

Chief Kreimer reported:

- Year-to-date responses:
  - EMS Calls: 347
  - Fire Calls: 297
- New brush truck is expected in early Spring 2027.
- GIS updates completed for hydrant system changes.
- Firefighters responded to eight calls on July 4, including two working fires.
- Increase in lightning-related incidents noted.
- Discussed water safety following a near-drowning incident.
- Upcoming events:
  - Weekly Bingo
  - Monthly 50/50 Raffle
  - September 19 Crab Feed

Treasurer's Report

Certificate of Deposit Renewal

Current Farmer & Merchants CD:

- Approximately $225,000-$235,000.
- Maturing August 6, 2026.

Additional updates:

- Reviewing accounting software options, including OpenGov, Tyler Technologies, and Caselle.
- FY2026 audit scheduled September 8-11.

Motion: Renew CD for seven months at 3.5% interest with Farmers & Merchants Bank.
Motion by: Councilman Hoffman **Second by:** Councilman Howard
Vote: Approved unanimously (3-0).

Water & Sewer Billing Report reported by W/S Billing Clerk Kim Herche

- Second Quarter Billing: $347,196
- Outstanding Balance: $50,712 (14.5%)

Issues with electronic bill distribution were attributed to a software compatibility problem between Maryland IT and Diversified. Corrective measures have been completed and notices are being resent.

Code Enforcement Report reported by CE Officer Belton

- No resident complaints received during July.
- Five observations documented:
  - Three trash/debris cases.
  - Two inoperable vehicle cases.
- One inoperable vehicle matter remains active.
- Developing a shared tracking system for complaint and observation status updates.

OLD BUSINESS

Yard Waste Resolution
Council considered the proposed Yard Waste Resolution.
Motion: Adopt Resolution No. 080526 as presented.
Motion by: Councilwoman Schultz **Second by**: Councilman Howard
Vote: Approved unanimously (3-0).

PROJECT UPDATES

Lions Park Pavilion
- Roof replacement completed July 30 by S&K Roofing.
- Painting contractor notified and work scheduling underway.

Sulpher Springs Improvements
- Awarded to Remsburg Family Partnership.
- Construction anticipated to begin during the third week of August.

211 High Street Redevelopment
- Interior demolition awarded.
- Maryland Historical Trust received approval.
- Roof replacement scheduling underway.
- Exterior wood bids due August 7.
- Exterior brick bids are due August 21.
- Grant application submitted August 5.

209 High Street Roof Project
- RFP under review and anticipated for release by August 31.

UPCOMING MEETINGS

- **Work Session:** August 17, 2026
- **Council Meeting:** September 2, 2026
- **Work Session:** September 21, 2026

PUBLIC COMMENT

Resident David Wood introduced himself and noted his interest in the council vacancy.
Councilwoman Schultz also presented the final design of the new Sulphur Springs Park interpretive sign and acknowledged local historian Frank Batavick for assisting with historical content.

ADJOURNMENT

There being no further business, the meeting was adjourned.
Action
Motion: Close August 3, 2026, Town Council Meeting
Motion by: Councilman Howard
Second by: Councilwoman Schultz
Vote: Approved unanimously, 3-0.
Meeting recessed at approximately 7:56 p.m.

Respectfully submitted,
Ginger M. Reinhardt
Clerk/Treasurer
Town of New Windsor