

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES
February 22, 2021

The Council held a GoToMeeting teleconference, on Monday, February 22, 2021 at 7:00 p.m., for their monthly council meeting. Notice of the teleconferenced meeting was given by posting the agenda at the Town Hall, on the Town's website, and provision to the Carroll County Times. Mayor Jones presided over the meeting with councilmembers Donald Wilson; Ellen Cutsail; Laura Conaway; Amy Kalin; Edgar Wentz; Town Attorneys, John Maguire and Mandi Porter. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Ellen Cutsail motioned to approve the January 2021 operating statements; January 25, 2021 council meeting minutes; February 8, 2021 work session minutes and Quantum financial statements for January 2021. Councilmember Laura Conaway seconded and the motion passed.**

MAYOR'S REPORT

- The Planning and Zoning Commission made a recommendation to the Mayor and Council to appoint Mike Reynolds as the Zoning Administrator. Mayor Jones called for a motion to have Mike Reynolds appointed as the Zoning Administrator. **Councilmember Donald Wilson motioned to appoint Mike Reynolds as the Zoning Administrator. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**
- Mayor Jones attended the Carroll County Mayor's meeting on February 2, 2021
- Mayor Jones attended the Maryland Mayor's Association meeting on February 5, 2021
- Due to the pandemic, there will be a two-part conference. The conference will be split into a live limited attendance event in June 2021 followed in July 2021 with an unlimited virtual event. The live conference will be held in Ocean City, MD on June 27 – June 29, 2021, with only 400 attendees able to participate. Each municipality will be allowed to have two (2) official registrants. After, March 26th, registration is open until the maximum capacity of 400 is reached.
- Mayor Jones attended a class on Civil Unrest sponsored by the National League of Cities.
- The Town needs two (2) people to serve on the Board of Election Judges, two (2) of the current Judges moved out of town and can no longer serve on the board.
- The county is currently working on the stormwater management facility that will be located on W. Locust Street.
- Mayor Jones and Ken Keefer discussed possibly opening the Community Center to 50% capacity. This will be discussed in more detail at the March work session.
- Mayor Jones reminded everyone that Union Bridge will be celebrating its 150th anniversary this year and he is in the process of organizing a committee to plan a celebration.

ATTORNEY REPORT – JOHN MAGUIRE

-Mr. Maguire stated that the second iteration of the updated concept plan for the solar project has worked its way through the various county review agencies. Mr. Cueman has also been reviewing the concept plan and providing comments on behalf of the Town. The concept plan has gotten sufficient preliminary approvals and has been cleared to go to the Carroll County Planning Commission for review. In the County system, the Carroll County Planning and Zoning Commission will either have questions or concerns and ask for more review or they will be reasonably satisfied with it and allow it to move forward administratively toward an approval. Parallel with that, Mr. Cueman made a presentation to the Union Bridge Planning Commission on February 18, 2021, claiming that the concept plan may also be ready to come before the Union Bridge Planning Commission for approval of the small portion that is currently in Union Bridge. The County Planning Commission will be ruling on the area that is not in the town limits and Union Bridge Planning and Zoning Commission will be ruling on the area that is inside the town limits of Union Bridge. This matter is currently scheduled for the Carroll County Planning Commission agenda on March 16, 2021, starting at 9:00 a.m. These meetings are live-streamed so everyone can attend. Mr. Cueman and Mr. Maguire will observe and participate, if necessary. The concept plan approval is a function of the Union Bridge Planning Commission and the annexation is a function of the Town Council. When a final plan is close, the developer will submit a petition to annex and that will come to the Union Bridge Town Council and will have to go to public hearing and work its way to annexation in accordance with the settlement agreement that was reached with the Public Service Commission. Mr. Cueman pointed out there are some concerns about stormwater management with the way the water runs off the panels and accumulates and causes erosion. The County Environmental Department is working on this, Mr. Cueman is closely watching this to see if there is any need for input from the Town. Mr. Cueman reported that special effort to address glare and aesthetics along the southern entrance on Main Street, where he has asked for a fence increased in size from 6 feet to 8 feet with a solid cloth to prevent glare until the trees have matured enough to provide the permanent screening.

ATTORNERY REPORT – MANDI PORTER

-Ms. Porter stated that the draft Ordinance No. 317 – Solar Regulations was discussed at the February 18, 2021 Union Bridge Planning and Zoning Commission. Ms. Porter advised the commission that Carroll County is currently updating their solar regulations ordinance to include agriculture zones. After discussion, Union Bridge Planning and Zoning Commission agreed to wait to see where the County goes with their text amendment.

-Ms. Porter reported that the Planning and Zoning Commission recommended that The Town of Union Bridge update its Capital Improvement Program (CIP) to guide the municipal and fiscal planning of capital projects for the fiscal years 2021 – 2027. Included in the CIP is Planning and Zoning Commission recommendation to transfer and apply the Brine Storage Tank Project that was funded in the amount of \$90,000.00, in FY 09 (but never moved forward due to project cost ineffectiveness) be transferred and applied to funding needed for the I & I Preliminary Engineering Report. After discussion, Resolution No. 01-21 Capital Improvement Program was introduced. Union Bridge is not required to have a public hearing for this resolution and council can adopt this resolution tonight if they feel comfortable doing so. **Councilmember Donald Wilson motioned to approve Resolution No. 01-21 concerning the CIP. Councilmember Ellen Cutsail seconded and the motion passed unanimously.** A copy of Resolution No. 01-21 is attached to and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

-Deputy Colussy reported that between the dates of January 25, 2021 until February 21, 2021, the Carroll County Sheriff's Office responded to 61 calls for service within the town limits of Union Bridge. Out of those calls for service, only four (4) calls required a report. A copy of Deputy Colussy's report is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-Cheri Thompson, Dream Big stated that Dream Big would be like to be involved in the planning of the Town's 150th anniversary.

COMMITTEE REPORTS

WATER/SEWER

-Ms. Kalin stated she has not received any water and sewer calls this month.

STREETS

- Mr. Wilson stated that Stambaugh's did an excellent job cleaning and salting the streets after the most current snow fall.
- Mr. Wilson plans on cleaning the walking trail tomorrow.
- A resident assisted the town in clearing the snow at the east end of Elger Street. Mr. Wilson thanked, Mr. Studebaker for helping out his community and how greatly he appreciated his assistance.
- Mr. Wilson stated how nicely the tree at the square is decorated for Valentine's Day. The decorations really enhance the town.

COMMUNITY CENTER

-Mr. Wentz had no new business.

STREET LIGHTS

- Laura Conaway reported four (4) street lights in need of repair to First Energy.
- Ms. Conaway will share the information on the virtual movie for the "If I Were Mayor" essay contest.

POLICE

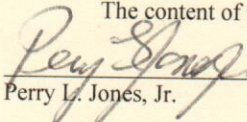
- Ms. Cutsail informed everyone that the 2021 "If I Were Mayor" essay contest, will be implemented in full. The MML has a virtual movie that can be shown at the school.
- Ms. Cutsail is still looking for a shredding company.
- Ms. Cutsail will be attending the Engagement and Outreach meeting on February 25, 2021.
- Ms. Cutsail has been trying to get in contact with the Town's Parking Enforcement Officer and has yet been able to get in touch with her.

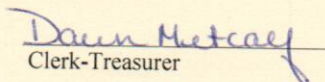
Councilmember Ellen Cutsail motioned to adjourn the Council meeting. Councilmember Laura Conaway seconded and the motion passed unanimously.

The next council meeting will be held on March 22, 2021.

The next work session will be held on March 8, 2021.

The content of the council meeting is contained on a zip drive.


Perry L. Jones, Jr.


Dawn Metcalf
Clerk-Treasurer