

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES
May 23, 2022

The Council met in the Union Bridge Town Hall, on Monday, May 23, 2022 at 7:00 p.m., for their monthly council meeting. Notice of the 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; Laura Conaway; Amy Kalin; Cheri Thompson; Edgar Wentz; and Town Attorney, Mandi Porter. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Laura Conaway motioned to approve the April 2022 operating statements; April 25, 2022 public hearing minutes; April 25, 2022 council meeting minutes; May 9, 2022 work session minutes and Quantum financial statements for April 2022. Councilmember Donald Wilson seconded and the motion unanimously.**

MAYOR'S REPORT

- Mayor Jones reported that the railroad crossing repair had a few setbacks. Due to the delays, the reopening of Route 75 will be moved up to the morning hours of May 24, 2022.
- The 150th Celebration Parade will be held on Saturday, June 4, 2022, at 2:00 p.m. Due to the possibility of Shepherds Mill Road being closed for the bridge repair, Route 75 cannot be used on the parade route. Everyone participating in the parade will meet at the Community Center. The parade procession will then proceed down E. Locust Street, turning right onto S. Farquhar Street, turning left onto E. Broadway, turning left at Whyte Street, turning left onto W. Locust Street ending in front of the Post Office.
- When work begins on Shepherds Mill Road it is proposed to be closed for one (1) year. Mayor Jones suggested that residents know alternate routes to get in and out of Town in case Route 75 is shut down due to flooding.
- Mayor Jones reported that Maryland Board of Public Works approved grant funding in the amount of \$99,800.00 for the Union Bridge Wastewater Treatment Plant Enhanced Nutrient Removal (ENR) Upgrade project study.
- Mayor Jones reported that Union Bridge will receive funds from the State of Maryland, in the amount of \$5,000,000.00, to help fund upgrading the Town's sewer plant and move it out of the flood plain.
- Mayor Jones informed the council that the Maryland Community Development Block Grant Program Citizen Participation Plan and the Residential Anti-Displacement and Relocation Assistance Plan needed to be updated. After discussion, **Councilmember Donald Wilson motioned to approve the updated Maryland Community Development Block Grant Program Citizen Participation Plan and the Residential Anti-Displacement and Relocation Assistance Plan. Councilmember Amy Kalin seconded and the motion passed unanimously.** Both plans are good for five (5) years. A copy of the Maryland Community Development Block Grant Program Citizen Participation Plan and the Residential Anti-Displacement and Relocation Assistance Plan is attached and made a part of these minutes.
- The annual Circuit Rider funding application is due to the State of Maryland by June 13, 2022. The annual fee will remain at \$1,250.00. As we have done in the past, the Town must renew the two (2) documents; Memorandum of Agreement (MOA) between MRDC and the Town, and an Assurances Agreement required by the State of Maryland, to support this application in order to retain Mike Reynolds as a resource for the Town. **Councilmember Laura Conaway motioned for the Town to re-apply for the Circuit Rider Program with the annual fee to remain at \$1,250.00 and authorizing the Mayor and Council to sign the MOA between MRDC and Union Bridge, and the Assurances Agreement required by the State of Maryland. Councilmember Cheri Thompson seconded and the motion passed unanimously.** A copy of both documents will be attached to and made a part of these minutes.
- The Town of Union Bridge Stormwater Management Project has begun. The County will be paying for this installation and the Town will be responsible for maintaining the facility.

ATTORNEY REPORT – MANDI PORTER

-Mandi Porter reported that Ordinance 317 is up for introduction. Ordinance 317, Solar Energy Conversion Facilities, amending certain zoning provision in Union Bridge Code Chapter 220, Article 4, to establish criteria and procedures for the review, approval and use of certain Solar Energy Conversion Facilities within the Town's municipal limits. This ordinance concentrates on size limits, setbacks, height limits, electrical connections, appearance, landscaping buffers for ground-mounted facilities. Roof-mounted facilities shall be limited to the size of the roof. There is also language that includes provisions for large-scale solar conversion facilities. A decommission plan is also included for large-scale solar conversion facilities. The Union Bridge Planning and Zoning Commission recommended Ordinance 317 be forwarded to Mayor and Council. Mayor Jones stated that Ordinance 317 is introduced. A public hearing for Ordinance 317 will be held on June 27, 2022. A copy of Ordinance 317 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 April 25, 2022 until May 22, 2022, the Carroll County Sheriff's Office responded to 51 calls for service within the town limits of Union Bridge. Out of those calls for service, only six (6) required a report. A copy of Deputy Colussy's report is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-There were no public comments or concerns when Mayor Jones asked during the course of the meeting. Just before the meeting was motioned to adjourn, a few residents wanted to know if the Mayor and Council were going to discuss the issues with bells at St. James Methodist Church. Mayor Jones stated that the Town has no jurisdiction over the church bells and that the people who have complaints with the bells need to work it out with St. James Lutheran Church.

COMMITTEE REPORTS

WATER/SEWER

- Ms. Kalin had four (4) phone calls related to water or sewer since the last Town Council meeting. Ms. Kalin referred all callers to call the Town Hall.
- Ms. Kalin has received many phone calls concerning the water and sewer line insurance.
- A copy of Ms. Kalin's full report is attached to and made a part of these minutes.

STREETS

- Mr. Wilson reported that Chris Harris mowed the area for the Duck Derby.
- Mike Reynolds will be applying for a grant to purchase a special mower to help with mowing around Union Bridge trails.
- Pothole repair will resume once the Town's Perma Patch order is received.
- Lehigh will be giving two (2) one (1) hour tours of their complex on June 4, 2022.

COMMUNITY CENTER

- Mr. Wentz reported that Mr. Weeks is currently working on mulching the playground.
- A copy of Mr. Wentz's full report is attached to and made a part of these minutes.

POLICE/MOWING/CHRISTMAS LIGHTS

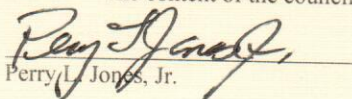
- Ms. Conaway introduced Monte Vanderhoof and Reilly Goff from Boy Scout Troop 582.
- Ms. Conaway received a parking complaint of a large company truck and trailer on Farquhar Street for longer than four (4) hours. Ms. Conaway took pictures of the vehicle and reported it to the Clerk-Treasurer, who called the company the truck belonged to and spoke to the owner of the company who assured her that the issue would be addressed.
- Ms. Conaway has been working on Banner City registration form, which is due May 26, 2022.
- Ms. Conaway ordered a few more Christmas banners.
- A copy of Ms. Conaway's full report is attached to and made a part of these minutes.

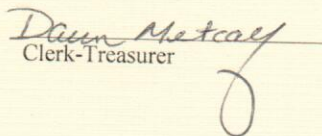
STREET LIGHTS/TRASH

- Ms. Thompson received a message that there was a possible problem with the crosswalk light operation. Ms. Thompson checked on the lights and everything appeared to be working properly.
- Ms. Thompson was the guest speaker at the Tea Party for Union Bridge Church of the Brethren.
- Ms. Thompson thanked Councilmember Donald Wilson for all of his help and cooperation for the use of the walking trail for the Duck Derby.
- Ms. Thompson thanked everyone who purchased ducks to help support Dream Big's endeavors.
- A copy of Ms. Thompson's full report is attached to and made a part of these minutes.

Councilmember Laura Conaway motioned to adjourn the Council meeting. Councilmember Cheri Thompson seconded and the motion passed unanimously.

The next council meeting will be held on June 27, 2022.
The June 13, 2022 work session is canceled.
The content of the council meeting is contained on a zip drive.


Perry L. Jones, Jr.


Dawn Metcalf
Clerk-Treasurer