

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
September 26, 2022

The Council met in the Union Bridge Town Hall, on Monday, September 26, 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; Town Attorney, John Maguire; Town Attorney, Mandi Porter; Circuit Rider, Mike Reynolds; Planning Consultant, Edmund Cueman and Operator and Maintenance (O&M) W/S Subcontractor, Jeff Glass. Woodhaven Representatives, Jim Piet and Marty Hill were also in attendance. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Laura Conaway motioned to approve the August 2022 operating statements; August 22, 2022 council meeting minutes, September 12, 2022 work session minutes and Quantum financial statements for August 2022. Councilmember Edgar Wentz seconded and the motion passed unanimously.**

WASTEWATER TREATMENT PLANT UPDATE

-Mr. Piet requested to be on the agenda to discuss activities related to the Town's Wastewater Treatment Plant (WWTP) including the current capacity of the WWTP, the status of grants, the Enhanced Nutrient Removal (ENR) Study, the Inflow and Infiltration (I&I) Program, \$5,000,000.00 and the potential to purchase land from Citizens UB Solar.

\*WWTP Capacity: 200,000 gallons.

\*Average Sewer Flows: O&M Operator, Jeff Glass reported on the average sewer flows for the following years.  
2019 – 189,000 gallons per day  
2020 – 149,000 gallons per day  
2021 – 160,000 gallons per day  
2022 – 143,000 gallons per day (to date)

\*Average Water Usage: O&M operator, Jeff Glass estimated that the daily water usage is between 98,000 and 100,000 gallons per day.

\*ENR Study Status: The Town needs to obtain a preliminary engineering report (PER) to decide the best course of action to address the Town Waste Water Treatment Plant. Maryland Department of the Environment will be funding 100% of the study. MDE determined that the Town is approved to use GHD Engineering for under \$100,000.00. GHD's submitted a proposal in the amount of \$99,800.00 to complete the study and provide the PER. Town is waiting for the funding request to be voted on by the Maryland Board of Public Works. An onsite WWTP overview was performed with MDE on July 18, 2022. The Town continues to collect flow reads.

\*I&I Status: After the Town received GHD's initial study final report Council decided to move forward with performing smoke and video testing. A quote from GHD to complete CCTV and smoke testing of the entire Town, along with costs to prepare a Preliminary Engineering Report (PER) and Environmental Review. This will be required to move forward with any additional funding needed for corrective action, resulting from the CCTV and smoke testing. The revised estimate from GHD is \$228,000.00. Union Bridge has budgeted \$90,000.00 for this project. ARPA funds will cover the remaining \$138,000.00. The Town will work with GHD to conduct the field investigations.

\*\$5,000,000.00 State Awarded Funds: Union Bridge was awarded \$5,000,000.00 from the State of Maryland to upgrade or move the WWTP. These monies can only be used for capital improvements and cannot be used for increasing the WWTP capacity for developments.

\*Land Purchase: Town Attorney, John Maguire, reported that the town has five (5) years from the operational date of the solar facility to purchase property from Citizens UB Solar. The operational date was April 21, 2022.

-Mr. Marty Hill stated that his company and Wormald's went together two (2) or more years ago to have an engineer prepare a study on the possible expansion or relocation of the Union Bridge WWTP. Mr. Hill stated that he would be happy to share this study with Union Bridge and GHD. Mr. Hill stated that they are ready to improve the site if they can get the sewer capacity.

MAYOR'S REPORT

-Mayor Jones attended the September 22, 2022, Maryland Municipal League Carroll County Chapter meeting. Councilmembers Amy Kalin and Cheri Thompson asked to be appointed to be Union Bridge's liaisons on the Bureau of Aging and Disabilities.

-Mayor Jones serves on the Maryland Municipal League Legislative Committee.

- Councilmember Laura Conaway will be representing the Town at the Friends Meeting House event on October 9<sup>th</sup>.
- Magstone and Linbeau's will be having their annual ballgame for fund raising for Suicide Prevention in memory of Derek Sinnott on October 2, 2022.

ATTORNEY REPORT – MANDI PORTER

- Town Attorney, Mandi Porter, stated that she received the request from Mayor and Council to change the charter concerning the election procedures. Ms. Porter is checking to make sure all changes are legal. She doesn't think it will be a problem to have the changes in place for the upcoming election in 2023.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

- Deputy Colussy reported that between the dates of May 23, 2022, until September 25, 2022, the Carroll County Sheriff's Office responded to 142 calls for service within the town limits of Union Bridge. Out of those calls for service, only 15 calls required a report. A copy of Deputy Colussy's report is attached to and made a part of these minutes.
- On Saturday, October 29, 2022, from 1:00 to 3:00 p.m., Deputy Colussy will be collecting unwanted or expired prescription drugs at the Union Bridge Town Square.
- Human Services Programs of Carroll County has requested that those residents in need of fuel or heating assistance for winter, should apply for those services now, due to possible supply chain shortages for fuel oil and/or lack of funds. You can apply for these services at Human Services Programs of Carroll County at 10 Distillery Drive, Westminster, MD.

PUBLIC COMMENTS AND CONCERNS

- Town resident, Nicole Mister (27 S. Main St.), shared her concern for pedestrian safety on Main Street. She is concerned with the speed limit that vehicles travel on Main St. Mayor Jones stated that Deputy Colussy does patrol the area.

CIRCUIT RIDER – MIKE REYNOLDS

- Mike Reynolds went over his project and grant status report. A copy of Mr. Reynolds report is attached to and made a part of these minutes.

COMMITTEE REPORTS

WATER/SEWER

- Ms. Kalin had no phone calls related to water or sewer since the last Town Council meeting.
- Ms. Kalin reported that the Friends Meeting House is having an open house on October 9, 2022 from 1:00 to 4:00 p.m.
- Standing Together Against Addiction put up purple lights at the town square for Drug Awareness month.
- A copy of Ms. Kalin's full report is attached to and made a part of these minutes.

STREETS

- White Pine paved several roads in Union Bridge this month. A new culvert was also installed on Tener Alley.
- Mr. Wilson reported that on or about October 3, 2022, Shepherds Mill Road will be shut down so that the bridge repair can begin. A sign designating the direction to Lehigh has been erected.

COMMUNITY CENTER

- Mr. Wentz reported that he attended the MML Carroll County Chapter meeting on September 22, 2022.

POLICE/MOWING/CHRISTMAS LIGHTS

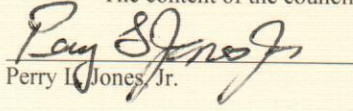
- Ms. Conaway contacted the town's Parking Enforcement Officer about a car parked over the white line and another with expired registration.
- Attended a meeting with Antietam Broadband.
- Ms. Conaway thanked Lehigh for donating money to fully support National Night Out (NNO) on August 2<sup>nd</sup>. And the Union Bridge Fire Company for coming to the rescue with a generator for NNO.
- The Fire Company donated ice for the Town's Snowballs at the Square. Syrup, cups, napkins and spoons that were left over from NNO were used, so there were no out-of-pocket costs to the Town. This event will be repeated next year.
- Ms. Conaway's report is attached to and made a part of these minutes.

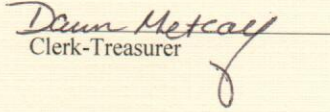
STREET LIGHTS/TRASH

- Ms. Thompson also attended NNO at both Union Bridge and New Windsor. She also attended the Back-to-School Backpack Ice Cream Social, held by St. James Lutheran Church.
- Ms. Thompson thanked Councilmember Donald Wilson for installing the park bench Dream Big donated to the Town.
- Ms. Thompson contacted Potomac Edison (PE) about installing the new light on S. Farquhar and has pricing for the arm extension.
- 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 Edgar Wentz seconded and the motion passed unanimously.

The next council meeting will be held on October 24, 2022.  
The next work session will be held on October 17, 2022.  
The content of the council meeting is contained on a zip drive.

  
Perry L. Jones, Jr.

  
Dawn Metcalf  
Clerk-Treasurer