

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
May 18, 2020

The Council held a GoToMeeting teleconference, on Monday, May 18, 2020, 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, Laura Conaway, Amy Kalin, Ellen Cutsail and Edgar Wentz present. Mayor Perry Jones opened the meeting with the pledge to the flag. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Ellen Cutsail motioned to approve the April operating statement; April 27, 2020 council meeting minutes and Quantum financial statements for April 2020. Councilmember Laura Conaway seconded and the motion passed.**

MAYOR'S REPORT

- Mayor Jones thanked all the businesses in town that have stayed open to serve their community during this challenging time.
  - Mayor Jones reported that the VFW Memorial Day Remembrance event is cancelled.
  - Mayor Jones reported that the Union Bridge Fire Company Carnival is cancelled.
  - Mayor Jones reminded everyone that a public hearing to consider comments and questions regarding the proposed 20/21 fiscal year budget will be held on June 8, 2020 at 7:00 p.m.
  - The movie that was filmed in Union Bridge will be released on May 19, 2020.
  - MML will be holding a virtual conference this June.
- Mayor Jones stated that as of July 1, 2020 the County will be charging \$30.00 a ton to recycle.
- Military banners have been placed around town.
  - The Town's Tot Lot is still closed. The Town has submitted a plan to re-open the playground area and is waiting for the Maryland Health Department's approval.
  - Union Bridge will be 150 years old in 2022. Mayor Jones continues to work on celebration plans.
  - The Town's Consumer Confidence Report (CCR; Water Quality Report) will no longer be mailed to residents. MDE approved the Town's application to electronically submit the CCR. The CCR is on the Town's website and we encourage everyone to review it.

ATTORNEY REPORT

- Mr. Maguire reported that Citizens sent communication that a check will be sent via FedEx to pay the outstanding invoices. Citizens would like to begin the intake process for submission of a site development plan, a pre-submittal meeting will be scheduled with the County in the near future.
- Mr. Maguire reported at last month's council meeting that Ordinance No. 316, which is a combination of changing the criteria for the Town's Zoning Administrator and regulations regarding small cell wireless facilities, would be brought up at the next Planning and Zoning meeting. Mr. Maguire forwarded the ordinance to Ned Cueman and received a few comments back on Ordinance No. 316 from Mr. Cueman. However, the Planning and Zoning meeting has been cancelled and Ordinance No. 316 has yet to be brought forth to the Planning and Zoning Commission. The Planning and Zoning Commission is planning to meet in June, so Mr. Maguire should have something to report back to Mayor and Council in June or July.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

- Deputy Colussy reported that between the dates of April 27, 2020, until May 17, 2020, the Carroll County Sheriff's Office responded to 36 calls for service within the town limits of Union Bridge. Out of those calls for service, only two (2) 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 Union Bridge, reported that Dream Big is checking on the senior population in Union Bridge, reaching out to see if they are in need of anything. Dream Big is actively working with the food pantry. Through the month of May, Dream Big is sponsoring a Sidewalk Art Contest for the Town's youth. They are accepting chalk drawings with awards to be presented in June. In the month of June, Dream Big will have a craft project for the youth. Baked goods were distributed to all the local businesses in town that have stayed open and to thank them for their service to the community.



-Dream Big is still interested in purchasing Christmas Banners for the Town and is waiting to hear from Councilmember Laura Conaway on the design the Town wishes to have on display.

#### COMMITTEE REPORTS

##### WATER/SEWER

-Ms. Kalin received one phone call for a water leak on George Street, Ms. Kalin was out of town so Mayor Jones and Ken Black took care of it.

##### STREETS

-Mr. Wilson will be meeting with White Pine to go over the Town streets that will be repaired this upcoming fiscal year.

-Mr. Wilson has contacted Chris Harris to start mowing the trail.

-Lehigh will send out their lift to the Town Hall to help repair the town's flag pole.

-Mr. Wilson that report that with the mild winter we had this year, there are very few pot holes to repair.

-Mr. Wilson received a very positive compliment on the Donald D. Wilson Walking Trail. Mr. Wilson stated the trail is highly used.

##### COMMUNITY CENTER

-Edgar had no new business.

##### STREET LIGHTS

-Laura Conaway received a call concerning a water leak, she referred them to the Town Hall and gave Ms. Kalin's phone number as a back-up.

-Laura reported that the Carroll Cable Regulatory Commission meeting was cancelled.

##### POLICE

-Mayor Jones asked Ms. Cutsail if she thought the Town's Parking Enforcement Officer could return to work as of June 1, 2020. Ms. Cutsail agreed to have Parking Enforcement Officer, Rachel Filemyr return to work on June 1, 2020. Ms. Cutsail will contact Rachel.

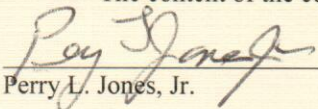
-The Baltimore Sun will be doing an Article on Ms. Cutsail.

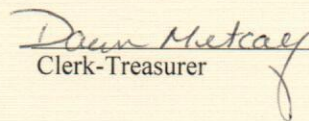
**Councilmember Laura Conaway motioned to adjourn the Council meeting. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**

The next council meeting will be held on June 15, 2020.

A special meeting will be held on June 8, 2020.

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

  
Perry L. Jones, Jr.

  
Clerk-Treasurer



THE TOWN OF UNION BRIDGE  
PUBLIC HEARING

June 8, 2020

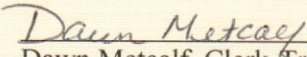
A public hearing was held on June 8, 2020 at 7:00 p.m. in the Union Bridge Town Hall. Meeting was also teleconferenced. This public hearing was held for questions and comments from residents on proposed Budget Ordinance #315-A. Fiscal Year 2020–2021 budget expenditures and revenues of \$1,020,769.00, with the Town tax rate to remain at \$.35 per \$100 of full value assessment of property in The Town of Union Bridge. The Town personal property tax rate will remain at \$.75 per \$100 of assessed value. This public hearing was advertised in the Carroll County Times on Monday, May 11, 2020.

There were no questions or comments.

The sign in sheet is attached to and made a part of these minutes.

The Public Hearing was closed.

Respectfully Submitted

  
Dawn Metcalf, Clerk-Treasurer



TOWN OF UNION BRIDGE  
SPECIAL MEETING/WORK SESSION  
June 8, 2020

The Council held a special meeting on June 8, 2020, at 7:00 p.m., at the Town Hall and via GoToMeeting teleconference. 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. Those present were Mayor, Perry L. Jones Jr.; Donald Wilson; Ellen Cutsail; Laura Conaway; Amy Kalin; Edgar Wentz; and Clerk Treasurer, Dawn Metcalf.

BUDGET ORDINANCE 315-A

Mayor Jones called for a motion on Budget Ordinance 315-A, for fiscal year 2020/2021. **Council member Ellen Cutsail motioned to approve Budget Ordinance 315-A for fiscal year 2020/2021, for expenditures and revenues of \$1,020,769.00, with the town tax rate to remain at \$.35 per \$100 of full value assessment of property in The Town of Union Bridge, and the town personal property tax rate to remain at \$.75 per \$100 of assessed value. Council member Amy Kalin seconded and the motion passed unanimously.** A copy of Budget Ordinance 315-A is attached to and made a part of these minutes.

DONALD WILSON

-Mr. Wilson will meet with White Pine tomorrow to survey the Town streets that are in need of repair.

ELLEN CUTSAIL

-Ms. Cutsail reported that, beginning July 1, 2020, the Carroll County Landfill will be charging \$30.00 a ton tipping fee for recycling. Union Bridge encourages residents to continue to recycle, as landfill costs for recycling is cheaper than cost for refuse.

AMY KALIN

-Amy Kalin had received no phone calls for water/sewer.

LAURA CONAWAY

-Ms. Conaway had received no phone calls for street lights.  
-Ms. Conaway placed an order for banner brackets.

EDGAR WENTZ

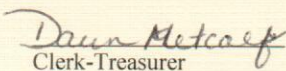
-Mr. Wentz reported that he has received two quotes for replacement of the flat roofs on each side of the Community Center.

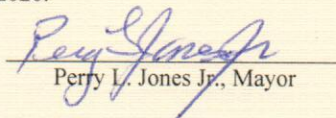
MAYOR JONES

-Mayor Jones continues to participate in teleconference calls with Governor Hogan's staff, Carroll County Commissioners and the County Mayors.  
-The Town Hall Foyer will re-open to the public on June 9, 2020. The back offices will remain closed until further notice.  
-Union Bridge received approval from Ed Singer, Health Officer for Maryland Department of Health, to re-open the Town's playground. The playground will re-open on June 9, 2020. Residents are urged to practice social distancing and to bring hand sanitizer with them.  
-Basketball court will remain closed.  
-On June 1, 2020, the Town's Parking Enforcement Officer returned to full duties.  
-Over 300 MML members have signed up to participate in the MML Virtual Conference.  
-Mayor Jones reported that Mr. Wilson installed a family swing and picnic table along the Donald D. Wilson walking trail.

**Council member Donald Wilson motioned to adjourn the meeting. Council member Laura Conaway seconded and the motion passed unanimously.**

The June council meeting will be held on June 15, 2020.  
The July work session will be held on July 13, 2020.

  
Clerk-Treasurer

  
Perry L. Jones Jr., Mayor