

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
August 24, 2020

The Council held a GoToMeeting teleconference, on Monday, August 24, 2020, at 7:01 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. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Laura Conaway motioned to approve the July operating statement; July 27, 2020 council meeting minutes; August 10, 2020 work session minutes and Quantum financial statements for July 2020. Councilmember Ellen Cutsail seconded and the motion passed.**

CIRCUIT RIDER – MIKE REYNOLDS

-Mr. Reynolds reported that Maryland DNR has approved the Town's Water Treatment Plant (WTP) Emergency Generator project and has committed \$69,180.00 (75%) to the project. Union Bridge's contribution will be \$23,060.00 or (25%) of total project cost when complete. The Town received three (3) bids, Urban Francis, LLC., in the amount of \$60,595.00, Monocacy Valley Electric, in the amount of \$64,260.00 and SWAM Electric Co., Inc., in the amount of \$77,005.00. After comparing the equipment and services quoted from each bidder, Mr. Reynolds recommended that the Town vote to accept the bid from SWAM Electric, in the amount of \$77,005.00. After discussion, **Council member Amy Kalin motioned to accept SWAM Electric bid in the amount of \$77,005.00 for the WTP Emergency Generator Project. Council member Ellen Cutsail seconded and the motion passed unanimously.** Mr. Reynolds, WTP Emergency Generator Project briefing paper is attached to and made a part of these minutes.

-Mr. Reynold's monthly Grant Status Report is attached to and made a part of these minutes.

MAYOR'S REPORT

-Mayor Jones stated that on Saturday, August 29, 2020, Union Bridge Fire Company will be sponsoring a pre-order crab cake sale. August 24, 2020 is the last day to order. Mayor Jones encouraged Union Bridge residents to support their local fire company.

-Carroll County Census held an ice cream social, at the Union Bridge Fire Company, to encourage residents to fill out the 2020 Census Report. Union Bridge and New Windsor have a very low response on filling out the census report.

-Mayor Jones learned at his most recent conference call with the Governor's Office, that drug overdoses have increased by 30%.

-Mayor Jones will be contacting the County to see when the boat launch will be installed.

ATTORNEY REPORT

-Mr. Maguire stated that a notice was sent to American Tower's Legal Department, to give them the opportunity to comment or respond to Ordinance 316. Mr. Maguire received an acknowledgement from American Tower's Legal Department, that notice was received and forwarded to the responsible parties. American Tower did not join this evening's public hearing teleconference and no written comments were received. Since Mayor and Council had no questions for Ms. Porter on Ordinance #316, Mr. Maguire stated that Ordinance #316 was up for action. **Council member Ellen Cutsail motioned to approve Ordinance #316. Council member Donald Wilson seconded and the motion passed unanimously.** A copy of Ordinance #316 is attached to and made a part of these minutes.

-Mr. Maguire updated the Mayor and Council on the engineering review status on Locust Wetland stormwater management facility. Mike Zechman has reviewed the proposed relocation of utility lines and at first glance feels that this work should be fairly routine. Part of Mr. Zechman's contractual duties, he will need to assist the contractor in turning off water mains or otherwise controlling service during the work so he will be able to keep an eye on the pipeline construction. However, the design and maintenance of the stormwater management facilities is beyond his expertise. Chris Heyn at the County offered that the Carroll County Bureau of Utilities, was willing to perform an independent review of what the private consultant has designed and Mr. Hyne was also willing to arrange for construction inspection via the County or the private consultant. If the Town is comfortable with County's offer, Mr. Maguire suggested that the Town accept it and reserve the ability to consult with the Town's engineers if deemed appropriate by the Town. Mayor and Council agreed to accept the County's offer and to reserve the ability to consult with the Town's engineers if necessary. Mayor and Council directed Mr. Maguire to ask Mr. Hyne to have the consultants explain what the long-term maintenance costs would be.

-Mr. Maguire reported that there is an intense effort by surveyors for Citizen's UB Solar, to prepare an annexation plat and site plan. The surveyors have been in constant contact with Edmund Cueman for information on tying into the Town's boundaries.

-Mr. Maguire made Mr. Cueman aware of the discussion last month on electric car charging stations. Mr. Cueman was asked to keep this idea in mind and to discuss with Citizen's while working on the site plan.

#### CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

-Deputy Colussy reported that between the dates of June 15, 2020 until August 23, 2020, the Carroll County Sheriff's Office responded to 156 calls for service within the town limits of Union Bridge. Out of those calls for service, only seven (7) 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

-There were no public comments or concerns.

#### COMMITTEE REPORTS

##### WATER/SEWER

-Ms. Kalin stated she received two (2) phone calls for water and sewer. One call was concerning a billing issue that was forwarded to the Clerk-Treasurer, the other call was for a water leak at the meter of 11 S. Main Street. Mike Zechman was called and the leak was repaired.

##### STREETS

-Mr. Wilson spoke with White Pine and requested that they schedule the Town's street maintenance in conjunction with the Community Center paving project.

-Mr. Wilson invited Council member Edgar Wentz to attend a meeting with Potomac Edison and Rills Construction on adding more street lightning on the lower parking lot of the Community Center on Wednesday, August 26, 2020.

##### COMMUNITY CENTER

-Edgar had no new business.

##### STREET LIGHTS

-Laura Conaway stated that she attended the Carroll County Census ice cream social and that it was well attended.

-Ms. Conaway has received no phone calls for lights this month.

##### POLICE

-Ms. Cutsail reported that she has had a couple trash issues arise this month. Residents have been placing bulk items out for trash pick-up.

-Ms. Cutsail received a complaint concerning someone parking against the flow of traffic. Ms. Cutsail addressed the owner of the vehicle and they understand that it is against the law to park that way.

-Ms. Cutsail was made Vice Chair to the Maryland Municipal League Engagement and Outreach Committee.

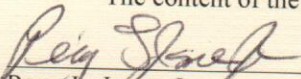
-The property owner for 101 E. Broadway, Mr. Greg Galaida, informed in writing that the Sipes family no longer resides at that residence. Mr. Galaida requested that the Town remove the permitted handicapped parking space that was granted by the MVA for Mr. Sipes. Ms. Cutsail stated that she and Council member Donald Wilson agreed that the permitted handicapped parking space will be removed and that Mr. Black will replace the handicapped sign with a 25 MPH speed limit sign.

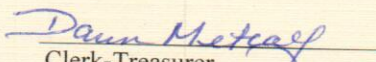
**Councilmember Ellen Cutsail motioned to adjourn the Council meeting. Councilmember Laura Conaway seconded and the motion passed unanimously.**

The next council meeting will be held on September 28, 2020.

A work session meeting will be held on September 14, 2020.

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

  
Perry L. Jones, Jr.

  
Clerk-Treasurer