

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

The Council met in the Union Bridge Town Hall, on Monday, November 22, 2021 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 Attorneys, John Maguire and Mandi Porter. The attendees' sheet is attached to and made a part of these minutes. Councilmember Cheri Thompson stated that she would not accept the minutes as distributed. She asked that the work session minutes be changed to include that, if a meeting date had to be changed and a quorum is needed, she would make every effort to attend. Ms. Thompson also wanted more content included in the minutes on the discussion concerning the comfort station. Clerk-Treasurer informed her that minutes are not written word for word. **Councilmember Amy Kalin motioned to approve the October 2021 operating statements; October 25, 2021 council meeting minutes; November 8, 2021 work session minutes as amended to show that Councilmember Cheri Thompson stated that, if a meeting date was changed, she would make every effort to attend any such meeting if a quorum is needed; and Quantum financial statements for October 2021. Councilmember Donald Wilson seconded and the motion passed 4 to 1, with Councilmember Cheri Thompson voting No.**

MAYOR'S REPORT

-Mayor Jones reported that he heard that a resident stated on Facebook that it would be nice if Union Bridge had a community garden. Mayor Jones stated that, if a place could be found to support a community garden, he is in favor of having one, however he doesn't know of any ground within the corporate limits that could be used for a garden.

-Mayor Jones read a statement concerning the recent interest in having the newsletter mailed out again. Mayor Jones stated that in December 2009, The Town of Union Bridge was notified that the Union Bridge Post Office would no longer accept or process bulk mail. We were also notified by the State of Maryland that our Highway User Funds would be reduced by \$68,300.00 (Highway User Funds has yet to be fully restored). With this information, at the December 14, 2009 work session meeting, the Council agreed that the newsletter would be posted on the Town's website with paper copies available upon request. In an effort to save taxpayer money and to stay environmentally friendly, the newsletter has been and is still available online on the Town's website: www.townofub.org. Printed copies are available at Town Hall, the Post Office and local businesses. If businesses would like additional copies, they should contact Town Hall directly. If anyone would like to receive the newsletter via email, please submit your email address to Town Hall. The Town newsletter is published quarterly in the months of January, April, July and October. A copy of Mayor Jones' statement is attached to and made a part of these minutes.

-Mayor Jones informed everyone that there was no charge for recyclables, but on January 1, 2021, that changed. The Town is now being charged \$30.00 per ton for recyclables. Mayor Jones stated that it is a possibility that the cost per ton for recycling could increase this coming year and the Town may have to consider making businesses responsible for the cost of their own recycling pick-up.

-The December 13, 2021 work session is canceled.

-Terry's Tag and Title held a grand opening on Monday, November 15, 2021, for Postal Xpress N More offering UPS and FedEx shipping.

-At the fall conference Mayor Jones signed Union Bridge up for Sustainable Maryland.

-Mayor Jones is continuing to plan the Town's 150th anniversary celebration.

ATTORNEY REPORT – JOHN MAGUIRE

-Update on the annexation process for Citizens UB Solar Facility project.

- November 23, 2021 will be the fourth (4th) and final weekly advertisement in the Carroll County Times for the Notice of Public Hearing for Annexation Resolution No. 02-21, as required by law.
- Since the resolution has been introduced, full notification has been provided to the County and Maryland Department of the Planning. We have received some feed back from them, and they are entitled to be the first speakers at the public hearing, if they choose to do so. Mr. Maguire feels we will receive some type of comment either in person or by letter.
- The County did an overlay of the survey and on the east side of Main Street, where Sam's Creek meanders. The County thinks that the survey line goes over to the other side of Sam's Creek into Frederick County, amounting to about one-tenth of an acre, out of 69 acres. Mr. Maguire asked the surveyor to review this. If this turns out to be an issue, the best way to handle it is to have the legal description amended to subtract the one-tenth of an acre and change the resolution. This would need to be announced at the public hearing opening it to public comment.
- Mayor and Council will take any comment.
- Once the Public hearing is closed the Mayor and Council are entitled to vote on the annexation.

GENERAL ENGINEERING AND CONSULTING SERVICES FOR DEVELOPMENT REVIEW AND SPECIAL PROJECTS

-Mr. Maguire stated that everyone was given a copy of the amendment for the GHD contract. This amendment is required in order for the Town to be able to move forward with the Waste Water Treatment Plant Enhanced Nutrient Removal study that MDE will fund 100%. After discussion, **Councilmember Laura Conaway motioned to approve the amendment and to authorize Mayor Jones to sign the amendment. Councilmember Edgar Wentz seconded and the motion passed unanimously.** Mike Reynolds will forward this amendment to GHD for signature. A copy of the amendment is attached to and made a part of these minutes.

ATTORNEY REPORT – MANDI PORTER

-At the last Council meeting, Mayor and Council discussed amending the code for the BL district to protect the store fronts on Main Street. The Planning and Zoning Commission asked for clarity from the Town Council as to what specific changes they want to see. Ms. Porter took those specifics to the Planning and Zoning Commission meeting on November 18, 2021. After a long discussion with the P&Z commission, the commission members are hesitant to move forward with these changes because they are afraid that there will be storefronts that will remain vacant if they can't get businesses to inhabit them. Parking was another concern the P&Z commission had. Ms. Porter asked how the Mayor and Council wished to proceed. **Councilmember Donald Wilson motioned to have Ms. Porter draft the ordinance amending the code to protect the storefronts on Main Street in the BL district. Councilmember Laura Conaway seconded and the motion passed unanimously.**

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

-Deputy Colussy was absent.

PUBLIC COMMENTS AND CONCERNS

-Pam Fink reported that Union Bridge Gift Shop will hold a Christmas open house on December 3rd, 4th and 5th. Dream Big continues to move forward with their New Year's Eve celebration. Businesses plan to be open until 10 p.m., a live band is expected to perform, a magician will perform and at midnight they will raise their special duck ornament. Ms. Fink asked Mayor and Council's permission to use the Town's electric for the event, Mayor and Council agreed to allow Dream Big UB access to the Town's electric for their New Year's Eve celebration.

COMMITTEE REPORTS

WATER/SEWER

-Ms. Kalin has received no water and sewer phone calls.
-Ms. Kalin attended the December 18, 2021 Planning and Zoning meeting.

STREETS

-Mr. Wilson walked around town with the new Church of the Brethren Pastor.
-Chris Harris mowed the walking trail park. Mr. Wilson thinks that the Town may want to consider mowing the walking trail area more often.
-Mr. Wilson received a call from a resident on Shriner Alley who was concerned about a pothole and how it would be difficult to plow snow if hole wasn't repaired. Ken Black repaired the hole using cold patch.

COMMUNITY CENTER

-Mr. Wentz stated that the Town has received some questions regarding the comfort station at the Community Center. Due to the past vandalism and abuse of the facility, we will not be re-opening the comfort station. Mr. Wentz stated that all questions, comments and concerns regarding the Community Center, the playground, the ballfields and the comfort station be referred to him.

POLICE/MOWING/CHRISTMAS LIGHTS

-Ms. Conaway reported that she contacted the Dollar General to get permission to set up the food drive on Sunday, December 5, 2021 from 11 a.m. to 3 p.m.
-Ms. Conaway received a call concerning the parking meters lenses fogging up and people can't read how much time they have. Ms. Conaway contacted Parking Enforcement Officer, Leda Bush, to make sure meters readings are readable.
-The new Christmas snowflake lights are up and Ms. Conaway thanked Ken Keefer, Nathan Perry and Rusty for their hard work installing the new lights. A special thank you to Lehigh for allowing Union Bridge to use their cherry picker to aid in the installation of the Christmas lights.
-Union Bridge will be able to purchase nine (9) Christmas banners with the remaining \$577.00 in the Town's budget for Christmas decorations.
-Ms. Conaway's report is attached to and made a part of these minutes.

STREET LIGHTS/TRASH

-Ms. Thompson picked up the Business Passports for Carroll County Downtown. Shop at eight (8) businesses throughout the county, have your passport stamped, and turn it in to any library or Town Hall by December 7, 2021 for a chance to win a \$50.00 gift certificate, good at any of the participating businesses. You can pick up your passport from Ms. Thompson.

- Ms. Thompson visited the grand opening of Postal Xpress N More. As well as providing mailing services, Postal Xpress N More can make promotional products, such as t-shirts and posters.
- Ms. Thompson has been given permission to post items on Carroll County Downtowns Facebook page. If there is anything anyone would like posted please contact Ms. Thompson.
- Ms. Thompson met with Fran (a relatively new citizen) who is a graphic designer and is anxious to get involved with the town.
- Ms. Thompson reported back to interested citizens about the restrooms at the ball fields, and again they are willing to make the repairs to the restroom if the town would supply the materials. Ms. Thompson told them they need to attend a Town Council meeting.
- Ms. Thompson's report is attached to and made a part of these minutes.

CLERK-TREASURER – DAWN METCALF

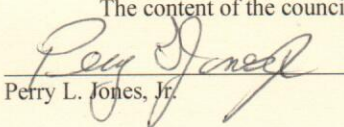
Ms. Metcalf asked to go into closed session to discuss personnel matter.

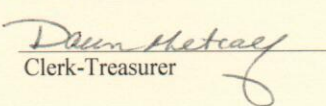
Councilmember Laura Conaway motioned to adjourn the Council meeting and to go into a closed meeting. Councilmember Amy Kalin seconded and the motion passed unanimously.

The next council meeting will be held on December 20, 2021.

The December 13, 2021 work session is canceled.

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


Perry L. Jones, Jr.


Clerk-Treasurer