

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES
December 23, 2024

The Council met in the Union Bridge Town Hall, on Monday, December 23, 2024 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 Laura Conaway; Ellen Cutsail; Bret Grossnickle; Amy Kalin; Cheri Thompson; Town Attorney, Mandi Porter and Town Attorney John Maguire. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Ellen Cutsail motioned to approve the November 2024 operating statements; November 25, 2024 council meeting minutes, December 9, 2024 work session minutes and Quantum's financial statements for November 2024. Council President Laura Conaway seconded and the motion passed unanimously.**

MAYOR'S REPORT

-Mayor Jones attended the Maryland Municipal League (MML) Carroll County Chapter meeting in Manchester.

ATTORNEY REPORT – JOHN MAGUIRE

-Mr. Maguire discussed Citizens UB Solar, LLC, subdivision water and sewer connections. Mr. Maguire reviewed the Declaration of Private Utility Easements and Maintenance Responsibilities for Future Connections draft. **After discussion, Councilmember Bret Grossnickle motioned to accept using this concept as part of the approval process. Councilmember Ellen Cutsail seconded and the motion passed unanimously.** A copy of the Declaration of Private Utility Easements and Maintenance Responsibilities for Future Connections draft document is attached to and made a part of these minutes.

CLERK TREASURER – DAWN METCALF

-The WWTP funds that were placed into a US Treasury matured on December 19, 2024. As of December 20, 2024, the current overall balance is \$5,477,037.29 and a six (6) month US Treasury is yielding 3.95% and a one (1) year at 3.9%. **After discussion, Council President, Laura Conaway motioned to place the funds into the six (6) month US Treasury yielding 3.95%. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY MCGINNIS

-Deputy McGinnis reported that between November 25, 2024 and December 23, 2024, the Carroll County Sheriff's Office received 47 calls for service within the Town of Union Bridge. Out of those calls for service four (4) were found to be reportable. A copy of Deputy McGinnis report is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-Donald Wilson stated a town resident donated \$500.00 to be used for the Donald D. Wilson Walking Trail. Mr. Wilson thanked Ryan Stambaugh for letting the Town use his excavator grapple.

COMMITTEE REPORTS

WATER/SEWER

-Mr. Grossnickle reported that an RFP was issued on August 25, 2024 for an On-Call Engineering Firm. Two proposals were received. One from GHD and one from All4Him Environmental, LLC. **After discussion, Councilmember Bret Grossnickle motioned to enter into an open ended (on-call) agreement with both GHD and All4Him Environmental, LLC to be tasked as appropriate. Council President, Laura Conaway seconded and the motion passed unanimously.**

STREETS

-Ms. Kalin had no new business.

COMMUNITY CENTER

-Ms. Cutsail had no new business.

POLICE/MOWING/CHRISTMAS LIGHTS

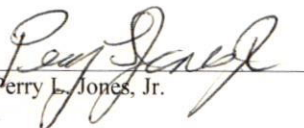
-Ms. Conaway reported that the Cocoa & Candy Cane event was successful and she thanked all who volunteered. A \$10.00 donation was received and was turned into the Town's Clerk-Treasurer.
-Ms. Conaway worked with Leda and Ellen throughout the month regarding parking issues.
-Ms. Conaway's full report is attached to and made a part of these minutes.

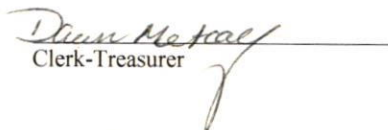
STREET LIGHTS/TRASH

-Ms. Thompson had not issued any light repair tickets since the last council meeting.
-Ms. Thompson thanked Bob Eckard for guiding her to ask Elemer Wolfe Elementary School to borrow their bleachers for Dream Big's Christmas event. The event was very beautiful.

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

The next council meeting will be held on January 27, 2025.
The next work session will be held on January 13, 2025.
The content of the council meeting is contained on a zip drive.


Perry L. Jones, Jr.


Clerk-Treasurer