

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES

April 27, 2026

The Council met in the Union Bridge Town Hall, on Monday, April 27, 2026 at 7:02 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; Anthony Bowman; Ellen Cutsail; Bret Grossnickle; and Logan Grossnickle; and Town Attorney, Mandi Porter. The attendees' sheet is attached to and made a part of these minutes.

Councilmember Ellen Cutsail motioned to approve the March 2026 operating statements; March 23, 2026 public hearing minutes; March 23, 2026 council meeting minutes; April 13, 2026 work session minutes. Council President Laura Conaway seconded and the motion passed unanimously.

Council President Laura Conaway motioned to approve Quantum's financial statements for March 2026. Councilmember Logan Grossnickle seconded and the motion passed 3-2. Councilmembers Anthony Bowman and Ellen Cutsail recused themselves due to a conflict of interest.

MARTIN HILL- WOODHAVEN BUILDING AND DEVELOPMENT, JACKSON RIDGE

-Mr. Hill discussed the status of the Jackson Ridge development, an approved plan within the Town of Union Bridge. The project is ready to move forward with construction of infrastructure for the first section consisting of 73 single-family lots, contingent upon the availability of existing sewer capacity. It was noted that the Equivalent Dwelling Units (EDUs) associated with this section would provide additional funds to support the planned Wastewater Treatment Plant (WWTP) construction. The Public Works Agreement (PWA) review and update process will take several months. Consequently, the anticipated development construction timeline would progress in parallel with the WWTP design and approval schedule, with increased flow from new homes expected to coincide with the opening of the new plant. Mr. Hill presented a formal request that the Mayor and Council allocate the necessary EDUs for the first phase of Jackson Ridge. They emphasized that capacity is currently available in the existing treatment plant, and immediate EDU allocation would allow revenue to begin flowing into the Town's accounts without delay. **Councilmember Bret Grossnickle motioned to approve the allocation of EDUs for 73 single-family lots in the first section of Jackson Ridge. Councilmember Tony Bowman seconded and the motion passed unanimously.**

MAYOR'S REPORT

-Mayor Jones called for a motion on Budget Ordinance 322-A, for fiscal year 2026/2027. **Councilmember Ellen Cutsail motioned to approve Budget Ordinance 322-A, for fiscal year 2026/2027, for expenditures and revenues of \$1,242,826.00, 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 President Laura Conaway seconded and the motion passed unanimously.** This ordinance shall take effect twenty (20) days after date of its signing. A copy of Budget Ordinance 322-A is attached to and made a part of these minutes.

-Mayor Jones reported on trout stockings in Little Pipe Creek.

ATTORNEY REPORT - MANDI PORTER

-Ms. Porter introduced Resolution No. 04-2026 and Resolution No. 05-2026. Resolution No. 04-2026 proposes to raise the general water assessment fee to \$6,282.00. Resolution No. 05-2026 proposes to raise the general sewer assessment fee to \$9,068.00. A public hearing will be held on May 18, 2026 for both Resolutions. A copy of Resolution No. 04-2026 and 05-2026 are attached to and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY MCGINNIS

-Deputy McGinnis reported that between March 23, 2026 and April 27, 2026 there were 53 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.

COMMITTEE REPORTS

WATER/SEWER

-Mr. Grossnickle reported the Town received an update from Mr. Wormald regarding the possibility of building a 400,000 gallon per day (GPD) Wastewater Treatment Plant. Mr. Wormald stated that there will be no forward funding available from his company. All other potential funding options, including the special tax district and any additional grant monies, are expected to take several years before becoming available. Therefore, **Councilmember Bret Grossnickle motioned to proceed with the design and construction of a 200,000 GPD Wastewater Treatment Plant. Council President Laura Conaway seconded and the motion passed unanimously.**

STREETS

-Mr. Bowman will be meeting with Stambaugh's and White Pine this week to go over street repairs.

-Mr. Bowman will look into the parking complaint at the intersection of Farquhar Street and E. Elger Street.

COMMUNITY CENTER

-The Community Center remodel is progressing well. The bathroom floors have been completed, and the stalls will be reinstalled this week. The cloakroom floor and kitchen floor are finished, and the countertops and cabinets are nearly complete. Work on the main hall floor is scheduled to begin this week. A proposal for cleaning the Center following completion of the remodel has been received; one item requires clarification before the proposal can be finalized and signed.

POLICE/MOWING/CHRISTMAS LIGHTS

- Ms. Conaway reported that the Town received a \$550.00 donation from Heidelberg Materials for National Night Out 2026, which will be held on Tuesday, August 4, 2026, from 6:00 – 8:00 p.m.
- Ms. Conaway attended the Carroll County Downtowns meeting.
- Ms. Conaway worked with Leda, Ellen, Dawn and Deputy McGinnis throughout the month regarding parking issues.
- Ms. Conaway's full report is attached to and made a part of these minutes.

STREET LIGHTS/TRASH

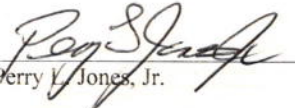
-Mr. Logan Grossnickle had no new business.

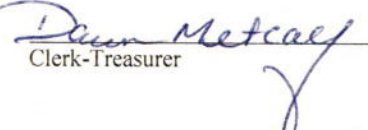
PUBLIC COMMENTS AND CONCERNS

-Jay Landsman introduced himself as a candidate for sheriff in 2026, summarizing a long career in law enforcement and pledging to donate a portion of his salary to public-safety, victim outreach, youth outreach nonprofits if elected.

Council President 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 May 18, 2026.
The next work session will be held on May 11, 2026.
The content of the council meeting is contained on a zip drive.


Perry V. Jones, Jr.


Clerk-Treasurer