

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES
July 26, 2021

The Council met in the Union Bridge Town Hall, on Monday, July 26, 2021, at 7:00 p.m., for their monthly council meeting. Mayor Perry Jones presided over the meeting with council members Donald Wilson, Amy Kalin, Laura Conaway, Cheri Thompson, and Edgar Wentz present. Mayor Perry Jones opened the meeting with the pledge to the flag, led by Liv Thomas. The sign-in sheet is attached to and made a part of these minutes. **Council member Laura Conaway motioned to approve the June operating statement, June 21, 2021 council meeting minutes, July 12, 2021 work session minutes and Quantum financial statements for June 2021. Council member Amy Kalin seconded and the motion passed unanimously.**

"If I Were Mayor" Award Presentation

- Mayor Jones and Council Member Laura Conaway presented the award to Liv Thomas, who read her essay aloud.

MAYOR'S REPORT

- Mayor Jones shared a report of his experience at the MML summer conference held in June 2021. He also gave a synopsis of other various meetings that he attended in the last month. A copy of his report is attached to these minutes.

ATTORNEY REPORT

- Update on UB Solar project:
 - Site plan is behind schedule due to landscaping revisions.
 - Working towards public works agreement. Ned Cueman and John Maguire are working together with the County attorney's office to provide Town documents to support.
 - Anticipate annexation petition to be filed within the next month. Mr. Maguire approved final petition amendments over the phone this afternoon with the attorney for Citizens Solar.
 - Annexation plat is nearly complete, pending a few revisions.
 - 69.5 acres are being annexed with 25- 27 acres already owned by Citizens Solar.
 - Mr. Maguire shared the annexation plan with Steve Horn, the Frederick County Planning Director. Mr. Horn informed Mr. Maguire that his understanding is that the Frederick County portion of the land will go into an agricultural preservation easement.
 - Developer is expected to come to the town and subdivide the farm houses affected by this project. The health department questioned whether there would be sufficient room for a septic system for each farm house or if they would need to connect to the Town sewage system. Developer would be responsible to pay to extend any lines as necessary. More information will be communicated on this topic in upcoming months.
- Update on Locust Wetland Project:
 - The mayor signed the deed last month, per Town Council direction, and it was provided to the County attorney's office.
 - The closing occurred on July 8, 2021. Mr. Maguire is awaiting a copy of the recorded deed.
 - The stormwater management facility site plan has been filed. When ready, the plan will go through the Planning & Zoning Commission for approval. Ned Cueman is coordinating.
 - The land purchase agreement has also been submitted but we are awaiting record of purchase from the County.

CIRCUIT RIDER REPORT

- Mike Reynolds provided an update on the status of the Town ENR study project. Mr. Reynolds recommended to the Town Council to move forward with submission of GHD's proposal to MDE for a decision for funding. A copy of Mr. Reynolds' report is attached to these minutes.
 - o **Motion to submit GHD's ENR Study proposal to MDE for funding approval, was made by Council President Donald Wilson. Council member Laura Conaway seconded and the motion passed unanimously.**

PUBLIC COMMENTS AND CONCERNS

- Master Deputy Brian Colussy: Jun 21, 2021 – Jul 25, 2021, the Carroll County Sherriff's Department responded to 92 calls for service. Only two (2) calls required reports. A copy of the report is attached as part of these minutes.

- Ms. Michelle Smith with Dream Big Union Bridge, stated that there will be a community picnic held on Sunday, August 29th from 4-7 p.m. at the square on Main Street.

COMMITTEE REPORTS

WATER/SEWER

- Ms. Kalin had two (2) phone calls related to water or sewer since the last Town Council meeting.
- Ms. Kalin attended the Planning & Zoning meeting on July 15th.
- Ms. Kalin attended the Work Session held on July 12th.
- Ms. Kalin then gave an overview of her attendance to the MML summer conference.
- A copy of Ms. Kalin's report is attached to these minutes.

STREETS

- Mr. Wilson stated that the Town has contracted Stambaugh's to repair the water line issues on Penrose St.
- Mr. Wilson is awaiting a proposal from White Pine Paving for some road repairs.
- Doug Zepp has been awarded the job to provide landscaping and mulching to some Town properties.

COMMUNITY CENTER

- Mr. Wentz stated that he is working to obtain pricing for some tree trimming around the Community Center.

POLICE

- Ms. Conaway reported the following activities over the past month:
 - June 22 – edited Town newsletter and wrote an article regarding Christmas lights
 - June 24 – edited June's Town Council meeting minutes
 - June 27-29 – Attended MML summer conference
 - July 12 – Attended Work Session; purchased gift card from Originals for "If I Were Mayor" winner; spoke with Leda to understand her responsibilities regarding parking enforcement
 - July 16 – Walked with Leda for approximately 1.5 hours during parking enforcement shift.
 - Ms. Conaway stated that parking in a space with a meter requires the driver to pay the meter or suffer a fine if the meter is expired.
 - July 23 – edited Work Session minutes; produced a "National Night Out" flier for distribution
 - July 26 – took food permit application to the health department for "National Night Out"
 - Ms. Conaway stated that the "National Night Out" event will be held on August 3rd, from 6 – 9 p.m. at the Town lot located at the intersection of Main Street and E. Broadway.
 - Ms. Conaway gave an overview of her attendance to the MML summer conference.
 - A copy of Ms. Conaway's report is attached to these minutes.

STREET LIGHTS

- Ms. Thompson gave an overview of her attendance to the MML summer conference.
- Ms. Thompson reported the following activities:
 - July 10-11 – Attended Union Bridge Gift Shop one-year anniversary celebration
 - July 12 – Attended Work Session
 - July 14 – Reported two (2) lights out
 - July 15 – Attended Flood Zone boat contest
 - July 18 – Attended Flood Zone winner's ceremony
 - July 21 – Approached by Bonnie Staub with Carroll County Economic Development to be the representative for Union Bridge for "The Downtown Group". Meetings are quarterly with the next meeting being held in October.
 - Mayor Jones stated that Ms. Staub should have approached him first to ask for a representative for the Town.
 - A copy of Ms. Thompson's report is attached to these meeting minutes.

OTHER CONCERNS

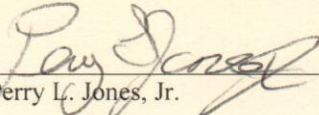
- No other concerns were raised.

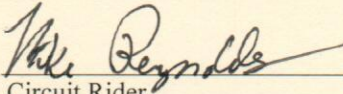
Council member Laura Conaway motioned to adjourn the meeting. Council President Don Wilson seconded and the motion passed.

The next council meeting will be held on August 23rd, 2021.

The next work session will be held on August 9th, 2021.

The content of the council meeting is contained on audio file located on flash drive.


Perry L. Jones, Jr.


Circuit Rider