

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES
December 18, 2023

The Council met in the Union Bridge Town Hall, on Monday, December 18, 2023 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 and Town Attorney, Mandi Porter. The attendees' sheet is attached to and made a part of these minutes.

Councilmember Laura Conaway motioned to approve the November 2023 operating statements; November 27, 2023 council meeting minutes and Quantum's financial statements for November 2023. Councilmember Ellen Cutsail seconded and the motion passed unanimously.

MAYOR'S REPORT

- Mayor Jones attended the County Delegation meeting on December 6, 2023. Mayor Jones requested funds to help increase security at the Union Bridge Town Hall.
- On December 14, 2023 Union Bridge hosted the Carroll County Chapter MML dinner meeting.
- Mayor Jones participated in Wreaths Across America on December 16, 2023.
- Mayor Jones wished everyone a Merry Christmas.

ATTORNEY REPORT – MANDI PORTER

- Ms. Porter prepared an approval and authorization consent form for the cellular tower sublease with the Town and American Tower and sent it to Maria Garcia. Ms. Garcia has forwarded the document to American Tower's legal team. Ms. Porter included language in the consent that if the sublease is terminated, American Tower shall provide immediate written notice to the Town and that if the sublease is amended, a new consent shall be needed by the Town.
- Ms. Porter reviewed the request from Caleb and Kira Dasch at November's council meeting to be given property rights to the alley that is adjacent to their property located at 10 N. Benedum Street. Ms. Porter stated that the alley is unimproved and has not been maintained by the Town and it is stated in a letter dated May 24, 1988, that the Town has no present intention of paving or otherwise preparing the alley for public use and, in her opinion, this is a private matter between the adjacent property owners. It is the responsibility of the two property owners to seek legal council to have the property divided and deeded legally to them.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY MCGINNIS

- Deputy McGinnis reported that between the dates of November 27, 2023, until December 18, 2023, the Carroll County Sheriff's Office responded to 20 calls for service within the town limits of Union Bridge. Out of those calls for service, only two (2) calls required a report. A copy of Deputy McGinnis's report is attached to and made a part of these minutes.
- Deputy McGinnis reported that there has been an influx of thefts from vehicles.
- The Carroll County Sheriff's Department is giving free car locks to anyone that is interested. The supply is limited, so if anyone is interested, contact the Carroll County Sheriff's Department.

PUBLIC COMMENTS AND CONCERNS

- Donald Wilson wished the Mayor and Council a Merry Christmas.
- Patty Ludlam of 20 S. Benedum St. updated Mayor and Council on the trailer that has been parked in front of 22 S. Benedums Street for days without moving. Councilmember Laura Conaway stated that the trailer was issued a citation.

COMMITTEE REPORTS

WATER/SEWER

- Mr. Grossnickle has attended several meetings concerning PFAS and I&I projects.

STREETS

- Ms. Kalin has had several complaints concerning streets, one such incident is that vehicles are not stopping at the intersection of Whyte Street and West Broadway. One vehicle made a U-turn on Main Street directly in front of an oil tanker.
- Ms. Kalin stated that the County Passport Program brought in new customers to her salon.
- Ms. Kalin complimented Dream Big on their Christmas tree.

COMMUNITY CENTER

- Ms. Cutsail has been working closely with Parking Enforcement Officer Leda Bush and Councilmember Laura Conaway on possible vehicle violations throughout Town.

POLICE/MOWING/CHRISTMAS LIGHTS

- Ms. Conaway addressed several parking issues since last month's meeting.

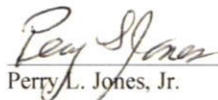
- On December 8, 2023 the Town hosted Cocoa & Candy Canes event and served between 80-90 hot cocoas. Ms. Conaway thanked Santa Tony and Mrs. Claus (Joy Bowman) for volunteering at the event.
- The timer for the Christmas lights is not working properly. It turns off, but does not turn on. Ms. Conaway has to turn the lights on manually every night at 5:00 p.m. Ms. Conaway thanked her husband, Joe Conaway and Angelo Monteleone for helping with the Christmas lights.
- Saturday, December 9, 2023, the town held a food drive at the Dollar General to benefit the St. James food pantry.
- Ms. Conaway's full report is attached to and made a part of these minutes.

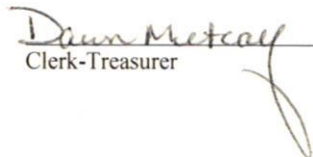
STREET LIGHTS/TRASH

- Ms. Thompson turned in one (1) street light on W. Broadway repair ticket since the last council meeting.
- Ms. Thompson's full report is attached to and made a part of these minutes.

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 January 22, 2024.
The next work session will be held on January 8, 2024.
The content of the council meeting is contained on a zip drive.


Perry L. Jones, Jr.


Clerk-Treasurer