

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
November 28, 2022

The Council met in the Union Bridge Town Hall, on Monday, November 28, 2022 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 Attorney, Mandi Porter. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Laura Conaway motioned to approve the October 2022 operating statements; October 24, 2022 council meeting minutes, October 24, 2022 closed session minutes, November 14, 2022 work session minutes and Quantum financial statements for October 2022. Councilmember Edgar Wentz seconded and the motion passed unanimously.**

CARROLL MEDIA CENTER (CMC)

-CMC Executive Director, Richard Turner and Managing Editor – Digital Content, Bob Blubaugh, attended the meeting to discuss the possibility of streaming Union Bridge council meetings live. The fiber connection ends at the fire company. Union Bridge would have to have the fiber extended to the town hall. Councilmember Laura Conaway will speak with the Carroll Cable Regulatory Commission (CCRC) Chair, Mark Ripper to find out the process to have the fiber extended to Union Bridge Town Hall. Ms. Conaway will report back to Mayor and Council on the process and the next steps that need to be taken.

COMMUNITY CENTER WALKWAY ROOF PROJECT

-Funding for the walkway roof project has been secured with the FY22 Program Open Space (POS) grant. Union Bridge received three (3) bids.

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|------------------|-------------|
| S&K Roofing:     | \$ 5,937.00 |
| Morris Brothers: | \$ 4,685.00 |
| Donald B. Smith: | \$10,800.00 |

**Councilmember Edgar Wentz motioned to accept Morris Brothers bid in the amount of \$4,685.00. Councilmember Laura Conaway seconded and the motion passed unanimously.** Copies of the bids are attached to and made a part of these minutes.

FERGUSON METER TOP PROPOSALS

-Union Bridge received the results for the Beacon Orion Cellular Coverage Analysis. If Union Bridge decides to go with the Beacon Cellular AMI system, Union Bridge is 100% positive for AT&T coverage. After discussion, **Councilmember Amy Kalin motioned to go with the Beacon Cellular AMI System, in the amount of \$101,879.00, with a yearly reoccurring Beacon Mobile Hosting Service fee, that will require increasing the base fee for Water and Sewer July 2023. Councilmember Cheri Thompson seconded and the motion passed unanimously.** A copy of the proposals and the cellular coverage analysis is attached to and made a part of these minutes.

MAYOR'S REPORT

-The AED's have been delivered. One will be installed in the Council Chambers and the other one will be installed in the Union Bridge Community Center.

-The portrait of a young lady that Richard Eichman painted, has found its rightful home.

ATTORNEY REPORT – MANDI PORTER

-Town Attorney, John Maguire, discussed the Forest Conservation Deed of Easement with Mayor and Council at the November 14, 2022, work session meeting. Town Attorney, Mandi Porter, stated that the Town shall have in its discretion to designate such portion of the easement as may be necessary to use for the operations and/or discharge associated with a wastewater treatment plant or facility planned for the lands adjacent to the easement. After discussion, **Councilmember Laura Conaway motioned to approve the Forest Conservation Deed of Easement and to authorize Mayor Jones to sign it. Councilmember Donald Wilson seconded and the motion passed unanimously.** A copy of the Forest Conservation Deed of Easement is attached and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

-Deputy Colussy reported that between the dates of October 23, 2022, until November 27, 2022, the Carroll County Sheriff's Office responded to 56 calls for service within the town limits of Union Bridge. Out of those calls for service, only one (1) call required a report. A copy of Deputy Colussy's report is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-Pam Grimes, 102 George Street, reported that her water was cloudy.

CIRCUIT RIDER – MIKE REYNOLDS

-Mike Reynolds was absent.

#### COMMITTEE REPORTS

##### WATER/SEWER

- Ms. Kalin had two (2) phone calls related to water and sewer since the last Town Council meeting.
- Ms. Kalin said that Ms. Vicky Myers was very thankful that the trees that were growing in the alley were cut down.

##### STREETS

- Mr. Wilson reported that Kibler Construction has finished up with the Locust Wetland project. They were unable to get approval from the County to pave the small area that would complete George Street.
- Scrap metal had been removed from the Waste Water Treatment Plant.
- Mr. Wilson has contacted two (2) tree removal companies concerning the dead tree at the Community Center.

##### COMMUNITY CENTER

- Mr. Wentz had no new business.

##### POLICE/MOWING/CHRISTMAS LIGHTS

- Ms. Conaway has been in contact with S&S Property Services for an update on their CDA application.
- Ms. Conaway reported that bible study will start back up at Shriner Court.
- Ms. Conaway received a call from a resident of Shriner Court reporting an issue with their heat.
- Ms. Conaway thanked Kenney Keefer, Shawn Stewart and Steven Reichart for braving the cold weather and installing the Christmas lights.
- Ms. Conaway received a message from Clerk-Treasurer, Dawn Metcalf about a possible nuisance ordinance violation on Elger Street.
- Ms. Conaway's report is attached to and made a part of these minutes.

##### STREET LIGHTS/TRASH

- Ms. Thompson contacted Potomac Edison concerning the newly installed street light on S. Farquhar and emailed the Mitten's to let them know she is working with Potomac Edison to see if the issue can be resolved.
- Ms. Thompson's report is attached to and made a part of these minutes.

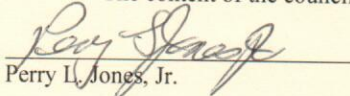
**Councilmember Laura Conaway motioned to adjourn the Council meeting. Councilmember Edgar Wentz seconded and the motion passed unanimously.**

**Councilmember Laura Conaway motioned to go into closed session for legal counsel. Councilmember Donald Wilson seconded and the motion passed unanimously.**

The next council meeting will be held on December 19, 2022.

The December 12, 2022 work session is cancelled.

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

  
Perry L. Jones, Jr.

  
Dawn Metcalf  
Clerk-Treasurer