

THE TOWN OF UNION BRIDGE
COUNCIL MEETING MINUTES
July 27, 2020

The Council held a GoToMeeting teleconference, on Monday, July 27, 2020, at 7:00 p.m., for their monthly council meeting. Notice of the teleconferenced 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, Ellen Cutsail and Edgar Wentz present. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Ellen Cutsail motioned to approve the June operating statement; June 15, 2020 council meeting minutes; July 13, 2020 work session minutes and Quantum financial statements for June 2020. Councilmember Laura Conaway seconded and the motion passed.**

WATER/SEWER MAINTENANCE - MIKE ZECHMAN

-Mr. Zechman responded to a water line break on Penrose St., which caused a loss of pressure for residence between Stoner Alley and Whyte Street extended, on Wednesday, July 15, 2020. Mike reported that over the past ten (10) years Union Bridge has had several major breaks in this line. Mr. Zechman recommended to the Mayor and Council that this line should be renewed, from Stoner Alley to Whyte Street, which is approximately 275' of piping. Mayor and Council agreed that this water line should be renewed and that Mr. Zechman is to take the lead on this project. Mr. Zechman will solicit prices and get back to the Mayor and Council. Donald and Mike will try to coordinate water line renewal in conjunction with the annual street paving.

MAYOR'S REPORT

-Mayor Jones called for a motion on Shriner Court FY 2020/2021 budget. After discussion **Council member Donald Wilson motioned to approve Shriner Court FY 2020/2021 budget for expenditures and revenues of \$147,206.00. Council member Ellen Cutsail seconded and the motion passed unanimously.** A copy of Shriner Court FY 2020/2021 budget is attached to and made a part of these minutes.

-Program Open Space (POS) approved the Town's project to repave the upper and lower areas of the Community Center parking lot and add additional parking spaces along the circular driveway. \$81,128.00 has been committed to the project. A sealed bid opening was conducted for the Community Center paving project on Tuesday, July 14, 2020 at 10:00 a.m. Three sealed bids for the project were received. Bollinger and Brooks Construction, Inc. bid amount is \$65,804.00; The American Asphalt Paving Company bid amount is \$71,455.00; and White Pine Paving, Inc. is \$38,265.00. White Pine Paving is the lowest by approximately \$30,000.00 due to a pricing error on their part. White Pine Paving confirmed with Council member Donald Wilson that they will honor their bid amount. In Mr. Reynolds' briefing paper, he recommends that the Town vote to accept White Pine Paving, Inc. bid in the amount of \$38,265.00. After discussion, **Council member Donald Wilson motioned to accept White Pine Paving, Inc. bid for the Community Center Paving project in the amount of \$38,265.00. Council member Amy Kalin seconded and the motion passed unanimously.** Due to the low bid, there will be approximately \$35,000.00 remaining, in which Mr. Reynolds will speak with POS representatives to see if the Town can use the remaining funds for needed repair to the Community Center flat roofs.

-Mayor Jones stated that on August 15, 2020, Union Bridge Fire Company will be selling a drive-through chicken dinner. The \$10.00 price includes ½ a chicken and two sides. On August 29, 2020, the Fire Company will be selling crab cakes, pre-ordered only. Mayor Jones encouraged Union Bridge residents to support their local Fire Company.

-The Maryland Municipal League (MML) virtual summer conference was successful.

-MML agreed to cancel the fall conference.

ATTORNEY REPORT

-Mr. Maguire introduced Ordinance No 316. Mr. Maguire stated that this ordinance addresses the need for Union Bridge to establish certain provisions concerning the criteria and procedure to erect Small Wireless Facilities and to amend certain provisions concerning the appointment and conduct of the Zoning Administrator. Mr. Maguire stated that Sec. 15.1 Zoning Administrator language was changed to remove the residency requirement for the Zoning Administrator, and to allow the Mayor to appoint an Assistant Zoning Administrator in case of a conflict of interest with the appointed Zoning Administrator. Mr. Maguire turned over the discussion to his colleague Mandi Porter, on the section for Small Cell Facilities. Ms. Porter explained that Section 4.23 defines principal permitted use, application procedures, application fees, recurring costs, structure removal bond requirements. A public hearing will be held for this ordinance on August 24, 2020. A copy of Ordinance No. 316 is attached to and made a part of these minutes.

-Chris Heyn sent an email to everyone stating that the County is proceeding with the design of the Locust Wetland stormwater management facility now that an agreement has been established between the Town and the Solar company. Mr. Heyn included the preliminary plans for the project. There are some proposed water line relocations, as they will be crossing some sanitary lines. Mr. Heyn stated that the County would like someone representing the Town to review and approve this utility work, and for the Town to inspect and approve any work related to the water line relocations during construction. Mr. Maguire is waiting on a response to the email he sent to Mr. Heyn explaining that with typical Union Bridge development projects, the developer signs a standard agreement to reimburse the Town for its costs associated with the project. The Town did not anticipate out-of-pocket expenses and did not budget for this project. Mr. Maguire would like Mr. Heyn to confirm that the County's project budget includes reimbursement to the Town for costs incurred by the Town. A copy of the preliminary plans is attached to and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

-Deputy Colussy was absent.

MRDC CIRCUIT RIDER - MIKE REYNOLDS

-Mr. Reynolds' monthly grant status report is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-Cheri Thompson, Dream Big Union Bridge, reported Union Bridge Gift and Thrift Boutique has had a very successful three (3) weeks. Cheri thanked the Mayor and Council for attending the grand opening. Cheri stated that Dream Big will be entering a boat in Flood Zones Brewery Anchored Mini Boat Parade. Boats will be anchored in Little Pipe Creek from August 6, 2020 through August 9, 2020. Prizes will be awarded, vote in monetary donations for your favorite boat, all donations will be given to Union Bridge and New Windsor Fire Companies.

-Eric Honecker suggested that the Town could use a few public solar powered electric car charger stations. Eric thought maybe, Citizens UB Solar, should be contacted to see if they would be interested in establishing a few solar powered electric car charger stations for public use in Town. Mayor and Council showed interest in pursuing Mr. Honecker's suggestion.

COMMITTEE REPORTS

WATER/SEWER

-Ms. Kalin stated she received six (6) phone calls concerning the water leak on Penrose Street, between the hours of 9:30 p.m. - 2:00 a.m.

STREETS

-Mr. Wilson congratulated Mayor Jones on his Maryland Municipal League (MML) presidency.

-Mr. Wilson agreed that it would be a good idea to check into placing some solar powered electric car charging stations in town.

-Two trash receptacles have been placed near the picnic tables along the walking trail.

-Mr. Wilson looks forward to getting started on this year's street maintenance.

COMMUNITY CENTER

-Edgar reported he is still waiting on a cost proposal for the Community Center flat roof repairs.

STREET LIGHTS

-Laura Conaway stated that, at the MML conference, Mayor Jones was elected President of the Maryland Municipal League. Laura congratulated Mayor Jones on his Presidency and wished him a successful year.

-Four (4) street lights have had repair tickets issued.

-Ms. Conaway made a trip to Hanover to pick up the banner brackets.

-Ms. Conaway and the Clerk-Treasurer picked up fifty (50) \$5.00 Sheetz gift cards to put in the gift bags for FSK Senior arcade from The Town of Union Bridge. Ms. Conaway designed congratulatory tags and placed them on the gift cards.

-Ms. Conaway attended the ribbon cutting for Dream Big Gift and Thrift Boutique.

-Ms. Conaway attended a meeting with Mayor Jones and Dream Big.

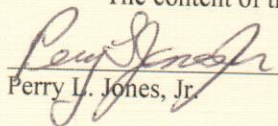
-Ms. Conaway reported that her rooster has been relocated to a good home in the Woodbine area.

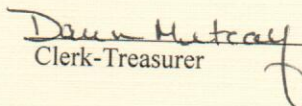
POLICE

-Ms. Cutsail reported that she has had a couple trash issues arise this month and that she is still working on to resolve the trash issue at the Post Office.

Councilmember 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 August 24, 2020.
A work session meeting will be held on August 10, 2020.
The content of the council meeting is contained on a zip drive.


Perry L. Jones, Jr.


Clerk-Treasurer