

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
March 23, 2026

The Council met in the Union Bridge Town Hall, on Monday, March 23, 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 February 2026 operating statements; February 23, 2026 council meeting minutes; March 9, 2026 work session minutes. Councilmember Tony Bowman seconded and the motion passed unanimously. Council President Laura Conaway motioned to approve Quantum's financial statements for February 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.**

MAYOR'S REPORT

-Union Bridge hosted the Maryland Municipal League Carroll County Chapter meeting on March 12, 2026, with 50 people in attendance.  
-Union Bridge Fire Company will hold the yearly carnival on May 29, 2026 – May 31, 2026.  
-A raffle to benefit Union Bridge Fire Company to win a Ruger 380 LCP Max. Drawing will be held on May 10, 2026.

FY 26/27 PROPOSED BUDGET INTRODUCTION

-Mayor Jones introduced the FY 26/27 proposed budget. The proposed budget amount is \$1,242,826.00. A copy of the proposed budget is at the Town Office and can be viewed there Monday – Friday between the hours of 8:00 a.m. – 4:30 p.m. There will be a public hearing to consider comments and questions regarding the proposed FY 26/27 proposed budget on April 27, 2026 at 7:00 p.m. A copy of the FY 26/27 proposed budget is attached to and made a part of these minutes.

ATTORNEY REPORT – MANDI PORTER

-Ordinance No. 322 is up for council approval and passage. Ordinance No. 322 proposes to adopt comprehensive zoning map amendments and to readopt existing zoning map districts so as to constitute a comprehensive rezoning of the Town of Union Bridge in accordance with the recently adopted Fourth Amendment to the Union Bridge Community Comprehensive Plan pursuant to Md. Code ANN., LAND USE ARTICLE Sec 4-2036 of the State of Maryland. **Councilmember Bret Grossnickle motioned approve Ordinance No. 322. Councilmember Ellen Cutsail seconded and the motion passed unanimously.** A copy of Ordinance No. 322 is attached to and made a part of these minutes.

-Ms. Porter announced that on March 19, 2026, Mike Reynolds discussed the Capital Improvement Program (CIP) with the Planning and Zoning Commission. Ms. Porter stated that the Planning and Zoning Commission has recommended approval of the proposed CIP for fiscal years 27-32. Ms. Porter introduced CIP Resolution 03-2026 for fiscal years 27-32. **Councilmember Ellen Cutsail motioned to approve CIP Resolution 03-2026 for fiscal years 27-32. Council President Laura Conaway seconded and the motion passed unanimously.** A copy of Resolution 03-2026 is attached to and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY MCGINNIS

-Deputy McGinnis reported that between February 23, 2026 and March 23, 2026 there were 31 calls for service within the Town of Union Bridge. Out of those calls for service three (3) 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

-Councilmember Bret Grossnickle reported that he has been in contact with the Maryland Department of the Environment (MDE), specifically Matt Marshall, regarding the proposed Wastewater Treatment Plant (WWTP). Mr. Marshall indicated his support for the project and stated he will work with the Town of Union Bridge to help ensure the new WWTP is constructed.

Councilmember Grossnickle further reported that he has emailed both developers outlining potential options. The Mayor and Council have discussed at length the proposal to establish a special taxing district and have also met with the Army Corps of Engineers regarding a possible grant opportunity. While both options are considered viable, neither can be implemented within a reasonable timeframe.

The Town is currently in a position to move forward immediately with the design and construction of a 0.2 MGD wastewater treatment plant, which is urgently needed, and does not wish to delay the project by one to two years.

Accordingly, three potential scenarios have been presented to both Martin Hill and Ed Wormald:

1. Both developers would forward-fund their share of the additional costs required to construct a 0.4 MGD plant.

2. The Town would design and construct a 0.2 MGD plant with components that allow for future expansion to 0.4 MGD. This option may be feasible without forward funding from the developers, depending on how bid results compare to current cost estimates.
3. The Town would construct a 0.2 MGD plant at this time and pursue expansion to 0.4 MGD once additional funding becomes available.

-Mr. Grossnickle reported that PFAS sampling will resume once warmer weather conditions return.

STREETS

-Mr. Bowman reported that Street Maintenance personnel have been busy filling pot holes. If residents have any pot holes in their area that need of repair, please call.

COMMUNITY CENTER

-Ms. Cutsail updated Mayor and Council on the ongoing improvements at the Community Center. As part of the facility’s upgrade efforts, the Town received an estimate from Storey’s Contracting Services, LLC to remove the existing cabinets and countertops and install new ones for the amount of \$14,760.00. The total cost is under \$15,000.00 therefore, the Town is not required to go out for sealed bids. Town Attorney, Mandi Porter had prepared a contract for this work. **Councilmember Ellen Cutsail motioned to accept Storey’s Contracting Services estimate and authorize execution of the prepared contract for the removal and replacement of the cabinets and countertops at the Community Center, at a total cost of \$14,760.00. Council President Laura Conaway seconded and the motion passed unanimously.** A copy of Mr. Storey’s estimate is attached to and made a part of these minutes.

POLICE/MOWING/CHRISTMAS LIGHTS

-Ms. Conaway requested a 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.

-Requested Calls for Service from the Sheriff’s Department for the month of February 2026

-Ms. Conaway worked with Leda, Ellen, Dawn and Deputy McGinnis throughout the month regarding parking issues.

-Ms. Conaway was in contact with Joy Bowman, Shriner Court Property Manager regarding issues at Shriner Court.

-Ms. Conaway’s full report is attached to and made a part of these minutes.

STREET LIGHTS/TRASH

-Mr. Logan Grossnickle reported that Union Bridge requested proposals for trash removal services. The Request for Proposals (RFP) was advertised in the Carroll County Times on February 16, 2026 and February 20, 2026. The Town received four (4) bids.

- Hughes Trash Removal, Inc.  
Three (3) year bid \$228,206.16  
Alternate One (1) year bid \$73,036.08
- M.B.G. Refuse Service  
Three (3) year bid \$526,921.20  
Alternate One (1) year bid \$170,586.00
- Recycle White  
Three (3) year bid \$317,921.76  
Alternate One (1) year bid \$104,878.80
- Republic Services  
Three (3) year bid \$327,525.12  
Alternate One (1) year bid NO BID SUBMITTED

**Councilmember Tony Bowman motioned to accept Hughes Trash Removal, Inc. three (3) year bid in the amount of \$228,206.16. Councilmember Logan Grossnickle second and the motion passed unanimously.** Town Attorney, Mandi Porter will prepare the contract. A copy of the bid tabulation is attached to and made a part of these minutes.

-Mr. Logan Grossnickle reported that he reported several lights in need of repair since last council meeting.

PUBLIC COMMENTS AND CONCERNS

- Sallie Taylor introduced herself and announced her intention to run for the House of Delegates representing the people of the 5th District in the General Assembly.

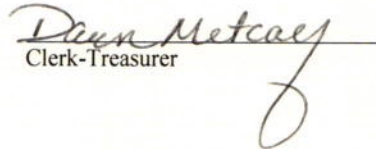
**Council President Laura Conaway motioned to adjourn the Council meeting. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**

The next council meeting will be held on April 27, 2026.

The next work session will be held on April 13, 2026.

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

  
Perry L. Jones, Jr.

  
Clerk-Treasurer