

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
March 22, 2021

The Council held a GoToMeeting teleconference, on Monday, March 22, 2021, at 7:07 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 Perry Jones presided over the meeting with council members Donald Wilson, Amy Kalin, Laura Conaway, Ellen Cutsail, and Edgar Wentz; Town Attorneys, John Maguire and Mandi Porter present. The attendees' sheet is attached to and made a part of these minutes. **Council member Ellen Cutsail motioned to approve the February operating statement, February 22, 2021 council meeting minutes, March 8, 2021 work session minutes and Quantum financial statements for February 2021. Council member Laura Conaway seconded and the motion passed unanimously.**

MAYOR'S REPORT

- Mayor Jones stated that there is an upcoming election and that current Council members Laura Conaway, Amy Kalin and Ellen Cutsail are up for re-election.
- Ms. Judy Baxter is interested in being appointed to the vacant Board of Supervisors of Election position.
  - **Motion for the appointment of Judy Baxter to the Board of Supervisors of Election vacancy was made by Council member Ellen Cutsail. Council President Donald Wilson seconded and the motion passed unanimously.**
- The West Carroll Rec. Council has joined with the Taneytown baseball teams and are currently in the process of cleaning up the Town ballfields in anticipation of using the fields beginning this spring and running into the fall.
- The Mayor is working with Carroll County for the wetlands application for Locust Street. The application will be discussed at the WRCC meeting being held this week.
- The Mayor will need to visit Annapolis soon to pick up the Town flag for the MML flag video ceremony.
- The summer MML conference will be held this summer. Participation will be limited to two (2) Town Council Members per municipality with a total capacity of approximately 400 attendees. Additional attendees may be permitted but it has not been determined as of this time.
- The Mayor introduced the proposed FY21/22 budget. The current proposed budget amount is \$1,014,008.00. 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. until 4:30 p.m.

ATTORNEYS' UPDATE

- Locust Street Wetlands project: Attorney John Maguire has not received any communication from the County on the conveyance of the two (2) acres required for the project. Mr. Maguire informed the Mayor that if the project is moving along, there are still items that need to be addressed prior to beginning the project. Mayor Jones clarified that this meeting would only be a discussion of the project and perhaps some plans to be viewed.
- Update on Citizens UB Solar project: Attorney John Maguire stated that there was not much to report from prior month. Previously discussed actions have gone according to plan. The project went to the Carroll County Planning and Zoning Commission and was discussed in great detail at their public session. One item of note was that the County Planning and Zoning Commission was reluctant to give approval to move forward with the site plan because the Town Planning and Zoning Commission had not signed off on the concept plan at the time of the County meeting. The plan was discussed and approved at the 3/18/21 meeting of the Town Planning and Zoning Commission, and Chairman Tom Long sent a letter to the County Planning and Zoning Commission stating that the Commission is supportive of the plan and have approved the plan to move forward for the portion of the project that is within town limits. Mr. Maguire estimates that the County is a few months away from full plan approval.
- Attorney Mandi Porter stated that the solar facilities ordinance went to Carroll County for discussion on March 3<sup>rd</sup> and will again be discussed in April for approval of the text amendment. She is hopeful that there will be an approval this summer.
- Ms. Porter attended a meeting with all Carroll County municipalities in representation of Union Bridge which discussed the municipal stance on the proposed annexation and water/sewer fees being proposed by the County. Ms. Porter stated that all Carroll County municipalities are in opposition to these proposed fees and Mark Depo, of Westminster, wrote a letter stating the opposition on behalf of all County municipalities and sent it to the County on Friday, March 19<sup>th</sup>. Mayor Jones contributed that this was also discussed at the Mayor's meeting and the mayors also were in opposition to the fees.

### CARROLL COUNTY SHERIFF'S OFFICE – DEPUTY COLUSSY

-Deputy Brian Colussy reported that between the date of February 22, 2021 until March 21, 2021, the Carroll County Sheriff's Office responded to 52 calls for service within the town limits of Union Bridge. Of those calls, only four (4) required a report. A copy of Deputy Colussy's report is attached to and made a part of these minutes.

### CIRCUIT RIDER – MIKE REYNOLDS

-Mr. Reynolds' monthly Grant/Project Status Report is attached to and made a part of these minutes.  
-Mr. Reynolds provided an update on recent actions and meetings that have taken place for the Town's WWTP, ENR Study and I&I efforts. A copy of Mr. Reynolds' update is attached to and made a part of these minutes.

### PUBLIC COMMENTS AND CONCERNS

-Ms. Cheri Thompson reminded everyone that Dream Big Union Bridge is sponsoring an Easter egg hunt being held on Saturday, April 3<sup>rd</sup> beginning at 10:30 a.m. at the Community Center ball fields. The event is open to Children 2 – 10 years of age.  
-Developer Marty Hill asked for a copy of the GHD I&I study to see how they may be able to work with the Town. Attorney John Maguire stated that the information may be used in a bid process and is not permissible to be shared publicly at this time. Mr. Maguire mentioned that, per Town Charter, any project that will not be bid must be approved by the Town Council, which has not taken place as of yet. Mr. Hill stated that they would welcome an opportunity to assist in any way they can.

### COMMITTEE REPORTS

#### POLICE

- Ms. Cutsail reported that the E&O meeting that was scheduled for March 24<sup>th</sup> has been cancelled.
- Ms. Cutsail stated that she is waiting on the essays to come in for review in April.
- Ms. Cutsail is working on the nuisance ordinance and scheduling meetings pertaining to it. She will have a letter that either Mr. Maguire or Ms. Porter will need to review.

### COMMUNITY CENTER

- Mr. Wentz stated that he has no business to report.

### WATER/SEWER

- Ms. Kalin stated that she received a call from a resident after hours on Friday, March 19<sup>th</sup> regarding a sewer backup on S. Main Street. The issue was escalated to Mike Zechman immediately and resolved right away.

### STREET LIGHTS

- Ms. Conaway stated that she attended the CCRC meeting on March 11<sup>th</sup> via Zoom.
- Ms. Conaway reported that she made an "If I Were Mayor Video", which invites all fourth (4<sup>th</sup>) grade students at Elmer Wolfe Elementary to participate in the essay contest of the same name. Essays are due on March 31<sup>st</sup>. The video was uploaded to Ms. Conaway's Facebook page, the Elmer Wolf PTO page and to the Town Website.
- Ms. Conaway stated that she purchased ten (10) Christmas lights during a February sale which will permit the Town to delay payment until the new fiscal year, beginning in July. The total amount for the ten (10) lights was \$4,423.00 and they were ordered on February 23<sup>rd</sup>.

### STREETS

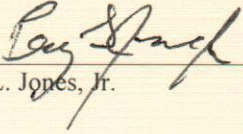
- Mr. Wilson informed Ms. Conaway that he spoke with a representative at Lehigh regarding two (2) lights on Lehigh Drive and was informed that they were not powered. New connections would need to be run to power the lights and Mr. Wilson asked Ms. Conaway to advise on how she would like to proceed. Ms. Conaway stated that this could be an agenda item for the next work session meeting in April.
- Mr. Wilson stated that road maintenance has commenced with less damage over the winter than expected.
- Mr. Wilson commended Stambaugh's on their efforts for snow removal over the winter stating that very few complaints were received.
- Mr. Wilson will assist Ken Black with painting the parking lines on the new Community Center parking lot.
- Mayor Jones thanked Mr. Wilson for his snow clearing efforts over the winter for the Town walking trail.
- Mr. Wilson would like to find someone who owns a drone, to take an ariel video of the walking trail.

Council member Laura Conaway motioned to adjourn the meeting. Council member Ellen Cutsail seconded and the motion passed.

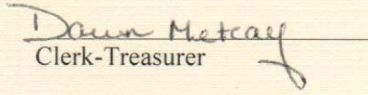
The next council meeting will be held on April 26<sup>th</sup>, 2021.

The next work session will be held on April 12<sup>th</sup>, 2021.

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



Perry L. Jones, Jr.



Clerk-Treasurer