

TOWN OF UNION BRIDGE  
WORK SESSION  
March 11, 2024

The Council held a work session meeting on March 11, 2024, at 6:30 p.m., in the Town Hall. 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. Those present were Mayor Perry L. Jones Jr.; Laura Conaway; Ellen Cutsail; Amy Kalin; Bret Grossnickle; Cheri Thompson; Clerk Treasurer, Dawn Metcalf and Emmitsburg News Journal News Executive Editor, Mike Hillman.

CARROLL MEDIA CENTER – RICHARD TURNER

-Mr. Turner stated that Carroll Media Center (CMC) has offered to purchase and install cameras in the Union Bridge Council chambers at no cost to the Town. The installation and wiring of cameras in the Council Chambers will make it easier for the CMC to tape each meeting and will also allow the CMC to stream live when fiber is brought to the Town Hall. CMC will also help with the additional wiring after fiber is brought to the Town Hall building. After discussion, Mayor and Council were in agreement to allow CMC to purchase and install cameras in the Union Bridge Council Chambers. Installation will occur sometime in July 2024. Historical Information, proposed cost of the municipal equipment needed along with a wiring diagram are attached to and made a part of these minutes.

LAND BANK PROJECT - PLANNING AND ZONING CONSULTANT - EDMUND CUEMAN

-Mr. Cueman stated that the Town already has money set aside to purchase six (6) acres from Citizens Solar Company. Mr. Cueman recommends that the town incrementally budget to purchase the remaining six (6) acres under the Land Bank Project as proposed in the CIP with \$13,500 in FY 25 and \$13,500 in FY 26. Doing so would greatly facilitate flexibility in delineating the desired or optimal site for the Waste Water Treatment Plant. This would create a future opportunity for the Town to consider marketing or reselling any excess land to recoup a portion of the Town's sited development expenses. In short, the Land Bank project would facilitate execution of important planning arrangements before the expiration of the option period ending April 21, 2027. Mayor and Council were in agreement to budget the funds in the next two (2) budget years to purchase the final six (6) acres. Mr. Cueman's report and map showing the proposed purchase area is attached to and made a part of these minutes.

MISCELLANEOUS DISCUSSION

-Everyone was given a copy of the FY 24/25 budget worksheet. After discussion, everyone was asked to review the worksheet and if they would like any changes let the Clerk-Treasurer know by March 22, 2024. Proposed FY 24/25 budget will be introduced at the March 25, 2024 council meeting. A copy of the budget worksheet is attached to and made a part of these minutes.

-The Town planted pencil trees behind the parking pad that butts up against 18 S. Whyte Street. Not realizing how large the tree's ball would be, once planted the trees encroached onto Mr. Kreimer's property located at 18 S. Whyte Street. Mr. Kreimer is okay with the trees being planted there but would like a letter stating that the Town will be responsible for taking care of the trees and the area around them. After discussion, Mayor and Council were in agreement to have the Town Attorney, Mandi Porter, draft a letter stating the Town will be responsible for taking care of the trees and the area around them. A copy of Mr. Kreimer's email is attached to and made a part of these minutes.

LAURA CONAWAY

-Laura Conaway stated that the Boy Scouts may attend the March 25, 2024 council meeting.

-Ms. Conaway stated that the deadline for the "If I Were Mayor" essay submittal was extended.

-Citation number 8714 was issued to Eric Holniker for parking wrong side to curb. Mr. Holniker wrote a letter asking for the ticket to be voided. After discussion, Mayor and Council decided that the ticket should not be voided. Council President Laura Conaway will inform Mr. Holniker that his request to void the citation has been denied, payment is due March 15, 2024. A copy of Mr. Holniker's letter is attached to and made a part of these minutes.

ELLEN CUTSAIL

-Ms. Cutsail had no new business.

BRET GROSSNICKLE

-Mr. Grossnickle informed the Mayor and Council that the final draft of the Union Bridge Waste Water Treatment Plant (WWTP) Preliminary Engineering Report (PER) was emailed to everyone. Mr. Grossnickle reported that GHD's recommendation has changed from the SBR alternative to the Oxidation Ditch alternative. Mr. Grossnickle recommended that the WWTP PER be sent to Maryland Department of the Environment (MDE) and to both developers. After discussion, Mayor and Council supported sending the PER to MDE and to both developers. A copy of the WWTP PER is attached to and made a part of these minutes.

AMY KALIN

-Ms. Kalin received complaints concerning the stormwater drain at the Dollar General.

CHERI THOMPSON

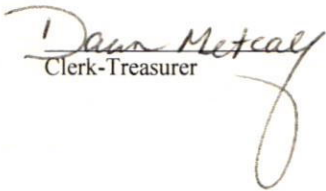
-Ms. Thompson stated that the Town's traffic light is changing when there are no vehicles on Broadway. Ms. Thompson will report that the light is not working properly.

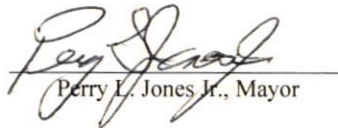
MAYOR JONES

-Mayor Jones discussed implementing a rental licensing fee.

The March council meeting will be held on March 25 2024.

The April work session meeting will be held on April 8, 2024.

  
Clerk-Treasurer

  
Perry L. Jones Jr., Mayor