

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
January 22, 2024

The Council met in the Union Bridge Town Hall, on Monday, January 22, 2024 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 Laura Conaway; Ellen Cutsail; Amy Kalin; Cheri Thompson and Town Attorney, Mandi Porter. Councilmember Bret Grossnickle was absent. The attendees' sheet is attached to and made a part of these minutes. **Councilmember Laura Conaway motioned to approve the December 2023 operating statements; December 18, 2023 council meeting minutes and Quantum's financial statements for December 2023. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**

MAYOR'S REPORT

- The Maryland Municipal League (MML) Legislative Committee began meeting on January 10, 2024. Mayor Jones is a committee member. The committee will meet virtually every Wednesday until April 2024.
- Mayor Jones attended the Emergency Management Committee meeting on January 11, 2024. This committee will meet every 2<sup>nd</sup> Thursday of the month virtually.
- Mayor Jones will attend the WRCC meeting on January 25, 2024, the meeting will be held at the Carroll County Office building.
- Mayor Jones reminded everyone that Route 75/Main Street is a snow emergency route. When the snow emergency plan is in effect vehicles are not allowed to park on the street. Vehicles can be ticketed or towed at the owner expense.
- Mayor Jones reminded everyone that owners or occupants of premises fronting on any street with paved sidewalks are responsible to remove any snow or ice from the travelled portions of the sidewalk, to a width of at least 30", within 24 hours after snow or ice ceases to fall. Mayor Jones noticed that many sidewalks within town have not been cleared. He stated that residents can be held responsible if someone falls on their sidewalk and residents can also be fined if sidewalks are not cleared, as stated in the Union Bridge Code Chapter 130, Sec.4 (B2).
- Mayor Jones stated that the Dream Big Union Bridge fireworks display on New Years Eve was highly attended and it was a great display.

ATTORNEY REPORT – MANDI PORTER

- Ms. Porter discussed Ordinance No. 319 authorizing the conditional sale of a portion of land to Magbolt, LLC, containing 11,232 square feet owned by Union Bridge for a price of \$2,000.00 plus any and all costs associated with the sale and transfer. There is a fifteen (15) foot grading and utility easement. Councilmember Ellen Cutsail motioned to accept Ordinance No. 319 as written. **Councilmember Laura Conaway seconded and the motion passed 3 – 1, Councilmember Cheri Thompson recused herself from the vote due to a conflict of interest.** Ordinance No. 319 is introduced this 22<sup>nd</sup> day of January, 2024. This ordinance shall become effective twenty (20) days after the date of its passage and approval. A copy of Ordinance No. 319 is attached to and made a part of these minutes.
- Ms. Porter prepared an approval and authorization consent form for the cellular tower sublease with the Town and American Tower and sent it to Maria Garcia. Ms. Garcia had some revisions to the consent form. The main revision is that the lessee is not American Tower it is GTP Towers I, LLC, which is owned by American Tower but GTP Towers I, LLC will part of the sublease for Telegia Communications. Ms. Porter had that any revisions to the sublease needed to be brought to the town and Ms. Garcia requested that it be revised that only revisions with the rent be brought to the town. Ms. Porter didn't see anything wrong with that revision. Mayor Jones signed the sublease and Ms. Porter will forward it to Ms. Garcia for GTP Towers I, LLC signature. A copy of the approval and authorization consent form for the cellular tower sublease is attached to and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY MCGINNIS

- Deputy McGinnis was absent.

PUBLIC COMMENTS AND CONCERNS

- There were no public comments or concerns.

COMMITTEE REPORTS

WATER/SEWER

- Mr. Grossnickle was absent.

STREETS

- Ms. Kalin has had no complaints or concerns concerning streets since the last council meeting.

COMMUNITY CENTER

- Ms. Cutsail informed everyone that the Community Center refrigerator stopped working and cannot be repaired. The Community Center is booked solid for February 2024 and a new refrigerator will be purchased and installed prior to February 2024.

POLICE/MOWING/CHRISTMAS LIGHTS


- Ms. Conaway addressed several issues at Shriner Court since last month's meeting. Ms. Conaway stated that the new property manager Joy Bowman is doing an excellent job.
- Ms. Conaway requested the calls for service from the Sheriff's Department for November and December 2023.
- The timer for the Christmas lights is not working properly. It turns off, but does not turn on. Ms. Conaway thanked Joe Conaway for assisting with turning the Christmas lights on.
- Ms. Conaway's full report is attached to and made a part of these minutes.

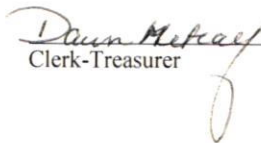
STREET LIGHTS/TRASH

- Ms. Thompson had no light repair tickets since the last council meeting.
- Ms. Thompson's full report is attached to and made a part of these minutes.

**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 February 26, 2024.  
The next work session will be held on February 12, 2024.  
The content of the council meeting is contained on a zip drive.

  
Perry L. Jones, Jr.

  
Clerk-Treasurer