

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

The Council met in the Union Bridge Town Hall, on Monday, January 27, 2020, at 7:00 p.m., for their monthly council meeting. Mayor Jones presided over the meeting with councilmembers Donald Wilson, Laura Conaway, Amy Kalin, Ellen Cutsail and Edgar Wentz present. Mayor Perry Jones opened the meeting with the pledge to the flag. The sign-in sheet is attached to and made a part of these minutes. **Councilmember Ellen Cutsail motioned to approve the December operating statement; December 23 council meeting minutes; January 13, 2020 work session minutes and Quantum financial statements for December 2019. Councilmember Laura Conaway seconded and the motion passed.**

MAYOR'S REPORT

-Mayor Jones reported there is a position open on the Planning and Zoning Commission. Two residents Thomas Marble and Logan Grossnickle are interested in serving on the Commission. Mayor Jones recommended to appoint Thomas Marble as an alternate to the Planning and Zoning Commission. Mr. Marble will replace Joshua Fuss who resigned as the Planning and Zoning Alternate on January 2020. **Council member Donald Wilson motioned to approve Mayor Jones recommendation to appoint Thomas Marble as an alternate to the Planning and Zoning Commission. Mr. Marble will replace Joshua Fuss's position. Council member Ellen Cutsail seconded and the motion passed unanimously.**

- The Maryland Municipal League (MML) is partnering with the National League of Cities (NLC) Service Line Warranty Program. The NLC Service Line Warranty Program educates homeowners about their service line responsibilities and offers affordable protection from unanticipated service line repair costs. Council discussed joining the NLC Service Line Warranty Program at the January 13, 2020 work session. Union Bridge residents would be able to enroll in this program for approximately \$23.49 per month or \$281.88 per year that would offer repair protection for leaking, clogged or broken water and sewer lines from the point of utility connection to the home exterior. After further discussion **Councilmember Donald Wilson motioned for Mayor Jones to sign the Marketing Agreement for Union Bridge to join the NLC Service Line Warranty Program. Councilmember Ellen Cutsail seconded and the motion passed unanimously.** A copy of the Marketing Agreement is attached to and made a part of these minutes.

-Mayor Jones recommended that Mike Reynolds replace Chad Green as Zoning Administrator, and to serve as the Code Enforcement Officer. **Councilmember Donald Wilson motioned to approve Mayor Jones recommendation to appoint Mike Reynolds as the Zoning Administrator and to serve as the Code Enforcement Officer. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**

-Flood Zone Brewery grand opening will be on February 29, 2020.

-Mayor Jones reported that the metal roof on the small storage building across from the Town Hall entrance, is blowing off, the building is in bad condition and needs to be torn down. **Councilmember Donald Wilson motioned to tear the old storage building down. Councilmember Ellen Cutsail seconded and the motion passed unanimously.**

ATTORNEY REPORT

-Mr. Maguire confirmed that the Mayor and Council discussed MD7's buyout offers at the January 13, 2020 work session and that the Town does not wish to consider further or negotiate these offers at this time. Mr. Maguire will inform Ms. Christmore, MD7 Lease Consultant of the Town's wishes.

-Mr. Maguire reported that the Planning and Zoning Commission recommended that The Town of Union Bridge update its Capital Improvement Program (CIP) to guide the municipal and fiscal planning of capital projects for the fiscal years 2021 – 2026. Resolution No. 01-20 Capital Improvement Program was introduced. Union Bridge is not required to have a public hearing for this resolution and council can adopt this resolution tonight if they feel comfortable doing so. **Councilmember Ellen Cutsail motioned to approve Resolution No. 01-20 concerning the CIP. Councilmember Laura Conaway seconded and motion passed unanimously.** A copy of Resolution No. 01-20 is attached to and made a part of these minutes.

-Council discussed the possibility of modifying Union Bridge Code, Chapter 200 Parking Traffic for ¾ ton trucks. The Town has been experiencing some problems with tow trucks parking on Town streets. Councilmember Ellen Cutsail will do some research on what changes should be made and the Council will discuss further at a later date.

-The County sent Mr. Maguire the revised draft of the Boat Launch License Agreement with the changes that Union Bridge requested. Mr. Maguire reviewed the agreement and can confirm that all the changes that Union Bridge asked for have been made. **Councilmember Ellen Cutsail motioned to approve and authorize Mayor Jones to sign the Boat Launch**

License Agreement. Councilmember Edgar Wentz seconded and the motion passed unanimously. A copy of the Boat Launch License Agreement is attached to and made a part of these minutes.

-Mr. Maguire reported that a letter was sent from the State's Attorney Office stating that the sixteen (16) parking Citations that were sent for disposition by Nolle Prosequi, have been so entered.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY COLUSSY

-Between the dates of December 23, 2019, until January 26, 2020, the Carroll County Sheriff's Office responded to 62 calls for service within the town limits of Union Bridge. Out of those calls for service, only eight (8) calls required a report. A copy of Deputy Colussy's report is attached to and made a part of these minutes.

-Deputy Colussy presented to Mayor and Council the Carroll County Sherriff's Office 2019 End of the Year Review for The Town of Union Bridge. A copy of Deputy Colussy's presentation is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-Cheri Thompson, Dream Big Union Bridge, reported on upcoming events, Easter Egg Hunt is scheduled for April 11, 2020 and the Duck Derby is scheduled for May 9, 2020.

-Charlene Johns and Cheri Thompson questioned if Route 75 could be closed during the Duck Derby. Participants stand on the bridge to wait for the ducks to float past the bridge and they are concerned people will get hurt. Councilmember Donald Wilson suggested shutting down one lane of Route 75 during the Duck Derby. Councilmember Donald Wilson will see if this can be done.

-Charlene Johns of 5 E. Locust Street, member of Dream Big, Lions Club and Ladies Auxiliary, stated she would like to see Union Bridge prosper. Ms. Johns had the following comments:

- * inquired on why the banners were removed on Main Street. Mayor Jones stated that the Military Banners are removed after Veterans Day, and will be put back up in May.

- * HGTV is doing a show called Hometown Rescue and is looking to revitalize a small town. One of Union Bridge's local residents has submitted an application and a video to HGTV to nominate Union Bridge to be that small town.

- *believes it is time for Union Bridge to hire an Economic Developer. Mayor Jones stated that Union Bridge does not have the funds to hire an Economic Developer at this time.

- *would like to see a Main Street Committee formed.

- *would like to have all the Town's current organization sit down together and have a round table discussion on how the current organizations can work together.

- *wanted an update on the developments. Mayor Jones stated that development needs to pay for itself and that there are upgrades that need to be made to the water/sewer system to allow for more capacity.

COMMITTEE REPORTS

WATER/SEWER

-Ms. Kalin received one phone call this month for water and sewer.

-Ms. Kalin attended the January 16, 2020 Planning and Zoning (P&Z) meeting. At that meeting the County Liaison reported that the County approved the Bicycle-Pedestrian Plan in November and this plan will be attached to the Transportation Master Plan, which will be forwarded to the County Commissioners. Also, the County is working on its spring amendment to the Water/Sewer Master Plan. If Union Bridge has any amendments that need to be added the County needs to be contacted. P&Z commission was advised that Small Cell wireless structures may be brought before the commission in the future.

STREETS

-Mr. Wilson reported that the Town salted the roads one time so far this year, and he will inform Stambaugh's that the Town needs the amount of salt used on invoice.

-Mr. Wilson reported that there is an ongoing problem with tractor trailers turning onto East Broadway trying to get to Lehigh Cement. It appears that there could be a language barrier and the drivers are unable to read the signs. Lehigh Cement agreed to purchase some pictorial signage to direct truck drivers to the plant entrance.

-Mr. Wilson reported that there is a question on whether W. Thomas Street is a Town street and that it needed to be clarified. Councilmember Wilson confirmed that West Thomas Street runs from Whyte Street to George Street it is partially paved and stoned and is a town-maintained street. Documented in in the February 27, 1995 Council meeting minutes, a motion was made to take parking off of the south side of W. Broadway and pave West Thomas Street. West Thomas Street is also depicted on the Town's zoning map. Mr. Wilson will be getting estimates on paving the rest of West Thomas Street.

COMMUNITY CENTER

-Edgar reported that the Community Center flat roof is leaking and he is in the process of seeking estimates to repair the flat roof.

STREET LIGHTS

-Laura Conaway thanked Ken Keefer, Steve Keeney and Joe Fowler for installing and removing the Christmas lights for Union Bridge.

-Several lights have been reported to Potomac Edison for repair.

-Ms. Conaway attended the banquet for the Patriot's Pen and Voice of Democracy.

POLICE

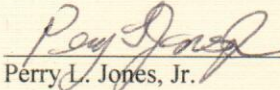
-Ellen had no new business.

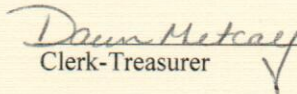
Councilmember Donald Wilson motioned to adjourn the Council meeting. Councilmember Laura Conaway seconded and the motion passed unanimously.

The next council meeting will be held on February 24, 2020.

The next work session will be held on February 10, 2020.

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


Perry L. Jones, Jr.


Clerk-Treasurer