

THE TOWN OF UNION BRIDGE  
COUNCIL MEETING MINUTES  
March 25, 2024

The Council met in the Union Bridge Town Hall, on Monday, March 25, 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; Bret Grossnickle; Amy Kalin; Cheri Thompson 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 2024 operating statements; February 26, 2024 council meeting minutes; March 11, 2024 work session minutes and Quantum's financial statements for February 2024. Council President Laura Conaway seconded and the motion passed unanimously.**

MAYOR'S REPORT

- The City of Westminster hosted the Carroll County Chapter Maryland Municipal League dinner meeting, Thursday, March 14, 2024.
- Maryland Municipal League representatives John Carroll and Celina Benitez toured Heidelberg Materials Plant along with Mayor Perry L. Jones, Council President Laura Conaway, Councilmember Ellen Cutsail and Parking Enforcement Officer Leda Bush.
- Mayor Jones introduced the proposed FY 24/25 budget. The proposed budget amount is \$1,174,714.00. 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. There will be a public hearing to consider comments and questions regarding the proposed FY 23/24 budget on April 22, 2024 at 7:00 p.m. A copy of the proposed FY 24/25 budget is attached to and made a part of these minutes.

ATTORNEY REPORT – MANDI PORTER

-Mandi Porter reported that on March 21, 2024, Edmund Cueman discussed the Capital Improvement Program (CIP) with the Planning and Zoning Commission. Ms. Porter pointed out that money has been appropriated to purchase six (6) of the 12.2 acres for the Waste Water Treatment Plant (WWTP) and it is recommended that an allocation of \$13,500.00 per year for two (2) years to acquire the remaining 6.2 acres. Ms. Porter introduced CIP Resolution 01-24, Mayor and Council will move on it at the April 22, 2024, council meeting. A copy of the CIP and Resolution 01-24 is attached to and made a part of these minutes.

CARROLL COUNTY SHERIFF'S OFFICE - DEPUTY MCGINNIS

-Deputy McGinnis was absent. A copy of Deputy McGinnis' report is attached to and made a part of these minutes.

PUBLIC COMMENTS AND CONCERNS

-There were no public comments or concerns.

COMMITTEE REPORTS

WATER/SEWER

- Mr. Grossnickle reported that Mike Reynolds has prepared a Request for Proposals (RFP) for On-Call Town Engineer services.
- Union Bridge continues to work on how to complete the Lead Service Line inventory.

STREETS

-Ms. Kalin updated the Mayor and Council on what occurred at the March 21, 2024 Planning and Zoning meeting.

COMMUNITY CENTER

- Ms. Cutsail has had discussions with Mike Reynolds concerning Community Center grants.
- Ms. Cutsail continues to work on the Memorandum of Understanding with the Taneytown Lions Baseball.
- The Union Bridge Lions club wanted to know if the Drug Awareness Expo was still active.
- A copy of Ms. Cutsail's full report is attached to and made a part of these minutes.

POLICE/MOWING/CHRISTMAS LIGHTS

- Ms. Conaway requested the calls for service from the Sheriff's Department for February 2024.
- Ms. Conaway registered for National Night Out.
- Ms. Conaway worked with Master Deputy Kevin McGinnis, Parking Enforcement Officer's Leda Bush and Ellen Cutsail regarding policing and parking enforcement matters.
- Met with Richard Turner and Bob Blubaugh from Carroll Media Center regarding getting town hall connected to recording meetings and spoke with Commissioner Joe Vigliotti regarding getting fiber extended to town hall from the fire department.
- Ms. Conaway's full report is attached to and made a part of these minutes.

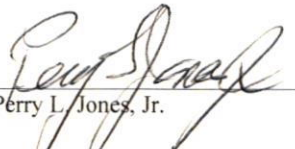
STREET LIGHTS/TRASH

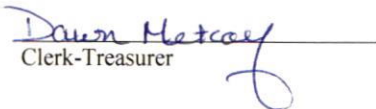
- Ms. Thompson reported one (1) street light in need of repair since the last council meeting.
- Ms. Thompson reported that she had two (2) issues concerning trash removal since the last meeting.

- Ms. Thompson reported that 45 children attended the Dream Big Easter Egg Hunt.
- 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 April 22, 2024.  
The next work session will be held on April 8, 2024.  
The content of the council meeting is contained on a zip drive.

  
Perry L. Jones, Jr.

  
Dawn Metcalf  
Clerk-Treasurer