

Town of Manchester  
January 12, 2021

The Mayor and Council of the Town of Manchester met on the above date via Zoom. Those present were Mayor Warner, Melinda Smith, Jenn Miller, Vince Pacelli, Debra Howe, Dale Wilder, Steve Miller, Chief Hess, Michelle Wilder, Rodney Kuhns, Trent Longest, and Kelly Baldwin.

The Pledge of Allegiance was recited.

Mr. Wilder made a motion to approve the November 10, 2020 minutes as printed. Ms. Smith seconded the motion. The motion passed unanimously.

Ms. Miller made a motion to approve the December 8, 2020 minutes as printed. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mr. Pacelli made a motion to receive the November 2020 Treasurer's report. Ms. Smith seconded the motion. The motion passed unanimously.

Ms. Miller made a motion to receive the December 2020 Check register. Mr. Wilder seconded the motion. The motion passed unanimously.

Mayor Warner gave his monthly Mayor's Report. The last day for Christmas trees pick up will be on Wednesday, January 13<sup>th</sup>. The office will be closed on Monday, January 18<sup>th</sup>. Mayor Warner recognized those who contributed to the McCurley Drive Magical Christmas lights display that raised over \$3000 to benefit to the Manchester VFD. Mayor Warner also thanked the Immanuel Food distribution Ministry which is a drive-through and walk-up feeding program supported by a number of neighborhood partners serving out of the parking lot Tuesdays and Saturdays from 10am-12noon.

Chief Hess gave his monthly Police report. There were 118 calls for service in December. MPD ended the year with 1460 Calls for service in comparison to 1253 in 2019. Traffic enforcement continues due to speeding and stop sign violations still being an issue. We issued 69 warning and citations for the month, and 1100 for the year. Good news is that MPD only arrested and or criminally charged 38 Adults and 6 Juveniles. In 2019, staff charged 92 Adults and 5 Juveniles, noting a significant reduction in 2020. The total number of overdoses for 2020 [426] decreased by 1.8% when compared to 434 in 2019. The total number of overdoses fatalities for 2020 was [45] decreased by 18% when compared to [55] in 2019. The towns ended the year with: Manchester having 2, Hampstead 14, Sykesville 4, Taneytown 31, Mt Airy 13 and Westminster 159.

Mr. Miller gave his Town Administrator's report. There has been no movement on the Opioid litigation or Trout Unlimited. Discussions are ongoing regarding 2906 Hanover Pike's hand-dug well and possibly removing the property from the current Water/Sewer Master Plan during the County's Spring amendment process. Staff will be conducting a walk-through of the old Police Station and then the Town will continue with process of selling the property. Code enforcement continues. The FY22 Budget work sessions have been scheduled. The deadline to expend monies under the CARES Grant funding has been extending to December 31, 2021. Mr. Wilder would like to get meeting scheduled with the Rec Council soon as practical.

Mr. Kuhns gave the monthly Public Works report. Staff is working on FY22 Budget priority items. Bids were received for inspection services for the Park Avenue Tank rehab. Work continues on the Walnut Street pump house electrical repairs along with interior repairs. Phase 1 testing/evaluation continues for the proposed ENR Upgrade and Expansion of the WWTP.

Bids were received for inspection services for the Park Avenue Tank rehabilitation project and were within the budgeted figure. Based on staff recommendation, Mr. Wilder made a motion to approve the bid from GMB, LLC in the amount of \$34,300. Mr. Pacelli seconded the motion. The motion passed unanimously.

Ms. Baldwin explained that the Town received 2 supplemental CARES grants for \$50,000 and \$174,329.74 which increased both revenues and expenditures to \$342,479.72. Mr. Pacelli made a motion to amend the General Fund budget to reflect the grant monies. Ms. Miller seconded the motion. The motion passed unanimously.

Tom McCarron mentioned that the proposed Lippy Property Annexation could be decided in the following three ways – vote to reject, vote to approve as is or vote to approve with conditions. Mayor Warner mentioned that the Town needed to decide what it wanted from this annexation. Mr. Wilder stated that the Manchester Planning & Zoning Commission has good recommendations and shared them on the screen

- That the property be given R20,000 zoning when annexed and developed as such.
- Water and Sewer; All water or sewer costs related to achievement of the development would be paid by the developer. Including, but not limited to pump station relocation / upgrade, force mains, trunk lines and distribution lines. In keeping with previous project requirements the applicant will be required to provide gravity sewer connection(s) for existing adjacent in town properties that are currently on septic for future connections.
- The applicant should be required to size all water and sewer infrastructure with a 20% reserve for use at the Towns discretion to address future existing lot connections. Consideration should also be given to applying the 20% reserve factor to the water and sewer connection fee charged for new connections to the Town system to help defer future treatment plant upgrades.
- Transportation; All transportation costs related to achievement of the development would be paid by the developer. The annexation area will be primarily accessed from Park Avenue and a small portion from Brougham Court. The developer should pay for any and all upgrades or improvements required to these streets.
- Any usable open space provided for joint use by the residents must show plans for use and providing for perpetual care of open space/recreational area must be provided for, subject to the approval by the Planning Commission.

Mr. McCarron mentioned that the motion needs to include conditions when you approve it and those provisions in the Annexation Plan would be legally binding. Mr. Marty Hackett acknowledged that the petitioner's goal is to get the property annexed and they are familiar with annexation agreements. Mr. Marty Hill agreed with Mr. Hackett and stated his is ready, willing and able to work with the Mayor and Council.

Council members gave committee reports.

Ms. Miller made a motion to adjourn the general session. Ms. Smith seconded the motion. The motion passed unanimously. The meeting adjourned at 9:06pm.

Respectfully submitted, Kelly J. Baldwin