

Town of Manchester
September 13, 2022

The Mayor and Council of the Town of Manchester met in person on the above date. Those present were Mayor Ryan Warner, Chris Cuneo, Jenn Miller, Vince Pacelli, Debbie Howe, Steve Miller, Chief Hess, Rodney Kuhns and Kelly Baldwin.

The Pledge of Allegiance was recited.

Mr. Pacelli made a motion to approve the July 19, 2022 minutes as printed. Mr. Cuneo seconded the motion. The motion passed unanimously.

Mr. Cuneo made a motion to receive the July 2022 Check Register. Ms. Miller seconded the motion. The motion passed unanimously. Ms. Miller made a motion to receive the August 2022 Check Register. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mayor Warner gave the monthly Mayor's Report. Hughes Trash will pick up yard waste collection on Wednesdays and will continue through November. Water bills will be mailed by October 1st and are due October 30th. The Town Office will be closed October 10th. Brush pick up will be October 18th and Bulk trash pickup will be on October 19th. There have been some issues with trash collection. Please have items out on Tuesday night if possible. Latex paint can be disposed with household trash after adding an absorbent agent such as cat litter, sand, mulch or shredded paper to dry. Oil-based paints must be taken to the Landfill. A Household Hazardous Waste Fall Cleanup Event is being sponsored by the Carroll County Government Recycling Operations. The event will take place on Saturday, October 22, 2022. If a resident is approached by a door-to-door salesman, please ask to see their permit because solicitors must have a solicitation permit issued by the Manchester Police Department.

Ms. Baldwin gave the FY22 Encumbrance list. Ms. Miller made a motion to approve the list as provided. Ms. Howe seconded the motion. The motion passed unanimously.

GENERAL FUND:

Zoning training, dues	\$ 4,000
War Memorial lettering	\$ 4,000
FY22 Police Salaries	\$ 16,000
MVFD light bar balance	\$ 9,364
Maintenance supplies	\$ 2,200
FY22 Dump Truck	\$ 164,000
FY 22 Playground toy replacement (\$20,000) & Metal slide (\$8,000) to be added to POS Grant of \$52,000 to get ADA playground	\$ 28,000

WATER FUND:

Water Meter reader (50% water, sewer) (\$5,000 from FY19 & \$6,000 from FY20)	\$ 11,000
FY22 Chemical feed pump	\$ 3,000

SEWER FUND

Water Meter reader (50% water, sewer) (\$5,000 from FY19 & \$6,000 from FY20)	\$ 11,000
FY22 Wet well cleaning	\$ 5,000
FY22 Ultraviolet lights	\$ 4,500
FY22 Spray field fence clearing	\$ 15,000

Mr. Miller gave his Town Administrator's report. Code enforcement continues. There was a work session held on August 31st to review the "draft" traffic study with the Lippy/Old Towne developers. Manchester Planning & Zoning Commission will have a workshop to discuss the proposed Cook Property annexation and the Maverick One Solar Project on September 19th. The Town was awarded a \$75,000 grant through Community Parks and Playgrounds for upgrading playground equipment in Christmas Tree Park. MDOT/SHA will have a virtual pre-tour meeting on September 19th and the tour meeting will be on October 13th. The North Carroll Business Alliance will hold its monthly meeting here at the Town Hall on September 15th with the staff giving a tour of the new Town Hall.

Mr. Kuhns gave the DPW report. AT&T is still making modifications to their antenna on York Street tank. Staff has deployed 15 new perma-logger water leak detecting devices. Mr. Kuhns prepared and submitted a required WWTP Facilities Improvement Plan for MDE to review and approve. Staff is preparing the site for new ADA playground equipment.

Mr. Pacelli made a motion to approve the bid to refurbish ten (10) storm water inlets and one (1) SWM pipe replacement by Stambaugh's Construction in the amount of \$58,405. Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Pacelli made a motion to approve the purchase of a 2022 Ferris Zero Turn mower with a 72" mower deck to Wertz Power Equipment in the amount of \$14,200 which included a \$1,000 trade in value. Mr. Cuneo seconded the motion. The motion passed unanimously.

Chief Hess gave the monthly Police report. There were 385 calls for service in July and August 2022. There was one Part 1 crime that was cleared. Traffic enforcement continues with 178 citations and warnings issued for July and 180 in August. Police staff has been handling multiple crisis intervention cases. Police have been focusing on speed limit violations on Millie Way due to complaints. Chief Hess advised the Mayor and Council of the recent issues regarding fights during rec football games at Christmas Tree Park.

Ms. Miller gave the background on the possibility of upgrading the WWTP to an Enhanced Nutrient Removal plant. Adam Smith of CDM Smith gave a brief overview of the Preliminary Engineering Report (PER). Ms. Miller made a motion to accept the Wastewater Treatment Plan Enhanced Nutrient Removal Preliminary Engineering Report as prepared by CDM Smith as final, that the Town proceed with final engineering design of the PER's recommended ENR upgrade "Alternative 3", and that the Town Administrator is authorized to sign the Maryland Department of the Environment's Cost & Effectiveness Analysis Certification on behalf of the Town. Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Vic Swedberg of Tulip Way, expressed concern over cracks in his road and snowplows damaging the blacktop along resident's driveways. He also showed photos of a neighbor's overgrown weeds. Mr. Miller reported that he and Mr. Kuhns both inspected Tulip Way and did not see an immediate problem. Mr. Miller stated that a letter was sent to the address he mentioned and if not mowed, would be mowed and owner would be fined.

Representatives of Manchester Happenings introduced themselves and announced the 3rd annual Harvest Happenings on October 7th & 8th. This group is looking for Town and community involvement to sponsor activities especially for music, entertainment. Discussion followed. Mr. Pacelli made a motion to sponsor the balloon artist on Saturday in the amount of \$945. Mr. Cuneo seconded the motion. The motion passes unanimously.

Council members gave committee reports.

Ms. Miller made a motion to adjourn the general session. Mr. Cuneo seconded the motion. The motion passed unanimously. The meeting adjourned at 8:40pm

Respectfully submitted, Kelly J. Baldwin