

Town of Manchester
October 14, 2025

The Mayor and Council of the Town of Manchester met in person on the above date. Those in attendance were Mayor Smith, Ryan Hazelrod, Steve Miller, Jenn Miller, Vince Pacelli, Chris Cuneo, Chief Hess, Matt Leister and Kelly Baldwin.

The Pledge of Allegiance was recited.

7pm PUBLIC HEARING ON REVISED ORD. 268

Mr. Pacelli made a motion to close the regular meeting and open the public hearing on Ordinance No. 268. Ms. Miller seconded the motion. The motion passed unanimously. Mr. Pacelli clarified some information. There were no comments. Ms. Miller made a motion to close the public hearing and go into the regular session. Mr. Miller seconded the motion. The motion passed unanimously.

Mr. Hazelrod made a motion to approve the September 9, 2025 minutes as printed. Mr. Miller seconded the motion. The motion passed unanimously.

Mr. Miller made a motion to receive the August 2025 Treasurer's Report. Ms. Miller seconded the motion. The motion passed unanimously. Ms. Miller made a motion to receive the September 2025 Check Register. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mayor Smith read a Proclamation in support of the Community Media Center for their vital role in civic participation by providing coverage of municipal meetings, local elections and community events.

Ms. Miller made a motion to dedicate the inclusive playground at Christmas Tree Park in honor of Hailey Miller as "Hailey Wish". Mr. Miller seconded the motion. The motion passed unanimously. A dedication will be scheduled for the upcoming spring.

Mayor Smith presented the Manchester Police Department with a Certificate of Appreciation from the Mayor and Council for the dedication and commitment to keeping our community safe. Mayor Smith presented PFC Phoenix Russell with a plaque thanking him for his recent deployment in Africa during the last year with the Army National Guard. Mayor Smith presented Cpl. Ron Garner with a plaque thanking him for his many years of service to the citizens of Carroll County and wished him well on his new position as Police Administrative Assistant / Code Enforcement Officer with the Town. Mr. Allan Culver, a member of the Carroll County State's Attorneys office, presented Cpl. Garner with a citation for him many years of service as well.

Ms. Miller made Mayor Smith read the monthly Mayor's Report. Hughes Trash will collect yard waste on Wednesdays through December 17th. Residents are reminded that water and sewer rates will be increasing with the October bill. The Town Office will be closed for Columbus Day on October 13th. Bulk Trash is October 15th, and Brush pick up is October 16th. Hydrant flushing will take place on October 28th and 29th. Leaf collection will start on Monday, October 27th and will continue every Monday until December 1st. Trick or treating will be on October 31st from 6pm-8pm for children 12 years and younger in costume to those houses with lights on. Mayor Smith congratulated Brandon Martz on his 5 years of service with the Town.

Mr. Leister gave the monthly Town Administrator and Public Works report. The lights and poles for "C" Field have been delivered. A meeting was held with MDE, CDM Smith and Town staff to discuss MDE's concerns with the size of the plant which could affect funding. GMB was issued a Notice to Proceed on September 22, 2025 for start the design for the PFAS Project. The contract with T-Mobile to lease antenna space has been signed. The Town received a request to place 5-10 geocaches at Pine Valley.

Bids were received to rehab 4 additional areas for full-depth patching. Mr. Miller made a motion to approve the bid from White Pine Paving in the amount of \$48,217. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mayor Smith asked if there were any questions/comments on the revisions to Ordinance No. 268. There were no comments. Mr. Pacelli made a motion to approve Ordinance No. 268 with the following amendments “The Mayor or other staff or official designated shall have the right to enter upon private premises, but without entering homes, buildings, garages or other enclosed improvements or structures on the premises, for the purposes of determining the existence and/or abatement of a condition specified in § 122-3, for the purposes of conducting an inspection pursuant to § 122-4, upon compliance with all applicable provisions of law, including the issuance of a municipal infraction. Unless it appears that advance warning would defeat the purpose of such entry, occupants of premises to be entered shall be given reasonable notice in advance, and, in any case, it shall be unlawful for any owner or occupant to prevent such entry which is sought to be made in compliance with law”. Mr. Miller seconded the motion. The motion passed unanimously.

Mr. Miller made a motion to approve Resolution 02-2025 increasing rental housing fees from \$50/unit per year to \$100/unit per year. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mayor Smith introduced Ordinance No. 270 correcting the water unit rates for larger meters to match billing. This will be discussed at the November meeting.

Jake Lawson, 2821 Whitman Court, complained about vehicles parking along the street disregarding the no parking signs. Chief Hess mentioned that citations have been sent and officers will continue to monitor the situation.

Council members gave committee reports.

The next Town Council meeting will be held on Monday, November 10, 2025 due to the Veterans Day holiday.

Ms. Miller made a motion to adjourn the general session. Mr. Nazelrod seconded the motion. The motion passed unanimously. The meeting adjourned at 7:55pm.

Respectfully submitted, Kelly J. Baldwin