

Town of Manchester  
November 9, 2021

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, Debra Howe, David Richardson, Steve Miller, Chief Hess, Kelly Baldwin and Rodney Kuhns.

The Pledge of Allegiance was recited.

Mr. Richardson made a motion to approve the October 12, 2021 minutes as printed. Mr. Cuneo seconded the motion. The motion passed unanimously.

Mr. Richardson made a motion to receive the August 2021 Treasurer's Report. Mr. Cuneo seconded the motion. The motion passed unanimously. Ms. Howe made a motion to receive the September 2021 Treasurer's Report. Mr. Richardson seconded the motion. The motion passed unanimously. Mr. Cuneo made a motion to receive the October 2021 check register. Ms. Howe seconded the motion. The motion passed unanimously.

Mayor Warner gave his monthly Mayor's Report. Mayor Warner thanked both the MPD and MVFD for a successful Halloween night. The last day that Hughes Trash will pick up yard waste will be Wednesday, November 24<sup>th</sup>. The last leaf pickup will be Monday, December 6<sup>th</sup>. The annual tree lighting will be held on Black Friday, November 26<sup>th</sup> in front of the Historic Center. On behalf of the entire Town Council, Mayor Warner wished Gary Eppley well on his retirement.

Lorraine Thomas was sworn in as a member of the Ethics Commission.

Mr. Miller gave his Town Administrator's report. A meeting was held on October 19<sup>th</sup> to discuss the Lippy/Old Towne property. Code enforcement continues. There was a workshop held on October 28<sup>th</sup> and November 9<sup>th</sup> with landlords regarding various issues. Mr. Miller announced that County staff would like to remove the Manchester Bypass from the Carroll County Master Plan. Discussion followed. Mr. Miller recommends keeping it on the plan.

Mr. Kuhns read the DPW report. The Preliminary Engineers Report (PER) is expected to be submitted by November 18<sup>th</sup>. Mr. Kuhns expressed his thanks to the Town of Hampstead for their donation of a valve closing machine.

Mr. Richardson made a motion to purchase 22 permaloggers from 540 Technologies in the amount of \$26,510. Ms. Miller seconded the motion. The motion passed unanimously. Ms. Miller made a motion to approve the line stripping project to Alpha Space Control in the amount of \$8,799. Mr. Cuneo made a motion seconded the motion. The motion passed unanimously.

Chief Hess read the monthly Police report. There were 183 calls for service for October. Traffic enforcement continues with 236 warnings, citations and repair orders issued for October.

Mr. McCarron reminded the Mayor and Council that Ordinance No. 248 dealing with speed limits, etc. that had been previously introduced in July. Since time expired it needs to be reintroduced.

Ms. Baldwin explained that the Town received the first payment from the American Rescue Plan Act (ARPA) so the budget needs to be amended. Mr. Richardson made a motion to amend the FY21 Budget to increase the Water Fund revenues and increase the Water Fund expenses in the amount of \$2,000,438.63. Ms. Miller seconded the motion. The motion passed unanimously.

Jessica Smith expressed her gratitude with the cooperation between the Town staff members and various landlords during the meeting today

Jim Singer inquired about the status of Ordinance No. 248 specifically lowering the speed limit on Water Street.

Council members gave committee reports.

Mr. Richardson discussed the meeting with the landlords and the recent increase in the rental housing license. Mr. Richardson made a motion to repeal and replace Resolution 03-2021 with Resolution 04-2021 adjusting the following rental housing license fees –

- \$100 per unit
- 1-30 days late will cost \$125
- 31-60 days late will cost \$150
- 61 days or later will cost \$200 and staff will start the process to revoke the license.

Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Richardson made a motion to adjourn the general session. Mr. Cuneo seconded the motion. The motion passed unanimously. The meeting adjourned at 8:36pm

Respectfully submitted, Kelly J. Baldwin