

Town of Manchester
November 12, 2019

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

The Pledge of Allegiance was recited.

Ms. Smith made a motion to approve the October 8, 2019 minutes as printed. Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Pacelli made a motion to receive the September 2019 Treasurer's Report. Mr. Wilder seconded the motion. The motion passed unanimously. Ms. Howe made a motion to receive October 2019 Check Register as submitted. Mr. Wilder seconded the motion. The motion passed unanimously.

Commissioner Steve Wantz presented Steve Miller with a proclamation for his 40 years of service to the Town of Manchester. He also updated the Mayor and Council on Carroll County government activities.

Mr. Bill Early, a representative from the independent auditor's firm, CliftonLarsenAllen, presented an overview of the FY19 Audited Financial Statements. A "clean" opinion was issued. Mr. Early stated that there are two control weaknesses that are documented every year which are that CLA prepares the financial statements and there is a lack of segregation of duties.

Mayor Warner mentioned that Hughes Trash will continue to pick up yard waste on Fridays through November. Town staff will start picking up leaves on Mondays through the first Monday in December. The Town office will be closed on November 28th and November 29th. Black Friday will be held on November 29th with the lighting of the tree at 6pm in front of the Manchester Historic Center.

Mr. Miller gave the monthly Town Administration report. Construction on the new package good store has stopped. There was joint meeting between the Mayor and Council and the Planning & Zoning Commission in regards to the application of annexation of the Lippy Property on October 15th and November 7th. Staff is working on a "small cell" ordinance and discussion followed. Mr. Miller mentioned that BGE has grants to install electric vehicle charging stations if the Town would like to consider the possibility.

Chief Hess read the monthly police report. There were 101 calls for service in October with 5 criminally charged. Due to the predicted weather for October 31st, some neighborhoods elected to trick-or-treat on November 1st. However, the weather did not cause any issues. Mayor Warner mentioned that is presented problems due to staffing 2 nights. Chief Hess thanked the Manchester VFD for their help with lighting up town streets on November 1st.

Mr. Kuhns gave the monthly Public Works report. The generator maintenance program has been completed for the year by staff.

Bids were received for the HVAC system at the Historic Center. Mr. Wilder made a motion to approve the bid from D&S Green Services in the amount of \$14,804.60. Ms. Howe seconded the motion. The motion passed unanimously.

Tom Kirk, of 2571 Mindi Drive, approached the Mayor and Council for the 4th time regarding speeding on Mindi Drive. Mr. Kirk does not believe speed lights work and the stop sign is the best solution. Ms. Smith stated that the stop sign would not work for the other end of Mindi Drive. Mayor Warned mentioned that we are still gathering data.

Guy Garey, M.A.M.A. representative, updated the Mayor and Council on Black Friday activities on November 29th. This has been open to outside vendors and they are stationed along Main Street. There will be a scavenger hunt, wagon rides and a train garden at MVFD.

The subject of small cell towers was brought up again. Mayor Warner suggested that the Town look into having some control over these towers and where they're installed. Ms. Howe acknowledged that there hasn't been enough studies to know if it's harmful to the public but believes we should stay ahead of it.

Council members gave committee reports.

Mr. Pacelli made a motion to adjourn the general session and go into a closed meeting pursuant to General Provisions Article §3-305(b)(3) to consider the acquisition of real property for a public purpose and matters directly related to public business. Ms. Smith seconded the motion. The motion passed unanimously. The meeting adjourned at 8:27pm.

Respectfully submitted, Kelly J. Baldwin