

Town of Manchester  
November 12, 2024

The Mayor and Council of the Town of Manchester met in person on the above date. Those in attendance were Mayor Smith, Ryan Nazelrod, Debbie Howe, Jenn Miller, Vince Pacelli, Steve Miller and Chief Hess.

The Pledge of Allegiance was recited.

Ms. Miller made a motion to approve October 8, 2024, minutes as printed. Ms. Howe seconded the motion. The motion passed unanimously. Ms. Howe made a motion to receive the August 2024 Treasurer's Report. Ms. Miller seconded the motion. The motion passed unanimously. Mr. Pacelli made a motion to receive the September 2024 Treasurer's Report. Ms. Miller seconded the motion. The motion passed unanimously. Ms. Miller made a motion to receive the October 2024 Check Register. Mr. Cuneo seconded the motion. The motion passed unanimously.

Mayor Smith read the monthly Mayor's Report. Weekly yard waste collection on Wednesdays will continue until December 18<sup>th</sup>. Leaf collection will continue until Monday, December 2<sup>nd</sup>. Black Friday events will take place on Friday, November 29<sup>th</sup> from 6pm-8pm. The Town tree lighting will be held in front of the new Town hall located at 3337 Victory Street. The Santa Stroll will walk along York Street to Immanuel Lutheran where there will be lighting of the nativity. Residents are encouraged to visit the MVFD to view the train display and the Manchester Historic Center across the street from Immanuel Church.

The monthly Public Works report was distributed to the Mayor and Council. Staff completed flagger training on October 16<sup>th</sup>. The lead and copper inspection of homes built before 1973 is complete and the information has been submitted in time to MDE Progress continues on the following projects – York Street Water Tower rehabilitation (95% completed), PFAS mitigation, and stormwater inlet rehabilitation and repaving. The tot lot at Westminster Street has been prepared for the new playground equipment which should be installed later this month.

Mr. Miller gave the Town Administrator's report. Maryland has enacted a statewide burn ban. Ms. Baldwin and I spoke with MDE regarding the details of the loan principal forgiveness offered for PFAS in the amount of \$6,532,500. The ADA crosswalk project is still in the works. The Board of Education will discuss the possibility of the Town entering on their property to install an ADA crosswalk near Manchester Elementary at their December 11<sup>th</sup> meeting. Antietam Broadband aerial work is 80% complete. Review continues on the draft COOP Plan. Mayor Smith and I met with Commissioner Kiler to discuss Main Street trees. Survey work is completed on the lot behind Spargo's. Ms. Wilder contacted the Carroll County Community Foundation and was told the CQNC has all the paperwork completed and is in good status as far as their tax-exempt status. We have received the lease agreement with USPS for the Manchester Post Office. The deadline for resumes for the position of Town Administrator is December 6<sup>th</sup>.

Mr. Miller provided information from Automated Protection Systems on upgrading the Town Hall/Police Department Security Camera System which was budgeted for \$15,000. Ms. Miller made a motion to approve the bid from APS in the amount of \$15,000. Mr. Pacelli seconded the motion. The motion passed unanimously.

Chief Hess read his monthly Police Report. There were 200 calls for service in October.

The Town received one bid for trash removal for service to start January 1, 2025. Mr. Pacelli made a motion to approve the bid from Hughes Trash Service for a 5-year contract. Ms. Miller seconded the motion. The motion passed unanimously.

Adam Smith from CDM Smith updated the Mayor and Council on the WWTP ENR Upgrade project which is 30% completed. He explained the process which has almost 8,000

manhours invested in it to date. The anticipated completion date is in April 2025. Construction is anticipated to cost \$44, 000,000. Ms. Miller questioned when the Town would know the annual operating costs associated with the new treatment. Mr. Smith noted that this figure would be known by the time the project is 60% completed which is scheduled for next month. Mayor Smith expressed her concern that adding some items like the stabilization tanks in the original design added a lot more costs to re-design. Mr. Smith does not believe it is considered a “re-design”. Discussion followed.

Student Representatives, Walter Sallee and Emma Hoobler, updated the Mayor and Council on the upcoming events at MVHS.

Council members gave committee reports.

Mr. Nazelrod made a motion to adjourn the general session. Mr. Pacelli seconded the motion. The motion passed unanimously. The meeting adjourned at 8:17pm.

Respectfully submitted, Kelly J. Baldwin