

TOWN OF PITTSVILLE
Town Commissioners Meeting Minutes
August 21, 2023

The regular monthly meeting of the Town Commissioners of Pittsville was convened by Town Commission President Sean McHugh at 7:00 pm on August 21, 2023 at Town Hall. Present were Town Commission Vice President Roland Adkins, and Town Commissioners Bethany Miller, David Carozza and John . Also attending were Town Manager Joe Mangini and Town Attorney Erica Witz, Town Engineer Rob Duma and Chief Bob Harris.

Before the start of the meeting, Town Commission President McHugh requested a “moment of silence” for William C “Bill” Gordy, the Town’s WWTP chief operator who passed away on August 7, 2023 after serving nearly 30 years with the Town of Pittsville.

Pledge of Allegiance was recited by all.

MINUTES

The minutes of the regular meeting of July 17, 2023 were reviewed with a motion to approve by Town Commission Vice President Adkins and seconded by Town Commissioner Carozza. Motion was approved.

TOWN TREASURER’S REPORT

Town Commission President McHugh read into the record the General Fund Operating Account with a beginning balance of \$48,388.07 and ending balance of \$47,825.28. Motion to approve by Town Commissioner Miller and seconded by Town Commissioner Carozza. Motion approved.

Town Commission President McHugh read into the record the Utility Fund Operating Account with a beginning balance of \$68,607.59 and ending balance of \$121,410.32. Motion to approve by Town Commission Vice President Adkins and seconded by Town Commissioner Carozza. Motion Approved.

Town Commission President McHugh then read into the record the following Town Bank Fund Balances;

General Fund:

- a) Operating: \$342,926.00
- b) Capital Improvement: \$81,000.00
- c) Highway User Fee Account: \$241,941.00
- d) Speed Camera: \$22,028.00
- e) Reserve Account: \$394,953.00

TOTAL: \$1,082,848.00

American Rescue Plan Fund: \$511,134.51

MLGIP (interest

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/ earned since April 18, 2023):
\$34,505.88

- a) General Fund: \$18,978.24 55%
- b) Water Fund: \$4,485.76 13%
- c) Sewer Fund: \$11,041.88 32%

WATER FUND

- a) Operating Account: \$98,558.00
- b) Capital Improvement Account: \$138,467.00
- c) Reserve Account: \$69,707.00

TOTAL: \$286,732.00

Water Loan Debt: (\$435,326.00)

SEWER FUND

- a) Operating Account: \$98,558.00
- b) Capital Improvement Account: \$362,192.00
- c) Reserve Account: \$177,810.00

TOTAL: \$638,560.00

Total Available Municipal Funds: \$2,553,780.03

PUBLIC SAFETY REPORTS

PVFD/EMS

Town Commission Vice President Adkins announced the annual “car show” to be held on September 24, 2023 and that the “Trunk or Treat” event will probably be held the Saturday before Halloween.

Police

Chief Harris provided his monthly activities report and extended a big “thank you” to all who made the “National Night Out” so successful with the fireworks highlighting the event. Solar panels at the police department working fine and fence to secure the solar panels site will be installed soon.

Code Enforcement

The Town Manager reported 3 “code letters” were issued. All for high grass and all now in compliance .

TOWN MANAGER'S REPORT

The Town Manager's report consisted of the following:

- There are 3 Ordinances for introduction tonight. One for a zoning text amendment and the other two are for amendments to the FY 23 Budget and FY 24 Budget
- Town has received the reimbursement for the TMCR services for \$15,145.20
- Due to an issue with the new lease and joint use agreement with PVFD, there will not be an application for grant funds submitted to DNR until this matter is resolved.
- The "network assessment" report provided by Steve MacDonald needs to be reviewed and discussed.
- Talkie Communications meeting was held. Town Commission President McHugh will discuss later.
- With the passing of Bill Gordy, Dale Monroe has been "interim operator" working under Pete Merkl's license from Willards
- PEDC meeting scheduled for August 23, 2023 at 5:30 pm
- P/Z Commission meeting scheduled for September 7, 2023 at 6:00 pm
- Requested Town Commission President to appoint Dale Monroe as Director of Public Works if no objections from Town Commissioners
- WWTP Pre-Engineering Study will be discussed by the Town Engineer in his report
- Labor Day, September 4, 2023 a federal holiday and Town offices will be closed.

Town Commission President McHugh updated the Town Commissioners and the public on the TALKIE COMMUNICATIONS meeting in which TALKIE expressed their plans to construct a fiber optic system within the Town by building a basic backbone of the project within the state rights of way on Gumboro Road and Old Ocean City Road, then consider extending throughout town. We are waiting for their plans to be submitted to consider. The Town Commission President also has requested a public meeting be held in order for TALKIE to discuss the project with the town residents.

TOWN ENGINEER'S REPORT

- WTP Upgrade/Phase IV coming to fruition. After intervention by the Town Manager with MDE, the approval of the plans and construction permit will be forthcoming. Rob Duma reviewed the bidding & construction process which will still be a few months away but now at least we are on to completing this project
- New well study underway
- Utility Infrastructure mapping should be completed by the end of the year
- Phone conference with USDA on the WWTP Pre-Engineering will be held on September 5 to address the "Parsonsborg" issue and try to resolve certain matters that concerned USDA.
- "FY 23 Street Improvement Project" set to begin 28 Aug with a 90 day completion date
- Storm Water study will commence soon.

OLD BUSINESS

There was no old business to consider

NEW BUSINESS

Ordinance # 2023-02 “ An Ordinance to Amend the Zoning Code to allow by Special Exception for Automotive Repairs and Towing/Storage Services in the Central Business District/CBD”. Motion to approve for introduction by Town Commissioner Carozza and seconded by Town Commission Vice President Adkins. Motion was approved

Ordinance #2023-03 “ An Ordinance to Amend the FY 23 Budget”. Motion to approve for introduction by Town Commission Vice President Adkins and seconded by Town Commissioner Carozza. Motion approved.

Ordinance #2023-04 “ An Ordinance to amend the FY 24 Budget”. Motion to approve for introduction by Town Commission Vice President Adkins and seconded by Town Commissioner Miller. Motion approved.

TOWN COMMISSION REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS

Erika Moore-Lecates shared with the Town Commissioners and public the successful soccer program instituted in Pittsville that also includes all the areas around the Town. Joe White and Dale have been working on this program together. It has been a great success. The program is setting up a bank account to receive donations to help defray some of the costs of the program and the Town of Pittsville is purchasing playing equipment and goal posts that will remain town property. Town Commission President McHugh made a motion to approve a donation of \$250 from the Town to the program. Motion was seconded by Town Commissioner Carozza. Motion carried. The local league is called the “PITTSVILLE JAMMERS”.

Comments from the public were concerning code enforcement matters that will be addressed by the Town’s Department of Code Compliance/Enforcement. The installation of a new water meter system was discussed as well as the ponding of water on Gumboro Road that Dale will be checking on.

Town Commissioner Palmer explained his recent absence from several town meetings and expressed his thanks for those individuals who have reached out to him during this difficult time. He also thanked Dale for stepping in with the passing of Bill Gordy.

Town Commission Carozza inquired into the timing to repair the water leak on Gumboro Road with Dale explaining his plans to complete the work as soon as a contractor is available.

Pastor Shane reported on an event to honor our “first responders” on September 10 and the Church’s yard sale on September 30.

Chief Harris reported the difficulty of finding an applicant for the new police officer due to the increase in salaries around the region. We may need to revisit this situation.

With no further business to discuss or consider, motion to adjourn by Town Commission President Adkins and seconded by Town Commissioner Carozza. Motion approved and meeting adjourned.

Respectfully Submitted

JOSEPH A MANGINI, Jr.
Town Manager

The next regular monthly town meeting will be September 18, 2023.

Approved :

X

Sean McHugh
President

X

Roland Adkins
Vice President

X

Bethany Miller
Commissioner

X

John Palmer
Commissioner

X

David Carozza
Commissioner