

**ALL BUSINESS ITEMS MUST BE SCHEDULED ON THE AGENDA THE WEDNESDAY PRIOR TO THE TOWN MEETING IN ORDER TO BE HEARD.**

**TOWN MEETING AGENDA**

**February 26, 2024**

**7:00 PM**

- 1.) Call to order
  - Pledge of Allegiance
  - Swearing In of Judy Jones as Town Clerk/Town of Pittsville
  - Swearing In of Jason Dimitri as Police Officer/Town of Pittsville
- 2.) Minutes of Meeting on January 22, 2024.
- 3.) Treasurer's Report of Balances of General and Utility Accounts
- 4.) Public Safety Report
  - a.) Fire/EMS Report
  - b.) Police Report
  - c.) Code Enforcement Report
- 5.) Town Manager/Circuit Rider
- 6.) Town Engineer Report – Robert Duma
- 7.) Old Business:
- 8.) New Business
  - 1) Consideration of Donation for the Pittsville Band Boosters
  - 2) Authorization for Funding for the TOWN Strawberry Festival
  - 3) Beth Palmer-Community Garden Proposal
  - 4) Request for Sewer Allocation for Major Residential Subdivision/Chase Dykes Bay to Beach Home Services/Exteriors LLC
- 9.) Town Commission/Committee Reports and Commissioner/Public Comments
  - a) Robyn Carozza-Town Strawberry Festival
  - b) Erika Moore-Lecates- MML Activities
- 10.) Adjournment of Meeting. Next meeting date- March 18,2024

**TOWN OF PITTSVILLE**  
**Town Commissioners Meeting Minutes**  
**January 22, 2024**

The regular monthly meeting of the Town Commissioners of Pittsville was convened by Town Commission President Sean McHugh at 7:00 pm on January 22, 2024 at Town Hall. Present were Town Commission Vice President Roland Adkins and Town Commissioners Bethany Miller and John Palmer. Town Commissioner David Carozza later attended during the meeting after fire training classes. Also attending were Town Manager Joe Mangini, Town Attorney Erica Witz, and Town Engineer Rob Duma. Chief Harris was excused by Town Commission President McHugh.

Pledge of Allegiance was recited by all.

Town Commission President McHugh introduced Judy Jones, his nomination for the position of Town Clerk. Town Commissioner Palmer seconded the nomination. Nomination was approved. After which positive comments were offered for the new Town Clerk.

**MINUTES**

The minutes of the reorganization/ regular meeting of December 18, 2023 were reviewed with a motion to approve by Town Commission Vice President Adkins and seconded by Town Commissioner Palmer. 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 \$57,354.59 and ending balance of \$79,673.63. Motion to approve by Town Commissioner Miller and seconded by Town Commission Vice President Adkins. Motion approved.

Town Commission President McHugh read into the record the Utility Fund Operating Account with a beginning balance of \$48,715.53 and ending balance of \$39,247.01. Motion to approve by Town Commissioner Miller and seconded by Town Commissioner Palmer. Motion approved.

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

**General Fund:**

- a) Operating: \$291,781.00
- b) Capital Improvement: \$81,000.00
- c) Highway User Fee Account: \$106,962.00
- d) Speed Camera: \$12,810.00
- e) Reserve Account: \$439,329.00

TOTAL: \$931,882.00

**AMERICAN RESCUE PLAN FUND: \$335,933.00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/** earned since April 18, 2023):  
\$87,347.09

- a) General Fund: \$48,040.90 55%
- b) Water Fund: \$11,355.12 13%
- c) Sewer Fund: \$27,951.07 32%

**WATER FUND**

- a) Operating Account: \$74,488.00
- b) Capital Improvement Account: \$138,467.00
- c) Reserve Account: \$69,707.00

TOTAL: \$282,662.00

Water Loan Debt: (\$394,573.00)

**SEWER FUND**

- a) Operating Account: \$74,488.00
- b) Capital Improvement Account: \$362,192.00
- c) Reserve Account: \$177,810.00

TOTAL: \$614,490.00

**Total Available Municipal Funds: \$2,302,314.00**

**PUBLIC SAFETY REPORTS**

*PVFD/EMS*

Town Commission Vice President Adkins reported on behalf of the PVFD/EMS on the following

- Annual training being undertaken at the fire hall that night
- AFG grant availability for fire hydrants. Chief Powell has the information
- Requested that the PVFD conduct a walk thru of municipal buildings to ensure public safety methods and familiarly with town properties
- Implementation of town policy to address the length of time allowed when a fire hydrant is out of service
- Calling of central to notify when a town fire hydrant is "out of service"
- Remember to always maintain safety when working on the roadways thru town

### *Police*

There was no report with Chief Harris being excused for the meeting.

### *Code Enforcement*

The Town Manager reported that there was nothing to report this month

## **TOWN MANAGER'S REPORT\***

- **Attached is the Town Manager's Monthly Report**

Also, Chandra Singh and Chris Gee reported on the quarterly activities relating to the operation/maintenance of the WTP (Water Treatment Plant)

## **TOWN ENGINEER'S REPORT**

Rob Duma, Town Engineer reported on the following:

- Utility Mapping is almost complete. Utility Map presented to the Town which can be revised and updated as we go along.
- Storm Water Management Study is ongoing with mapping to be included. Explained how DBF went about preparing the study and mapping on the drainage issues to include the major culvert work being done by the County on Maple Street (town) and Poplar Neck Road (county). There was much discussion regarding the major drainage issues and ditch running underneath Gumboro Road (state), Maple Street (town), and Poplar Neck Road (county).. Rob also spoke about the drainage issues within the town proper (Pitts Avenue, Main Street).
- Test well project being completed. Pursuing the use of the Manokin Aquifer for new well and looking at the town's parcel property on the corner of Railroad Avenue and Perdue Street. This project being funded by ARP money.
- Request for additional grant funds (\$1,000,000) already filed with MDE to assist with Phase IV of the WTP Upgrade.
- Proposal of \$9,800 to undertake survey of the WWTP and adjoining properties for annexation purposes
- Finishing up final infrastructure review of Solomon's Village major subdivision.
- Town working on completing necessary repairs at the WWTP as well as installation of alarm systems for the pumping stations and WWTP.
- Looking at new doors for the old storage warehouse next to WTP
- Looking into electronic locking security gates for town owned property with buildings and enclosed by fences.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Town Commission President McHugh explained the reasoning for installing the new signs at each cul-de-sac road in Town mainly to alert drivers that the road was not a thru road. Town Commission President McHugh made a motion to install the signs pursuant to MDOT safety required regulations on the following streets: Parker Place, Legacy Lane, Truitt Street, Heartland Drive, Chatham Manor Way, Sandyfield Drive, and Moskov Court. Motion was seconded by Town Commissioner Carozza. Motion passed.

## **TOWN COMMISSION REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS**

Dale Littleton expressed his displeasure that at the recently held Aydelotte Drainage Association annual meeting, the Association was blaming the Town for the drainage issues. Dale recommended that the Town contact the Association to clarify any misconceptions. There was much "intense" discussion regarding this matter along with comments on the ability of the Association to maintain its ditches.

Erika Moore Lecates updated the Town Commissioners and public on the activities of the MML. Erika is the Town's representative to the MML.

Town Commissioner Palmer expressed his appreciation to the Town and PVFD volunteers for their dedication and commitment in serving the community.

Town Commission President McHugh advised that possibly in April, the Town will conduct smoke testing of the utility infrastructure to identify any possible locations of infiltration/inflow into the town's sewer system that directly affect our sewer flow capacity.

Meeting was then adjourned.

**Respectfully Submitted,**

A handwritten signature in black ink, reading "Joseph A. Mangini, Jr.", with a long horizontal flourish extending to the right.

**JOSEPH A MANGINI, Jr.**  
**Town Manager**

***The next regular monthly town meeting will be on Monday, March 18, 2024 at 7:00 pm at Town Hall.***

APPROVED:

X \_\_\_\_\_  
Sean McHugh  
President

X \_\_\_\_\_  
Roland Adkins, Vice President

X \_\_\_\_\_  
Bethany Miller, Town Commissioner

X \_\_\_\_\_  
John Palmer, Town Commissioner

X \_\_\_\_\_  
David Carozza, Town Commissioner

## TOWN MANAGER MONTHLY MEETING REPORT

22 Jan 24

- On the agenda tonight is consideration to approve the appointment of a new TOWN CLERK and the posting of signs for specific roadways
- For the first six months of this fiscal year, the Town has issued 23 building permits with \$7,251.06 in building fees collected.
- The PEDC will be meeting on January 24, 2024 @ 5:30 pm.
- The Planning/Zoning Commission will be meeting on February 8, 2024 @ 6:00 pm. Potential items to be considered are the final review of the Soloman's Village subdivision and progress on the Cannabis legislation.
  - I have submitted the TMCR request for reimbursement of \$14,496.12 for my past services rendered for the months of July, August, and September. I anticipate the reimbursement by the end of this month. New request for reimbursement is being prepared for the months of October, November and December 2023 in the amount of \$14,135.52
  - Still waiting to hear from DNR regarding our past due reimbursement of \$3,619.69 for Phase II of the "capital park project"
  - In your meeting packets you have the 6 months/semi-annual financial report for the Municipal Operating Budget (MOB) & the American Rescue Fund Budget.
  - It has been a very busy time regarding the WTP upgrade project, work going on at the WWTP, plus several additional engineering projects we have begun. I will let Rob review all of these with you in his report.
  - We have been approved as you know for the next phase of our Pittsville Park Capital Improvement Program in the amount of \$287,500 to erect the new playground structure. I anticipate this work to begin in the spring and will update you when we get closer to that time. Along with that, the Town needs to decide on what community events we want to pursue this coming year. The National Night Out with fireworks is on the planning agenda for August 7, perhaps a PITTSVILLE TOWN Strawberry Festival or do we give that up to the Chamber to sponsor, and we can again look to events for the last part of the year such as a fall festival, children's festival, Christmas in the Park.
  - The CY24 WWTP Sewer Allocation Policy will be prepared and proposed for your consideration at the February meeting once Rob & Sean T have finalized the WWTP Capacity Management Plan due to MDE by 31 Jan 24.
  - Next month I will provide the working schedule for the FY25 budget considerations. Target date is to have the CY25 budget ready for introduction at the April meeting giving the Town Commissioners ample time to review and develop.
  - I have included in your packets the annual letter from Wicomico County regarding the MDOT Consolidated Transportation Program FY 2025-FY 2030. I have a hard copy of the full report if anyone is interested in seeing. A list of our requested state projects is due to the County by February 16, 2024.
  - Our next Town monthly meeting will be on Monday February 26, 2024 commencing at 7:00 pm due to the federal Presidents Day holiday falling on our regular meeting night.

**Town of Pittsville**  
**General Operating Account**  
**As of January 31, 2024**

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>100 · CASH &amp; EQUIVALENTS</b>							79,673.63
<b>110 · General Fund</b>							79,673.63
<b>128 · FBW - General Operating 1541</b>							79,673.63
General Jour...	01/02/2024	6312	Deposit	3824	142 · ...	45,073.19	124,746.82
General Jour...	01/03/2024	6322	Town of Pittsville-Payroll	Transfer to fund payroll acco...	112 · ...	-65,000.00	59,746.82
General Jour...	01/03/2024	6343	Deposit	3833	128 · ...	355.00	60,101.82
General Jour...	01/03/2024	6343	Deposit	3833	-SPLI...	2,000.00	62,101.82
Bill Pmt -Che...	01/05/2024	3601	ABC Printers Inc	Inv # 63678	310 · ...	-262.00	61,839.82
Bill Pmt -Che...	01/05/2024	3602	Cash	VSA Police Test	310 · ...	-50.00	61,789.82
Bill Pmt -Che...	01/05/2024	3603	Davis, Bowen & Fridel ...	Inv # 180649, 180645	310 · ...	-3,112.50	58,677.32
Bill Pmt -Che...	01/05/2024	3604	DP Chatham Mnr 8081...	5501 0728 081	310 · ...	-81.75	58,595.57
Bill Pmt -Che...	01/05/2024	3605	DP Town Lights 578-G	5501 0728 578	310 · ...	-3,637.29	54,958.28
Bill Pmt -Che...	01/05/2024	3606	DP Town Warehouse ...	5500 6957 678	310 · ...	-113.24	54,845.04
Bill Pmt -Che...	01/05/2024	3607	Lisa Tubbs	Inv # 1053	310 · ...	-700.00	54,145.04
General Jour...	01/05/2024	6360	Deposit	3829	142 · ...	1,953.18	56,098.22
General Jour...	01/10/2024	6373	Deposit	3847	142 · ...	70.72	56,168.94
Bill Pmt -Che...	01/11/2024	3608	Capital Bank & Trust Co.	Retirement Contribution	310 · ...	-4,083.90	52,085.04
Bill Pmt -Che...	01/11/2024	3609	Choptank Electric - G	9912566701	310 · ...	-90.00	51,995.04
Bill Pmt -Che...	01/11/2024	3610	Colonial Life	Inv #5277330-1201816	310 · ...	-140.35	51,854.69
Bill Pmt -Che...	01/11/2024	3611	DPSCS - ITCD	AB3-12-486	310 · ...	-14.00	51,840.69
Bill Pmt -Che...	01/11/2024	3612	Gannett Delaware Loc...	Inv # 6140237	310 · ...	-597.50	51,243.19
Bill Pmt -Che...	01/11/2024	3613	Joseph A. Mangini Jr	Pay Dec 24 - Jan 6	310 · ...	-1,740.00	49,503.19
Bill Pmt -Che...	01/11/2024	3614	Kelly & Associates Ins...	Health Insurance	310 · ...	-1,581.66	47,921.53
Bill Pmt -Che...	01/11/2024	3615	Lincoln National Life In...	February 2024 LT/ST/Life I...	310 · ...	-326.84	47,594.69
Bill Pmt -Che...	01/11/2024	3616	Maryland Municipal Le...	Inv # m193	310 · ...	-70.00	47,524.69
Bill Pmt -Che...	01/11/2024	3617	Mediacom - Town Hall	8384500090090174	310 · ...	-229.95	47,294.74
General Jour...	01/12/2024	6376	Deposit	3850	142 · ...	1,177.39	48,472.13
General Jour...	01/16/2024	6379	Deposit	3854	142 · ...	100.00	48,572.13
Bill Pmt -Che...	01/18/2024	3618	Chester River Behavio...	J.Dimitri / Psychological Sc...	310 · ...	-400.00	48,172.13
Bill Pmt -Che...	01/18/2024	3619	Pittsville Fire Departm...	Fire/EMS Company Contrib...	310 · ...	-20,000.00	28,172.13
Bill Pmt -Che...	01/18/2024	3620	Simple Computing LLC	Inv # 1102,1103,1104	310 · ...	-2,634.00	25,538.13
General Jour...	01/18/2024	6384	Deposit	3860	142 · ...	15.38	25,553.51
General Jour...	01/19/2024	6382	Deposit	3857	142 · ...	2,184.22	27,737.73
General Jour...	01/25/2024	6370	Deposit	3844	142 · ...	686.23	28,423.96
General Jour...	01/25/2024	6389	Deposit	3865	148 · ...	8,100.00	36,523.96
General Jour...	01/25/2024	6392	Deposit	3868	142 · ...	1,052.77	37,576.73
General Jour...	01/25/2024	6394	Deposit	3870	145 · ...	32,867.91	70,444.64
General Jour...	01/25/2024	6396	Deposit	3872	148 · ...	123.28	70,567.92
General Jour...	01/25/2024	6398	Deposit	3874	148 · ...	200.00	70,767.92
Bill Pmt -Che...	01/25/2024	3621	Alarm Engineering, Inc...	Inv # 695438	310 · ...	-222.36	70,545.56
Bill Pmt -Che...	01/25/2024	3622	Bennett Termite & Pes...	Inv # 789865	310 · ...	-70.40	70,475.16
Bill Pmt -Che...	01/25/2024	3623	Bethany Miller	Town Meeting 1/22	310 · ...	-75.00	70,400.16
Bill Pmt -Che...	01/25/2024	3624	Dale Littleton	EDC Meeting 1/24	310 · ...	-25.00	70,375.16
Bill Pmt -Che...	01/25/2024	3625	David Carozza	Town Meeting 1/22	310 · ...	-75.00	70,300.16
Bill Pmt -Che...	01/25/2024	3626	Edward John Palmer	Town Meeting 1/22	310 · ...	-75.00	70,225.16
Bill Pmt -Che...	01/25/2024	3627	Ivory Smith	EDC Meeting 1/24	310 · ...	-25.00	70,200.16
Bill Pmt -Che...	01/25/2024	3628	Joseph A. Mangini Jr	Pay Jan 7-24	310 · ...	-1,950.00	68,250.16
Bill Pmt -Che...	01/25/2024	3629	Kelly Jeter	EDC Meeting 1/24	310 · ...	-25.00	68,225.16
Bill Pmt -Che...	01/25/2024	3630	Rebecca Smith	EDC Meeting 1/24	310 · ...	-25.00	68,200.16
Bill Pmt -Che...	01/25/2024	3631	Roland Adkins	Town Meeting 1/22	310 · ...	-75.00	68,125.16
Bill Pmt -Che...	01/25/2024	3632	Sean McHugh	Meetings	310 · ...	-175.00	67,950.16
Bill Pmt -Che...	01/25/2024	3633	Trent Molnar	EDC Meeting 1/24	310 · ...	-25.00	67,925.16
Bill Pmt -Che...	01/25/2024	3634	Webb, Wilber, Douse, ...	Legal	310 · ...	-5,762.66	62,162.50
Bill Pmt -Che...	01/25/2024	3635	WEX Bank Valero Flee...	0496-00-633067-4	310 · ...	-119.15	62,043.35
General Jour...	01/25/2024	6483	Deposit	Escrow Fees / Withers Sub...	384.0...	1,500.00	63,543.35
General Jour...	01/26/2024	6409	Deposit	3880	142 · ...	239.53	63,782.88
General Jour...	01/26/2024	6490	PNC Bank	General Pmt Credit Card	351 · ...	-6,648.22	57,134.66
General Jour...	01/29/2024	6411	Deposit	3882	142 · ...	572.44	57,707.10
Total 128 · FBW - General Operating 1541						-21,966.53	57,707.10
Total 110 · General Fund						-21,966.53	57,707.10
Total 100 · CASH & EQUIVALENTS						-21,966.53	57,707.10
<b>TOTAL</b>						<b>-21,966.53</b>	<b>57,707.10</b>



**Approved :**

**X**

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Sean McHugh  
President

**X**

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Roland Adkins  
Vice President

**X**

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Bethany Miller  
Commissioner

**X**

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John Palmer  
Commissioner

**X**

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David Carozza  
Commissioner

## Town of Pittsville Utility Operating Account As of January 31, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
100 · CASH & EQUIVALENTS							39,197.01
120 · Water & Sewer Fund							39,197.01
129 · FBW UTILITY OPERATING ACC 1996							39,197.01
General Journal	01/02/2024	6314	Deposit	3826	152 · W...	351.42	39,548.43
General Journal	01/03/2024	6322	Town of Pittsville-Payroll	Transfer to fund payroll account	112 · FB...	-20,000.00	19,548.43
General Journal	01/03/2024	6323	Deposit	Reimburse Utility acct. for projects	105 · ML...	60,000.00	79,548.43
General Journal	01/03/2024	6339	Deposit	3828	-SPLIT-	263.28	79,811.71
General Journal	01/03/2024	6341	Deposit	3831	154 · Mi...	6,500.00	86,311.71
Bill Pmt -Check	01/05/2024	3897	Belair Road Supply Co	Inv # 550253	320 · W...	-276.08	86,035.63
Bill Pmt -Check	01/05/2024	3898	Davis, Bowen & Fridel...	Inv # 180646, 180647	320 · W...	-10,314.70	75,720.93
Bill Pmt -Check	01/05/2024	3899	DP LS#1 White Richa...	5501 4225 615	320 · W...	-95.38	75,625.55
Bill Pmt -Check	01/05/2024	3900	DP LS#2 Old Ocean ...	5501 1246 422	320 · W...	-113.27	75,512.28
Bill Pmt -Check	01/05/2024	3901	DP LS#3_ Friendship ...	5500 6957 173	320 · W...	-165.65	75,346.63
Bill Pmt -Check	01/05/2024	3902	DP LS#4 Gumboro 62...	5501 1296 278	320 · W...	-41.42	75,305.21
Bill Pmt -Check	01/05/2024	3903	DP LS#5 Railroad 744...	5501 1317 447	320 · W...	-32.30	75,272.91
Bill Pmt -Check	01/05/2024	3904	DP LS#6 Legacy Lane...	5501 1316 936	320 · W...	-83.20	75,189.71
Bill Pmt -Check	01/05/2024	3905	DP WTP 0821-U	5501 1810 821	320 · W...	-906.08	74,283.63
Bill Pmt -Check	01/05/2024	3906	DP WWTP 3731-U	5501 1013 731	320 · W...	-2,459.89	71,823.74
Bill Pmt -Check	01/05/2024	3907	Kuhne's Stationary En...	Inv # 0413	320 · W...	-3,290.07	68,533.67
Bill Pmt -Check	01/05/2024	3908	Tac Corp	Inv # 0856	320 · W...	-3,200.00	65,333.67
General Journal	01/05/2024	6362	Deposit	3836	152 · W...	40.00	65,373.67
General Journal	01/05/2024	6363	Deposit	3837	152 · W...	75.00	65,448.67
General Journal	01/08/2024	6366	Deposit	3841	152 · W...	1,877.94	67,326.61
General Journal	01/08/2024	6367	Deposit	3842	152 · W...	1,007.66	68,334.27
General Journal	01/09/2024	6371	Deposit	3845	152 · W...	1,222.46	69,556.73
General Journal	01/09/2024	6372	Deposit	3846	152 · W...	104.85	69,661.58
General Journal	01/10/2024	6374	Deposit	3848	152 · W...	125.00	69,786.58
Bill Pmt -Check	01/11/2024	3909	Atlantic Pumping Inc -U	Inv # 362953, 363011, 363022	320 · W...	-1,552.50	68,234.08
Bill Pmt -Check	01/11/2024	3910	Capital Bank & Trust ...	Retirement Contribution	320 · W...	-2,246.85	65,987.23
Bill Pmt -Check	01/11/2024	3911	Comptroller of MD BRF	4th Oct-Dec 2023 Quarter BRF	320 · W...	-10,291.20	55,696.03
Bill Pmt -Check	01/11/2024	3912	Grainger	Inv # 9947884277	320 · W...	-1,540.45	54,155.58
Bill Pmt -Check	01/11/2024	3913	Kelly & Associates Ins...	Health Insurance	320 · W...	-556.80	53,598.78
Bill Pmt -Check	01/11/2024	3914	Kuhne's Stationary En...	Inv # 1004	320 · W...	-362.50	53,236.28
Bill Pmt -Check	01/11/2024	3915	Link Computer Corpor...	17679	320 · W...	-436.96	52,799.32
Bill Pmt -Check	01/11/2024	3916	Lowes	Inv # 998231,997756	320 · W...	-524.27	52,275.05
Bill Pmt -Check	01/11/2024	3917	One Call Concepts Inc...	0001040	320 · W...	-6.61	52,268.44
Bill Pmt -Check	01/11/2024	3918	USA Blue Book - U	143290	320 · W...	-1,466.16	50,802.28
Bill Pmt -Check	01/11/2024	3919	Wicomico County Soli...	3025	320 · W...	-422.77	50,379.51
General Journal	01/11/2024	6375	Deposit	3849	152 · W...	722.94	51,102.45
General Journal	01/12/2024	6368	Deposit	3839	152 · W...	13,104.74	64,207.19
General Journal	01/12/2024	6377	Deposit	3851	152 · W...	596.52	64,803.71
General Journal	01/14/2024	5495-3	United States Depart...	USDA Loan Pmt 01/14/24	378 · MT...	-6,067.00	58,736.71
General Journal	01/16/2024	6378	Deposit	3852	152 · W...	351.40	59,088.11
General Journal	01/16/2024	6381	Deposit	3856	152 · W...	525.21	59,613.32
Bill Pmt -Check	01/18/2024	3920	Belair Road Supply Co	Inv # 551555	320 · W...	-1,396.96	58,216.36
Bill Pmt -Check	01/18/2024	3921	Bruce Lewis	Inv # 872, 873	320 · W...	-750.00	57,466.36
Bill Pmt -Check	01/18/2024	3922	Cross Company	Inv # 786138	320 · W...	-1,275.00	56,191.36
Bill Pmt -Check	01/18/2024	3923	WM Water & Sewer L...	Inv # 109571	320 · W...	-1,800.00	54,391.36
Bill Pmt -Check	01/18/2024	3924	Pittsville Motors Inc	Inv # 221138	320 · W...	-315.77	54,075.59
General Journal	01/18/2024	6383	Deposit	3858	152 · W...	453.25	54,528.84
General Journal	01/18/2024	6404	Deposit	3859	152 · W...	428.82	54,957.66
General Journal	01/19/2024	6380	Deposit	3855	152 · W...	9,705.33	64,662.99
General Journal	01/19/2024	6385	Deposit	3861	152 · W...	524.37	65,187.36
General Journal	01/22/2024	6387	Deposit	3863	152 · W...	378.40	65,565.76
General Journal	01/22/2024	6388	Deposit	3864	152 · W...	600.77	66,166.53
General Journal	01/23/2024	6390	Deposit	3866	152 · W...	510.67	66,677.20
General Journal	01/24/2024	6391	Deposit	3867	-SPLIT-	1,348.85	68,026.05
General Journal	01/25/2024	6369	Deposit	3843	-SPLIT-	2,742.92	70,768.97
General Journal	01/25/2024	6386	Deposit	3862	-SPLIT-	12,590.00	83,358.97
General Journal	01/25/2024	6393	Deposit	3869	152 · W...	729.78	84,088.75
General Journal	01/25/2024	6397	Deposit	3873	152 · W...	496.05	84,584.80
General Journal	01/25/2024	6399	Deposit	3876	-SPLIT-	28,765.83	113,350.63
Bill Pmt -Check	01/25/2024	3925	Atlantic Pumping Inc -U	Inv # 363103	320 · W...	-4,067.50	109,283.13
Bill Pmt -Check	01/25/2024	3926	Dennis Sales & Servic...	Inv # 24-4536, 24-4534	320 · W...	-3,761.40	105,521.73
Bill Pmt -Check	01/25/2024	3927	Intercoastal Trading-U	1068	320 · W...	-658.50	104,863.23
Bill Pmt -Check	01/25/2024	3928	Layfield Litter Service-U	Inv # 01222024TP	320 · W...	-735.75	104,127.48
Bill Pmt -Check	01/25/2024	3929	Shorite Controls	Inv # 34159, 34162, 17871	320 · W...	-1,616.02	102,511.46
Bill Pmt -Check	01/25/2024	3930	Town of Ocean City	Inv # 127822	320 · W...	-380.00	102,131.46
Bill Pmt -Check	01/25/2024	3931	WEX Bank Valero Fle...	0496-00-633067-4	320 · W...	-648.17	101,483.29
General Journal	01/25/2024	6489	PNC Bank	Utility Pmt Credit Card	351 · PN...	-22,963.76	78,519.53
General Journal	01/26/2024	6407	Deposit	3878	152 · W...	745.35	79,264.88
General Journal	01/26/2024	6408	Deposit	3879	152 · W...	241.95	79,506.83
General Journal	01/29/2024	6410	Deposit	3881	152 · W...	750.96	80,257.79
General Journal	01/29/2024	6412	Deposit	3883	152 · W...	759.16	81,016.95
General Journal	01/30/2024	6414	Deposit	3885	152 · W...	490.01	81,506.96
General Journal	01/30/2024	6415	Deposit	3886	152 · W...	284.61	81,791.57
General Journal	01/31/2024	6417	Deposit	3888	152 · W...	602.85	82,394.42

3:10 PM

02/21/24

Accrual Basis

**Town of Pittsville**  
**Utility Operating Account**  
 As of January 31, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
Check	01/31/2024	ACH	Farmers Bank of Willa...	Service Charge	814 - Ba...	-50.00	82,344.42
Total 129 - FBW UTILITY OPERATING ACC 1996						43,147.41	82,344.42
Total 120 - Water & Sewer Fund						43,147.41	82,344.42
Total 100 - CASH & EQUIVALENTS						43,147.41	82,344.42
<b>TOTAL</b>						<b>43,147.41</b>	<b>82,344.42</b>

**Approved :**

**X**

Sean McHugh  
President

**X**

Roland Adkins  
Vice President

**X**

Bethany Miller  
Commissioner

**X**

John Palmer  
Commissioner

**X**

David Carozza  
Commissioner

**TOWN OF PITTSVILLE**  
**Fund Balances**  
**As of 21 Feb 24**

**GENERAL FUND**

1) Operating Account: \$282,877.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$ 81,000.00

3) Highway User Fee Account: \$129,788.00

4) Speed Camera Account: \$16,984.00

5) Reserve Account: \$ 439,329.00

**TOTAL: \$949,978.00**

**AMERICAN RESCUE PLAN FUND: \$335,933.00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP (interest earned as of 18 Apr 23) \$97,356.19 (daily interest as of 21 Feb 24: 5.37%)**

a) General Fund:	\$53,545.90	55%
b) Water Fund:	\$12,656.31	13%
c) Sewer Fund:	\$31,153.98	32%

**WATER FUND**

1) Operating Account; \$80,358.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$ 145,967.00

3) Reserve Account: \$ 69,707.00.

**TOTAL: \$296,032.00**

**Water/Loan Debt: (\$ 390,122.00)**

**SEWER FUND**

1) Operating Account: \$80,358.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$ 369,692.00

3) Reserve Account: \$ 177,810.00

**TOTAL: \$ 627,860.00**

**TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,307,159.19**



# PITTSVILLE BAND BOOSTERS



## Pittsville Band Boosters

Ken Dasher, Band Director  
 Crystal Jones, President  
 Mindy Shifflett, Vice President  
 Stacy Smith, Treasure  
 Kristen Meister, Secretary

*Handwritten signature and date: 14 FEB 24*

24, January 2024

Dear Community Partners,

The Pittsville Band Boosters is a nonprofit organization composed of band parent volunteers who work together to support the Pittsville Elementary and Middle School Band. The Band Boosters fundraise to provide the band students, of grades 5 to 8, with uniforms, instrument repair, travel expenses to various parades and band competitions, and other expenses throughout the school year that aid in the Pittsville band program.

In April, the 8th grade band members are going to New York City to attend the Broadway musical, Wicked. This show will allow the students to see first-hand the talents and dedication that go into a musical career and give them a real-world experience of a Broadway show, that they might not otherwise receive.

The Band Boosters group would like to cover the cost of the buses for this trip to New York City, so the band students will only have to pay for the show ticket. We will be having a Quarter Auction Fundraiser on March 14, 2024 to help pay for the cost of the bus. We are looking for items to raffle off that night. Would your organization consider donating something to be raffled off that night? Would your organization donate funds to help offset the transportation cost of this trip?

On behalf of the Pittsville Band Boosters, we appreciate any contribution you make that will help make this trip possible for the school's band students. Donations could be mailed to the above address Attn Ken Dasher. If a donation can't be mailed, we would be happy to pick it up. Please just contact one of the names attached and we would be happy to stop and pick it up. Thank you for your support! If you have any questions, please contact Crystal Jones 443-783-1357, Stacy Smith 410-430-2349 or Ken Dasher 443-944-1912.

Thank you,

*Handwritten signature of Crystal Jones*

Crystal Jones  
 Pittsville Band Booster President

**Pittsville Band Boosters**  
**Non-Profit ID: EIN 81-1493689**



410-677-5811



34404 Old Ocean City Road,  
 Pittsville, Maryland

## Re: Planning commission meeting

---

**From:** JOE MANGINI <bluehen1@peoplepc.com>  
**To:** chase dykes <baytobeachexteriors@gmail.com>  
**Subject:** Re: Planning commission meeting  
**Date:** Jan 12, 2024 12:12 PM

---

Chase:

Will do! See you then

JOE

-----Original Message-----

**From:** chase dykes <baytobeachexteriors@gmail.com>  
**Sent:** Jan 12, 2024 11:32 AM  
**To:** <bluehen1@peoplepc.com>  
**Subject:** Planning commission meeting

Joe,

As discussed last Friday at our meeting, I would like to be added to the upcoming planning commission meeting to discuss a sketch plat for the property located between Main St and Rt 346.

Please advise of any further items needed from me prior to the meeting.

Thanks again for your continued support,

--

Chase Dykes  
Bay to Beach Home Services LLC  
Bay to Beach Exteriors LLC  
410-251-1174  
MHIC# 109520  
MHBR# 8375

# OFFICIAL ZONING MAP PITTSVILLE, MARYLAND

## Zoning Districts

- CBD Central Business District
- CM Core Mixed-Use District\*
- CR Central Residential District\*
- SR Single-family Residential District
- MH Mobile Home Residential District
- RC Regional Commercial
- MUE Mixed-Use Employment District
- CRD Overlay District
- Corporate Boundary

\* Included in the CHD overlay district

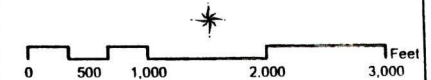
This is to certify that this is the official Zoning Map referred to in Section 8 of the Pittsville Zoning Ordinance.

ORDINANCE# \_\_\_\_\_ DATE ADOPTED \_\_\_\_\_

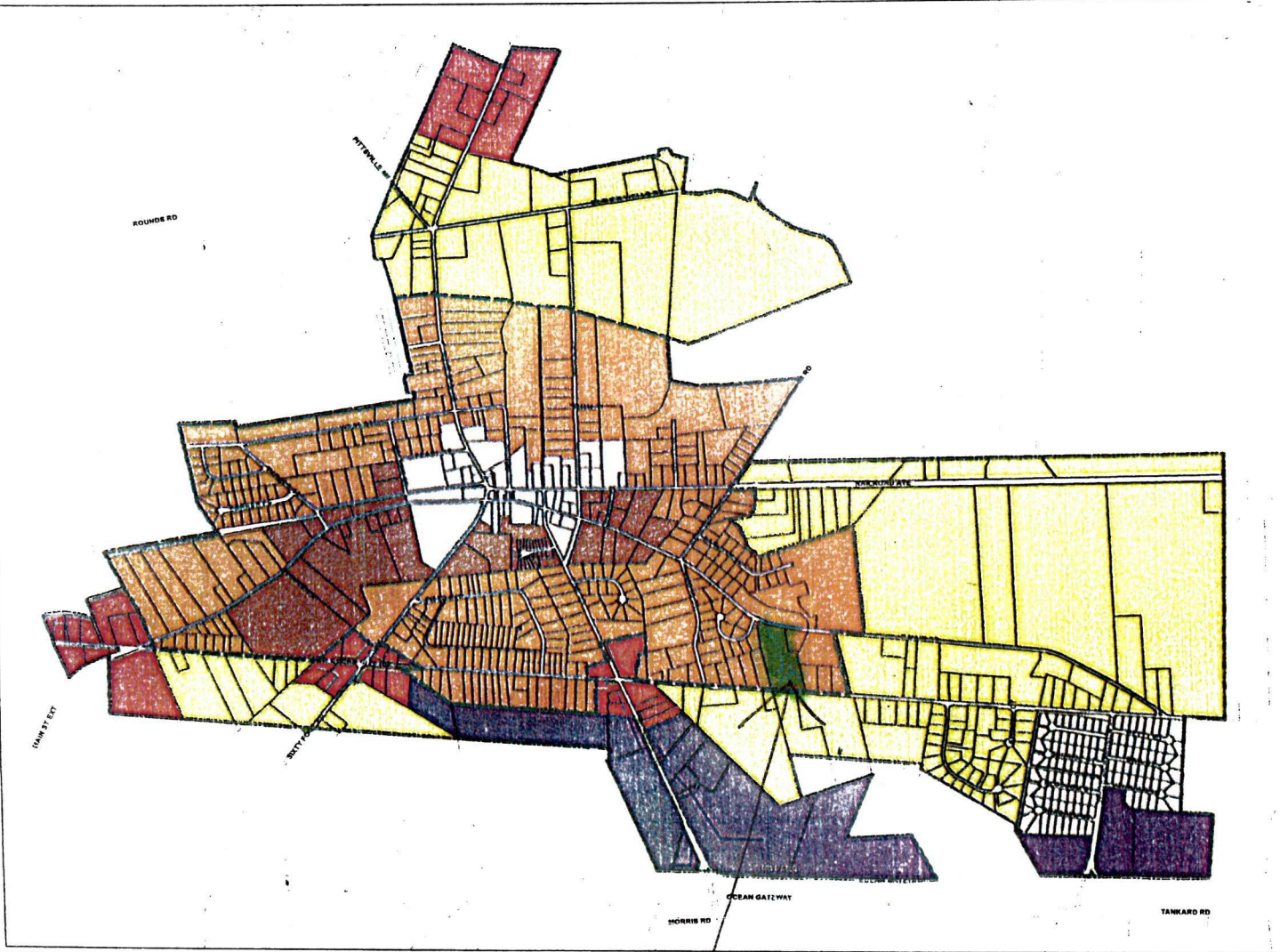
TOWN COMMISSIONER \_\_\_\_\_ DATE \_\_\_\_\_

TOWN COMMISSIONER \_\_\_\_\_ DATE \_\_\_\_\_

TOWN COMMISSIONER \_\_\_\_\_ DATE \_\_\_\_\_



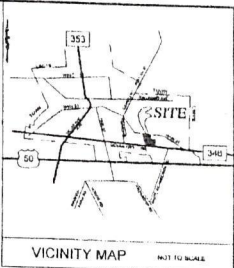
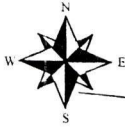
Version 11-16-22



Peter Johnston & Associates, LLC

*Chase Rhybes "interest"*





MAIN STREET

CASSAGRANDE BUILDERS, INC  
DEED REF 2519/551  
PARCEL 1055

ORIAN S. MANUEL  
DEED REF 2054/613  
PARCEL 1254

JOSEPH LAQUE  
DEED REF 2729/346  
PARCEL 1216

STEVE W. TRUITT  
DEED REF 4471/131  
PARCEL 1217

CAROL JANE REMSBURG  
DEED REF 4361/437  
PARCEL 1054

1340' +/- TO THIMMONS STREET

OLD OCEAN CITY ROAD

7  
26,095 sf

8  
21,664 sf

9  
21,823 sf

10  
21,998 sf

11  
57,299 sf

1  
30,480 sf

2  
21,768 sf

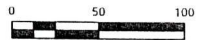
3  
21,429 sf

4  
21,090 sf

5  
20,751 sf

6  
20,717 sf

ZONE SR SINGLE FAMILY RESIDENTIAL  
  
SETBACKS:  
FRONT YD 20'  
SIDE YD 10'  
REAR YD 25'  
  
MINIMUM SIZE PER DWELLING  
10,000 SQ. FT./SF B. 7,500 SQ. FT./DUPLICATE  
  
MINIMUM LOT WIDTH 60' SF/65' DUPLICATE



TITLE CONCEPTUAL PLAN FOR 3C USA, INC.

COUNTY	WILMINGO	STATE	MD
TAX DISTRICT	04		
TAX MAP	GRID 102	PARCEL 15	1255
DEED REF.	5139/35		
PLAT REF	141/856		
DATE	01/02/2024		

- IRON PIPE FD
- IRON ROD FD
- IRON ROD SET
- CONC. MONU. SET
- CONC. MONU. SET
- ▲ UNMARKED POINT
- ✕ MAG NAIL SET
- ⊕ MAG NAIL FD
- DITCH
- LICENSE EXPIRATION 05/25

