

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

December 15, 2025

There is scheduled an “executive session” of the Town Commissioners commencing at 6:45 pm to discuss personnel matters. This is a closed session to the public.

7:30 PM

AGENDA

- 1.) Call to Order
 - Pledge of Allegiance
- 2) Re-Organization of the Town Commission
 - Election of the Town Commission President/Town Commission Vice-President
- 3) Approval of the Minutes of November 17, 2025
- 4.) Treasurer’s Report of Balances of General and Utility Accounts
- 5) Public Safety Report
 - a.) Fire/EMS Report
 - b.) Police Report
 - c.) Code Enforcement Report
- 6) Town Manager Report
 - Department Reports
- 7) Town Engineer Report – Robert Duma
- 8) Old Business: None
- 9) New Business
 - Consideration of Resolution #2025-05 “A Resolution Confirming the Prior Appointment of the Town Attorney” ADOPTION
 - Consideration of Resolution #2025-06 “ A Resolution to Approve General Obligation Borrowing from Maryland Water Infrastructure Financing Administration for the Water Treatment Plant Phase IV Upgrade Project” ADOPTION
 - Letter from Chesapeake Waste Industries Regarding the Increase in Wicomico County Landfill Fees (Discussion)

- 10) Town Commission/Committee Reports and Commissioner/Public Comments
- 11) Adjournment of Meeting.

The Town Commissioners reserve the right to close a portion of this meeting as authorized by Section 3-305(b) and Section 3-104 of the General Provisions Article of the Annotated Code of Maryland

Next Meeting Date- TBD

Please note that Under Public Comments, limit all public comments to three (3) minutes or less, any written material may be presented to the Town Commissioners. Any derogatory remarks, personal attacks, obscene language, or disruptive behavior will not be tolerated and will upon order from the Presiding Officer be grounds for removal of the individual from the meeting.

TOWN OF PITTSVILLE
Town Commissioners Town Meeting Minutes
November 17, 2025

The regular Town Meeting for November 17, 2025 was called to order by Town Commission President Sean McHugh at 7:00 pm, followed by the Pledge of Allegiance . In attendance were Town Commission Vice-President Roland Adkins, as well as Commissioners Bethany Miller, David Carozza, and Michael O'Brien. Also in attendance were Town Manager Joe Mangini, Town Attorney Erica Witz, Chief of Police Bob Harris and Town Engineer Rob Duma, as well as Linden Carey from DBF . Dale Monroe, Director of Public Works was in attendance, as well as Chris Gee representing Singh Operational Services. Erika Lecates was in attendance to give her report on the MML training she attended representing the Town of Pittsville. Becky Smith from the EDC was here, as was Tad Farlow to give the Fire/EMS report.

The new elected/re-elected Town Commissioners were sworn in by Commission President Sean McHugh, as the Town Clerk was absent due to illness. Commissioners David Carozza, Roland Adkins, and Michael O'Brien were sworn in with Town Attorney Erica Witz signing as a witness.

MINUTES

The minutes of the town meeting held on October 20, 2025 were reviewed with a motion by Town Commissioner Carozza to approve with a second by Town Commission Vice-President Adkins. Motion was approved.

TOWN TREASURER'S REPORT

Town Commission President McHugh read into the record the General Fund Operating bank balance with a starting balance of \$97,887.82 and ending balance of \$53,675.05. Motion to approve was made by Town Commissioner Miller with a motion to second by Town Commissioner Adkins. Motion carried.

Town Commission President McHugh read into the record the Utility Fund bank balance with a starting balance of \$82,868.61 and an ending balance of \$59,050.84. Motion to approve by Town Commissioner Carozza and seconded by Commissioner O'Brien. Motion carried.

Town Commission President McHugh then read into the record the total bank fund balances and MLGIP investment account. (both attached)

PUBLIC SAFETY REPORTS

Fire/EMS

Tad Farlow, representing the Pittsville Fire Department gave his public safety report. The fire calls YTD have been 222, and EMS calls 385. The car show was a success. Mr. Farlow also reported that bingo is finished for 2025. There will be a vendor craft fair at the Pittsville Fire Department on December 6, 2025, from 10-3. It is hosted by Parkside High School. The new fire truck for Pittsville has been delayed again, due to circumstances beyond the Departments control. Santa Claus will be making the rounds on December 14, 2025, starting at noon. Facebook will have routes, and updates on this. He also gave a reminder to be extra careful regarding fire safety, and Christmas trees. Halloween was a success!

Police

Chief Harris reported on his department's monthly activities to include 214 speed camera violations, with 200 approved. There were two traffic details, including 17 traffic stops. There were 9 citations, and 12 warnings. There was one attempted suicide, as well as some assistance to Fire/EMS. He participated in a two day training course on de-escalation. He reported that the department has some reliability issues with Verizon, so other options are being explored. There was one court appearance. Chief Harris expressed concern about a motorcycle club from Baltimore being present in Pittsville. These are the highlights among his many duties performed.

Code Enforcement

Town Manager, Joe Mangini reported that 5 municipal code violation letters were sent out on ditch maintenance in the Pitts Avenue area, and 1 municipal code violation letter on Zoning. He is working with the Town Engineer Rob Duma, and the Town Attorney Erica Witz regarding the drainage issue in the Sandy Field subdivision. He is also working with the Town Attorney to resolve serious mold issues at one of the apartment complexes.

Erika Lecates gave a detailed report from her training in Garrett County, October 12-14, 2025 for MML Fall Conference. She explained that it was extremely informative, and highly recommends it.

TOWN MANAGER'S REPORT*

*Attached is the Town Manager's monthly activities report.

Chris Gee from Singh Operational Services gave an update on the water plant upgrade progress. He gave verbal information on the different levels in the water, iron etc. The backwash tank was cleaned. He stated that at this point in time all is going well with the upgrade, and forgoing any unseen complications, the completion is still expected by the end of the year.

Public Works Director Dale Monroe gave his update. All is going well; the new street signs have arrived, but had to wait for new bolts for installation. There was some discussion on the need for signage to indicate the new traffic pattern regarding the one way street. He is working out the logistics with Engineer Rob Duma regarding the highway improvements. The backhoe that they are hoping to purchase is still in the works, but he needs to see it in person before a commitment to purchase is made. Regarding winter weather they are ready, having two plows, and 2.56 tons of salt.

TOWN ENGINEER'S REPORT

Linden Carey from DBF gave the engineers report. He stated that the new filter is installed and online, and a second filter/media had to be done also. Things are going well, correcting the media loss that has occurred over time. The 4- hour shut downs on Tuesdays has been going exceptionally well, allowing work to progress nicely. Town Engineer Rob Duma stated that the UV Project at the WWTP is ongoing, probably through the end of the year. Mr. Duma and WWTP Supervisor Sean Triplett met with MDE regarding new permits, they will closely monitor this. Chris Gee from Singh Operational Services also acknowledged, and agreed that the WTP upgrade is going very well. Rob Duma said that they are also working on drainage improvement issues regarding Sandy Field subdivision. Roads should be done in the spring.

OLD BUSINESS

Commission President McHugh motioned to amend the agenda to include an Addendum to the Singh Operational Services Contract. President McHugh motioned to add this to the agenda, and it was seconded by Commissioner Carozza. No objections.

Next were the results of the Town Election held on November 4, 2025 from 12-7pm at the Fire Department. The outcome was:

David Carozza-53 votes

Roland Adkins-43 votes

Michael O'Brien-41 votes

Write-in Ivory Smith -39 votes

Singh Operational Services Agreement Contract was presented for acceptance for a period of 1 year. There will be quarterly reviews of SOS employees, to discuss any issues and concerns. President McHugh asked if there was a motion to accept the addendum. Commission Vice-President Adkins made a motion to accept the addendum as written, and it was seconded by Commissioner Miller. Motion carried. This was followed by Chris Gee from Singh Operational Services giving his monthly report.

NEW BUSINESS

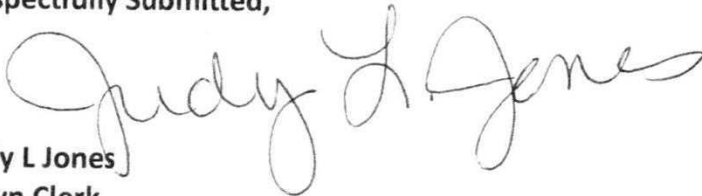
Commission President McHugh stated that there was no new business, unless anyone had a topic that needed discussion. None was presented.

TOWN COMMISSION/COMMITTEE REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS

Commissioner David Carozza brought up water usage concerns during large fires, after Pittsville assisted Berlin for a large fire. He stated that we need to look into how many gallons we can use as a town. Strawberry Festival Sponsors are starting to reach out, so the festival is starting out well. Commissioner Miller brought up the election, and the importance of being engaged as a commissioner in town meetings, and presenting fresh ideas for the betterment of Pittsville.

A motion to adjourn the meeting was made, and carried. Meeting adjourned.

Respectfully Submitted,



Judy L Jones
Town Clerk

The next regular monthly meeting will be on December 15, 2025 commencing at 7:00 pm at Town Hall

APPROVED:

Sean McHugh, President

Roland Adkins, Vice President

Bethany Miller, Town Commissioner

Michael O' Brien Town Commissioner

David Carozza, Town Commissioner

TOWN MANAGER MONTHLY MEETING REPORT
17 Nov 25

LEGISLATION

- There is nothing on the agenda tonight for legislative action except consideration of the addendum extension for SOS!

BOARDS/COMMISSIONS/COMMITTEES APPOINTMENTS

- There are no appointments or re-appointments to consider tonight

CODE ENFORCEMENT

- I have written five (5) municipal code violation letters on ditch maintenance in the Pitts Avenue area, one (1) municipal code violation letter on zoning, working with the Town Engineer, Director of Public Works and Town Attorney regarding the drainage issue at the Sandy Field subdivision which is going to involve the developer who built the subdivision, and been working on resolving serious mold issues at one of the apartment complexes, also working with the Town Attorney on this one.

CITIZEN COMPLAINTS

- None

FINANCE

- We have received the following: \$18,487.50 grant funds from DHCD for the TMCR program reimbursement, \$90,179.51 from the County for our share of the proceeds from the Smith property purchase which reimbursed ourselves, \$9,731.00 grant funds from DNR for reimbursement for the new fence replacement at the park, \$107,678 in grant funds from MDE for reimbursement for work on the WTP PHASE IV UPGRADE, and a total of \$131,939.00 loan funds approved, but not received yet until we go to closing on the MDE loan which should occur by mid-December. Regarding that, a resolution needs to be adopted by the Town Commissioners required by MDE before we can go to closing. Our bond counsel is working with MDE legal representatives on the drafting of the resolution which I have not received yet SO we will need a special meeting to adopt the resolution ONCE I have it in hand. Looking at early December!

PLANNING/ZONING

- The Planning/Zoning Commission did not meet this past month due to no action required. Next scheduled meeting is December 10 at 6:00 pm in Town Hall.
- So far this FY, we have issued 7 building permits with fees received of \$836.81.

ECONOMIC DEVELOPMENT

- The PEDC is scheduled to meet on 19 Nov 25 at 5:30 pm in Town Hall. There will be NO PEDC meeting in December!

PUBLIC WORKS

- The Director of Public Works is here to report on his activities and plans for the future.

WATER/SEWER

- I will let the Town Engineer review the capital improvement projects for water, sewer, roads, and storm water.

PERSONNEL

- Nothing new to report on personnel

COMMUNITY ACTIVITIES

- There has been discussion with the PEDC to entertain ideas on having a farmers market and flea market in Town. I have advised all that these suggestions must be approved by the Town Commissioners

OTHER ITEMS OF INTEREST

- Thursday, 20 November, I will be attending the annual RURAL MARYLAND COUNCIL'S conference in Annapolis to see what this organization can offer us in grant funding for our various projects.
- Thursday, 20 Nov is also the AUTUMN/ FALL bulk pick up day for the town
- Thursday 27 Nov is THANKSGIVING DAY, and Friday, 28 Nov is EMPLOYEE APPRECIATION DAY so Town Offices will be closed.
- Saturday, 29 Nov is JOE MANGINI DAY honoring my 8th year work anniversary with the Town AND also on that day will be the regular trash pick up day due to the THANKSGIVING DAY holiday falling on that Thursday!
- On a special note, a resident of the Town has purchased and donated the CHRISTMAS TREE you see out front. Next month, I would like to invite her to our December meeting for a special recognition.

TOWN OF PITTSVILLE
Fund Balances
As of 14 Nov 25

GENERAL FUND

1) Operating Account: \$242,658.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: 0

3) Highway User Fee Account: \$336,617.00

4) Speed Camera Account: \$12,331.00

5) Reserve Account: \$ 480,387.00

TOTAL: \$ 1,071,993.00

WATER FUND

1) Operating Account; \$84,053.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$ 273,467.00

3) Reserve Account: \$ 12,704.00

TOTAL: \$370,224.00

Water/Loan Debt: (\$362,929.00)

SEWER FUND

1) Operating Account: \$84,053.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$ 731,992.00

3) Reserve Account: \$ 183,765.00

TOTAL: \$ 999,810.00

TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,442,027.00

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP
As of 10 Nov 25

INTEREST RATE: 4.01 % as of 10 Nov 25

INVESTMENT INCOME/FY 26

	Monthly	Year to Date/YTD
General Fund:	\$3,796.76	\$13,809.70
Water Fund:	\$1,139.03	\$4,202.91
Sewer Fund:	\$2,657.74	\$9,666.79
Grand Total:	\$7,593.53	\$27,679.40

Interest Earned Per Month:

July 2025:	\$7,383.34
August 2025:	\$6,004.33
September 2025:	\$6,638.20
1 st Quarter/FY26:	\$20,085.87
October 2025:	\$7,593.53

Total Interest Income since Inception (18 Apr 23): \$256,705.38

Town of Pittsville General Operating Account As of Novver 30, 2025

Date	Name	Memo	Amount	Balance
100 · CASH & EQUIVALENTS				54,464.25
110 · General Fund				54,464.25
128 · FBW - General Operating 1541				54,464.25
11/03/2025	Deposit	Withers/ New Freedom Escrow Pmt	2,500.00	56,964.25
11/03/2025	Deposit	5173	234.00	57,198.25
11/03/2025	Deposit	5176	205.00	57,403.25
11/04/2025	Deposit	5181	456.75	57,860.00
11/05/2025	James Jones	Elections Nov 4	-75.00	57,785.00
11/12/2025	Choptank Electric - G	9912566701	-124.00	57,661.00
11/12/2025	Colonial Life	Inv #5277330-1003735	-140.35	57,520.65
11/12/2025	DPSCS - ITCD	Inv # AB5-10-484	-14.00	57,506.65
11/12/2025	GreatAmerica Financial Svcs.	Inv # 40517547	-60.00	57,446.65
11/12/2025	Inacom Information Systems ...	58872	-423.19	57,023.46
11/12/2025	Joseph A. Mangini Jr	Pay Oct 26- Nov 8	-3,640.00	53,383.46
11/12/2025	Kelly & Associates Insurance ...	December 2025 Health Insurance	-4,310.25	49,073.21
11/12/2025	Lincoln National Life Insuranc...	December 2025 ST/LT/Life Insurance	-349.97	48,723.24
11/12/2025	Mail Movers	Inv # 51089	-738.00	47,985.24
11/12/2025	Mediacom - Town Hall	8384500090090174	-192.89	47,792.35
11/12/2025	Prentice Lyons	Remb. USPS	-12.60	47,779.75
11/12/2025	ShoreScan - G&U	Inv # 10459	-95.00	47,684.75
11/12/2025	Webb, Wilber, Douse, Mather...	Legal	-6,347.65	41,337.10
11/12/2025	Deposit	5192	158.70	41,495.80
11/12/2025	Deposit	5196	100.00	41,595.80
11/13/2025	Deposit	5200	294.60	41,890.40
11/14/2025	Deposit	5198	455.40	42,345.80
11/14/2025	Deposit	5199	715.20	43,061.00
11/18/2025	Deposit	Town's Portion Reimbursement from ...	90,179.51	133,240.51
11/19/2025	Alarm Engineering, Inc -U	AE-Pit100	-460.28	132,780.23
11/19/2025	Bethany Miller	Town Meeting 11/17	-75.00	132,705.23
11/19/2025	David Carozza	Town Meeting 11/17	-75.00	132,630.23
11/19/2025	DP Park 1649	5503 6071 649	-37.81	132,592.42
11/19/2025	Fogle's	Inv # 188284	-310.00	132,282.42
11/19/2025	Gannett Delaware LocaliQ	Inv # 7410091	-601.00	131,681.42
11/19/2025	Maryland State Retirement a...	Study	-11,180.00	120,501.42
11/19/2025	Michael O'Brien	Town Meeting 11/17	-75.00	120,426.42
11/19/2025	Roland Adkins	Town Meeting 11/17	-75.00	120,351.42
11/19/2025	Royal Plus, Inc.	Water Mitigation	-1,496.12	118,855.30
11/19/2025	Sean McHugh	Town Meeting 11/17	-100.00	118,755.30
11/19/2025	Showalter Property Consultants	Mold Inspection / Talbot	-4,300.00	114,455.30
11/19/2025	WEX Bank Valero Fleet Gas	0496-00-633067-4	-128.46	114,326.84
11/21/2025	Deposit	5212	14,594.90	128,921.74
11/24/2025	Town of Pittsville-Payroll	Payroll Fund	-80,000.00	48,921.74
11/24/2025	Deposit	5215	31.84	48,953.58
11/25/2025	Town of Pittsville- G	Transfer	90,000.00	138,953.58
11/25/2025	Alarm Engineering, Inc -U	Inv # 7358915	-230.14	138,723.44
11/25/2025	DP Town Lights 578-G	5501 0728 578	-3,821.12	134,902.32
11/25/2025	Joseph A. Mangini Jr	Pay Nov 9-22	-3,200.00	131,702.32
11/25/2025	Muni-Link, LLC	Inv # 2317	-466.28	131,236.04
11/25/2025	Zuhra Septefrati	Inv # 00025	-600.00	130,636.04
11/25/2025	PNC Bank	Credit Card Pmt 11/25/25	-1,798.41	128,837.63
11/25/2025	Deposit	5218	216.90	129,054.53
Total 128 · FBW - General Operating 1541			74,590.28	129,054.53
Total 110 · General Fund			74,590.28	129,054.53
Total 100 · CASH & EQUIVALENTS			74,590.28	129,054.53
TOTAL			74,590.28	129,054.53

Approved :

X

Sean McHugh
President

X

Roland Adkins
Vice President

X

Bethany Miller
Commissioner

X

Michael O'Brien
Commissioner

X

David Carozza
Commissioner

Town of Pittsville Utility Operating Account As of November 30, 2025

Date	Name	Memo	Amount	Balance
100 - CASH & EQUIVALENTS				58,361.64
120 - Water & Sewer Fund				58,361.64
129 - FBW UTILITY OPERATING ACC 1996				58,361.64
11/03/2025	Deposit	Water Impact Fees / Chase Dykes 11 lots	82,500.00	140,861.64
11/03/2025	Singh Operational Services, Inc	Additional Work / Inv # 30202-2810	-532.00	140,329.64
11/03/2025	Deposit	5164	19,617.69	159,947.33
11/03/2025	Deposit	5165	1,388.65	161,335.98
11/03/2025	Deposit	5171	838.05	162,174.03
11/03/2025	Deposit	5172	270.65	162,444.68
11/03/2025	Deposit	5174	3,899.71	166,344.39
11/03/2025	Deposit	5178	265.55	166,609.94
11/03/2025	Muni-Link	5179	-322.56	166,287.38
11/04/2025	Deposit	5182	528.40	166,815.78
11/04/2025	Muni-Link	5183	-150.00	166,665.78
11/05/2025	Atlantic Pumping Inc -U	Inv # 371281	-1,575.00	165,090.78
11/05/2025	Bruce Lewis	Inv # 908, 909	-900.00	164,190.78
11/05/2025	One Call Concepts Inc - U	0001040	-20.45	164,170.33
11/05/2025	Shorite Controls	Inv # 20749	-990.00	163,180.33
11/06/2025	Deposit	5184	266.15	163,446.48
11/06/2025	Deposit	5185	853.00	164,299.48
11/07/2025	Deposit	5180	4,189.27	168,488.75
11/07/2025	Deposit	5186	542.41	169,031.16
11/07/2025	Deposit	5187	284.45	169,315.61
11/07/2025	Deposit	5188	812.55	170,128.16
11/10/2025	Deposit	5193	939.80	171,067.96
11/12/2025	Coyne Chemical	Inv # 465179	-723.00	170,344.96
11/12/2025	Hawkins, Inc.	Inv # 7248620	-3,165.00	167,179.96
11/12/2025	Kelly & Associates Insurance ...	December 2025 Health Insurance	-583.64	166,596.32
11/12/2025	Lincoln National Life Insuranc...	December 2025 ST/LT/Life Insurance	-340.48	166,255.84
11/12/2025	Water Testing Laboratories of ...	Inv # SAL10480	-174.00	166,081.84
11/12/2025	Deposit	5189	285.65	166,367.49
11/12/2025	Deposit	5191	251.15	166,618.64
11/12/2025	Deposit	5194	533.80	167,152.44
11/12/2025	Deposit	5197	265.45	167,417.89
11/13/2025	Deposit	5201	251.15	167,669.04
11/13/2025	Singh Operational Services, Inc	Inv # 30202-2822 / November 2025 SOS	-15,425.91	152,243.13
11/14/2025	Deposit	5190	10,148.55	162,391.68
11/14/2025	Deposit	5195	781.02	163,172.70
11/14/2025	Deposit	5202	297.05	163,469.75
11/14/2025	Deposit	5203	320.65	163,790.40
11/17/2025	Deposit	5204	281.75	164,072.15
11/17/2025	Deposit	5205	300.65	164,372.80
11/18/2025	Deposit	5207	320.65	164,693.45
11/19/2025	The Farmers Bank of Willards	Loan Pmt	-671.39	164,022.06
11/19/2025	The Hardware Store	Inv # 584348	-201.85	163,820.21
11/19/2025	WEX Bank	0496-00-587961-4	-259.21	163,561.00
11/19/2025	WEX Bank Valero Fleet Gas	0496-00-633067-4	-407.36	163,153.64
11/19/2025	Wicomico County Solid Waste...	3025	-230.88	162,922.76
11/19/2025	Deposit	5208	810.45	163,733.21
11/24/2025	Town of Pittsville-Payroll	Payroll Fund	-70,000.00	93,733.21
11/24/2025	PNC Bank	Credit Card Pmt 11/24/25	-17,213.40	76,519.81
11/25/2025	Deposit	5206	3,910.27	80,430.08
11/25/2025	Deposit	5213	289.55	80,719.63
11/25/2025	Deposit	5221	606.40	81,326.03
11/25/2025	Deposit	5222	285.65	81,611.68
Total 129 - FBW UTILITY OPERATING ACC 1996			23,250.04	81,611.68
Total 120 - Water & Sewer Fund			23,250.04	81,611.68
Total 100 - CASH & EQUIVALENTS			23,250.04	81,611.68
TOTAL			23,250.04	81,611.68

Approved :

X

Sean McHugh
President

X

Roland Adkins
Vice President

X

Bethany Miller
Commissioner

X

Michael O'Brien
Commissioner

X

David Carozza
Commissioner

TOWN OF PITTSVILLE
Fund Balances
As of 10 Dec 25

GENERAL FUND

1) Operating Account: \$311,042.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$35,180

3) Highway User Fee Account: \$330,746.00

4) Speed Camera Account: \$15,558.00

5) Reserve Account: \$ 535,387.00

TOTAL: \$ 1,227,913.00

WATER FUND

1) Operating Account; \$30,225.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$ 273,467.00

3) Reserve Account: \$ 12,704.00

TOTAL: \$316,396.00

Water/Loan Debt: (\$362,929.00)

SEWER FUND

1) Operating Account: \$30,225.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$ 731,992.00

3) Reserve Account: \$ 183,765.00

TOTAL: \$ 945,982.00

TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,490,291.00

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP
As of 8 Dec 25**

INTEREST RATE: 3.93 % as of 8 Dec 25

INVESTMENT INCOME/FY 26

	Monthly	Year to Date/YTD
General Fund:	\$3,537.53	\$17,347.23
Water Fund:	\$1,061.26	\$5,264.17
Sewer Fund:	\$2,476.26	\$12,143.05
Grand Total:	\$7,075.05	\$34,754.45

Interest Earned Per Month:

July 2025: \$7,383.34
August 2025: \$6,004.33
September 2025: \$6,638.20

1st Quarter/FY26: \$20,085.87

October 2025: \$7,593.53
November 2025: \$7,075.05

Total Interest Income since Inception (18 Apr 23): \$263,780.43

**TOWN OF PITTSVILLE
RESOLUTION NO. 2025 - 05**

CONCERNING THE PRIOR APPOINTMENT OF THE TOWN ATTORNEY

A RESOLUTION RATIFYING, CONFIRMING AND APPROVING THE PRIOR APPOINTMENT OF ERICA M. WITZ AS TOWN ATTORNEY FOR THE TOWN AND RECOGNIZING AND AGREEING THAT SHE MAY BE ASSISTED IN THE PROVISION OF LEGAL SERVICES TO THE TOWN BY OTHER MEMBERS OF THE LAW FIRM BY WHICH SHE IS EMPLOYED.

RECITALS

WHEREAS, Town of Pittsville, a municipal corporation of the State of Maryland (the "Town"), is governed by a legislative body known as the "Council" consisting of five (5) Commissioners, and such legislative body is also referred to in certain Sections of the Charter of the Town of Pittsville (the "Charter") as the "Commissioners;" and

WHEREAS, Section PC56 of the Charter provides that the Mayor (which reference should be construed as being to the President of the Commissioners) with the approval of the Council may appoint a Town Attorney and that the Town Attorney shall be a member of the bar of the Maryland Court of Appeals (now known as the Supreme Court of Maryland); and

WHEREAS, Erica M. Witz has been serving as the Town Attorney to the Town since at least January 18, 2022, but no record exists of the appointment by the Council of such Town Attorney; and

WHEREAS, bond counsel to the Town has requested that the Council ratify, confirm and approve the appointment of Ms. Witz to the position of Town Attorney.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Pittsville, that:

SECTION 1. The Recitals to this Resolution are incorporated by reference herein and are deemed a substantive part of this Resolution, and capitalized terms defined in the Recitals to this Resolution and used in the Sections of this Resolution will have the meanings given to such terms in the Recitals hereto.

SECTION 2.

(a) It is hereby recognized that Erica M. Witz has been serving as the Town Attorney for the Town since at least January 18, 2022. The appointment of Erica M. Witz as Town Attorney for the Town is hereby ratified, confirmed and approved, and she continues to serve in such position.

(b) It is hereby further recognized and agreed that Ms. Witz may be assisted in the provision of legal services to the Town by other members of the law firm by which she is employed.

SECTION 3. This Resolution be effective immediately upon its adoption.

THE ABOVE RESOLUTION was duly introduced and adopted at a regular meeting of the Town Council of the Town of Pittsville, Maryland held on the 15th day of December, 2025.

Attest:

Erica M. Witz, Town Attorney

Sean McHugh, President, Town Commissioners

**Roland Adkins, Vice President,
Town Commissioners**

Bethany Miller, Town Commissioner

David Carozza, Town Commissioner

Michael O'Brien, Town Commissioner

Chesapeake Waste Industries

P.O. Box 2695

Salisbury, MD 21802

410-742-0099

service@chesapeakewaste.com

Town of Pittsville
ATTN: Joe Mangini
P.O. Drawer A
Pittsville, MD 21850

11/25/2025

A handwritten signature in black ink, appearing to be 'Joe Mangini', is written over the recipient's address. Below the signature, the date '8 Dec 25' is written in a cursive hand.

Dear Mr. Mangini:

Thank you for taking the time to speak with me last week regarding the upcoming landfill increase. At this time with the Wicomico County Landfill rates increasing from \$78.00 per ton to \$88.00 per ton which is totally out of our control. We regret to have to implement a price increase effective January 1st 2026.

Your new rate will increase \$1.00/unit per month.

We appreciate our loyal customers and look forward to continuing servicing your refuse needs.

Chesapeake Waste Industries, LLC





WICOMICO COUNTY, MARYLAND

PUBLIC WORKS SOLID WASTE DIVISION

6948 BRICK KILN ROAD

SALISBURY, MARYLAND 21801

410-548-4935

FAX: 410-548-4847

Julie M. Giordano
County Executive

Steven S. Lakin
Assistant Director of Administration

Bunky Luffman
Director of Administration

Adam N. Corry, LEHS
Acting Director of Public Works

Wednesday December 3, 2025

Wicomico County Solid Waste Division

Tipping Fee Increase Notice

Effective Thursday January 1, 2026

Per Resolution *No. 72-2025*, adopted by Wicomico County Council on June 2, 2025; WHEREAS, Fiscal Year 26 Budget is increasing THE TIPPING FEE to \$88.00 as of January 1, 2026.

*****Newland Park Landfill Fee Schedule*****

Tipping Fee Increase \$88.00 a ton/min. charge \$10.00

**Commercial Brush Fee Increase \$44.00 a ton/
min. charge \$10.00**

CONTRACT FOR COLLECTION AND DISPOSAL OF WASTE

Between

The Town of Pittsville, Maryland and Chesapeake Waste Industries, LLC

This Contract made this July 1, 2025, between the Town of Pittsville, Maryland a body politic and corporate of the State of Maryland (hereinafter called "Pittsville", and CHESAPEAKE WASTE INDUSTRIES, LLC, 400-410 W. Railroad Avenue, P.O. Box 2695, Salisbury, Maryland 21802-2695 (hereinafter called "Chesapeake"),

WITNESSETH:

WHEREAS, Pittsville desires to provide its citizens with household waste removal once a week from households within the corporate limits of the Town of Pittsville, Maryland; and

WHEREAS, Chesapeake desires to perform the trash removal service to Pittsville; and

WHEREAS, in response to invitations for proposals by Pittsville, Chesapeake submitted its proposal which is dated April 2, 2025, and is filed with the Clerk of The Town; and

NOW, THEREFORE, in consideration of the premises and promises, terms and conditions hereinafter set forth, the parties agree as follows:

1. The term "Proposal" as used herein refers to the Proposal made and submitted by Chesapeake, which is dated April 2, 2025, and which is filed with the Clerk of Pittsville, as amended or modified or supplemented herein. The proposal is a general guideline for the collection and hauling of all garbage collected from public and private customers located within the corporate limits of Pittsville. Such Proposal is amended and superseded by specific terms of the Agreement.

2. Chesapeake shall collect and haul over the streets and roadways of Pittsville all garbage collected from all residential units Town Water Treatment Plant/Town Hall, Police Station and the commercial container at the Town Wastewater Treatment Plant located within the corporate limits of Pittsville. Collection of refuse shall be picked up at the curb, or end of driveway All garbage and refuse collected within the Town shall be disposed of by Chesapeake. The cost of the disposal is included in the contract price. Pittsville shall not furnish the site nor make any contractual arrangements for the disposal of the refuse. **Chesapeake will also provide yearly service for two (2) bulk pick up days in April and November as scheduled by Pittsville at no further charge.** Chesapeake shall furnish additional/replacement containers as requested by the Town.

3. Each of Chesapeake's employees shall, at all times, have and carry a valid Maryland Operator's License for the type of vehicle he or she is driving. Chesapeake shall provide all labor, equipment, tools, maintenance, and all other expenses relative to the operation of the garbage and refuse pickup and disposal service.

4. All work performed by Chesapeake, its subcontractors, or any of their agents or employees, in connection with the contract, shall comply with City, County, and State health and safety regulations, as applicable, within the corporate boundaries of Pittsville.

5. No officer, member or employee of The Town and no member of its governmental body, and no other public official of the governing body of the localities in which the contract is situated or being carried out who exercises any functions or responsibility in the review or approval of the undertaking or carrying out of this contract, shall participate in any decision relating to this contract which affects his/her personal interest or have any personal or pecuniary interest, direct or indirect, in this contract or its proceeds.

6. This agreement shall be for a three (3) year term beginning July 1, 2025, and ending June 30, 2028. It is understood by Chesapeake that Chesapeake shall have no further rights to provide said garbage collection and/or receive compensation therefore beyond June 30, 2028, unless Chesapeake's services are retained for an additional contractual period. For the 2025-2028 fiscal years, Chesapeake shall render the aforesaid services to Pittsville for an annual price of ninety-four thousand eight hundred ninety-six dollars (\$94,896.00) in monthly installments of seven thousand nine hundred and eight dollars (\$7,908.00) for the three year period as stated in the proposal. ~~It is understood and acknowledged by Chesapeake that the condition upon which its proposal was accepted was the fact that Chesapeake contractual price was a quoted "locked-in" price.~~ The aforesaid monthly rates shall be paid on or before the last day of the month, for which the services are rendered, with the first payment to be made on or about the last day of July, 2025.

7. Nothing contained in this Agreement shall prevent any person, firm or corporation from personally disposing of its own trash, garbage or refuse so long as any such individual, firm or corporation shall dispose of its own trash, garbage or refuse in a legal and lawful manner and in compliance with the laws, rules and regulations of the State of Maryland Health Department.

8. Chesapeake expressly contracts, stipulates and agrees that Chesapeake is an independent contractor responsible for the purchase, maintenance and servicing of its equipment; that Chesapeake shall obtain and maintain its own equipment, landfills, and other necessary facilities for the collection and disposal of trash and garbage, and at its own expense and in conformity with the sanitation and health requirements of the

State of Maryland Health Department and other laws of the State of Maryland in regard to performance under and pursuant to this Agreement.

9. The area to be served under this contract is the entire incorporated area of the Town of Pittsville, the estimated residences to be served are approximately six hundred (600). Each residential unit to be provided with one (1) acceptable waste disposable receptacle as stated in the Town's "Request for Proposal".

10. Chesapeake shall provide and include with the contract: (1) automobile insurance coverage with limits of \$1,000,000.00 per occurrence, combined single limit; and occurrence, combined single limit. Furthermore, Chesapeake shall name The Town of Pittsville as an additional named insured on the policy.

11. Before beginning work, Chesapeake shall furnish to The Town of Pittsville satisfactory proof that it has taken out, for the period covered under this contract, full workers' compensation coverage for all persons whom it may employ directly, or through subcontractors, in carrying out the work contemplated under this contract, and shall hold the Town of Pittsville free and harmless from all personal injuries of all persons whom Chesapeake may employ directly or through subcontractors.

12. Chesapeake and any subcontractor shall withhold all income taxes due or payable under the provisions of the laws of The Town of Pittsville, State of Maryland, or Federal government for wages, salaries, and commissions paid to its employees, and further agrees that Chesapeake and any subcontractor shall pay all income tax due on profits owed by the business under provisions of Town, County, State or Federal law.

13. The failure of either party to this contract to insist upon the performance of any of the terms and conditions of the contract, or the waiver of any breach of the terms and conditions of the contract, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no forbearance or waiver had occurred.

14. The performance of the contract may be suspended and the obligation thereunder excused, in the event during the period that such performances are prevented by a cause or causes beyond the control of Chesapeake or Pittsville. Such causes shall include Acts of God, acts of war, riot, fire, explosion, accident or sabotage; or an unconditional prohibition of the performance of the services by Chesapeake or Pittsville as a result of judicial order, administrative or governmental laws, regulations, rules, requirements, orders, or actions; or national defense requirements; labor strike, lockout, or injunction.

15. "Town" means the area within the corporate boundaries of the Town of Pittsville. Prior to departure each day of service from the Town of Pittsville Chesapeake will contact Pittsville Town Staff for any missed residential units

16. Chesapeake shall not start collection of waste within the corporate limits of

Pittsville prior to 6:00 a.m.

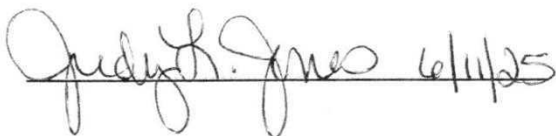
17. Residents may use their own container (including bags). Chesapeake will arrange pick-up of missed containers or bags as soon as possible, within thirty-six hours.

18. Pittsville shall have the right to terminate this contract, upon thirty-day written notice to Chesapeake for substantial non-performance. Substantial non-performance shall be determined by the Town of Pittsville.

IN WITNESS WHEREOF, the parties have, in duplicate original, hereto signed and sealed this contract by the respective parties authorized to-execute same, the day and year first above written.

ATTEST:

THE TOWN OF PITTSVILLE


_____ 6/11/25


_____ 6/11/25

ATTEST:

CHESAPEAKE WASTE IND., LLC