

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

June 29, 2026

7:00 PM

AGENDA

- 1) Call to Order
 - Pledge of Allegiance
- 2) Approval of the Minutes of May 18, 2026 and Public Hearings/Work Session of June 15, 2026
- 3) Town Treasurer's Report of Balances of General and Utility Accounts
- 4) Department of Public Safety
 - a.) Fire/EMS Report
 - b.) Police Report
 - c.) Code Enforcement Report
- 5) Department of Public Administration
 - a) Town Manager's Report
 - b) Department of Public Works
 - c) Department of Public Utilities
- 6) Town Engineer Report – Robert Duma
- 7) Old Business
 - Consideration of Ordinance #2026-01 “An Ordinance of the Town of Pittsville to Adopt the FY 27 Municipal Operating Budget Commencing on July 1, 2026 and Ending on June 30, 2027/**ADOPTION**
- 8) New Business
 - Consideration of Resolution #2026-07 “ A Resolution of the Town Commissioners of Pittsville Authorizing the Submission of a Grant to Participate in the Town Manager/Circuit Rider Program/**ADOPTION**
 - Consideration of Resolution #2026-09 “ A Resolution of the President and Commissioners of Pittsville to Adopt the FY 27 Municipal Fee Schedule”/**ADOPTION**
 - Requested Letter of Support from the Recovery Resource Center
 - WWTP/Cemetery Survey/Consideration to Record
- 9) Town Commission/Committee Reports and Commissioner/Public Comments

10) 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- July 2, 2026

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
May 18, 2026

The Town Meeting for May 18, 2026 was called to order by Town Commission President Sean McHugh at 7:00 pm. In attendance were Town Commission Vice-President Roland Adkins as well as Commissioners, Michael O'Brien, David Carozza and Bethany Miller. Also in attendance were Town Manager Joe Mangini, Town Attorney Erica Witz, Chief of Police Robert Harris, and Town Engineer Rob Duma. The Director of Public Works, Dale Monroe, was also in attendance. The Pledge of Allegiance was recited by all.

MINUTES

The minutes of the town meeting held on April 20, 2026 were reviewed, with a motion by Commission Vice-President Adkins to approve and a second by Commissioner Carozza. 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 \$55,459.41 and ending balance of \$119,428.30. Motion to approve by Commissioner Carozza, with a second by Commissioner O'Brien. Motion carried. General Operating account was approved.

Town Commission President McHugh then read into the record the Utility Operating Account balance with a starting balance of \$160,157.69 and an ending balance of \$127,065.37. Motion to approve by Commissioner Carozza and seconded by Commissioner O'Brien. Motion carried. Town Commission President McHugh also read into the record the total bank fund balances and MLGIP investment account. (both attached)

PUBLIC SAFETY REPORTS

Fire/EMS

Tad Farlow gave the public safety report. Fire calls are at 105, year to date, and 210 calls for EMS services. He stated that the fire truck that is now in production, is estimated to be in service in July. There is still extensive wiring to be done. There is some EMT overnight, with adjustments to improve service underway, with housing in process to expedite response time. Pittsville fire department will be helping at the Strawberry Festival. Commission Vice -President Adkins stated

that the Annual Fireman's Convention will start on Saturday June 20,2026. The event venue this year will be Berlin; the parade will be at 2:00 pm on that day. After the parade, there will be a kick-off party at Ocean Downs.

Police

Chief Harris gave his report, which included 2 abandoned vehicles, 3 EMS assists, 1 animal complaint, a first degree assault, with a possible arrest pending. There has been a disorderly subject, as well as a suicidal subject. There was one found property, as well as an accident destroying a fire hydrant. There was a fourth degree burglary that, resulting in 2 juvenile referrals. Chief Harris participated in Traffic Incident Management training. The police website has been launched-it is Police.Pittsvillemd.gov, giving access to push notifications, with a QR code for easy access. There were 95 traffic camera citations this month.

Code Enforcement

Town Manager Mangini reported that he has revoked Rental Housing licenses for two units in one of the local apartment complexes for non-compliance with mold remediation. We will be scheduling an inspection to see what has been done. The property on Railroad Avenue was cut by Public Works; the resident had been given proper written notification. The resident will now be responsible for the fines, and cost incurred resulting from non-compliance. The Town Manager plans to make a change in the time frame of how notifications are done, increasing efficiency, and execution of compliance. This will comply with the Nuisance Ordinance. A letter has been sent to a resident regarding the trash in their front yard, with neighbors making complaints. So far there has been no response from the resident.

PUBLIC WORKS

Public Works Director Dale Monroe reported that all of the road projects are done, and turned out well. The ditches are currently being worked on, and the pump station redone. He stated that he attended the Maryland Rural Water Convention, making connections that may be positive for the town. There was discussion of the above subjects, completing the Public Works report. Singh Operational Services did not have a representative at the meeting, but provided a Water Treatment plant report with a flow, and chemistry breakdown.

TOWN MANAGER'S REPORT*

The Town Manager's Report is attached Highlights Include-

Introduction of Ordinance #2026-01 " An Ordinance of the Town of Pittsville to Adopt the Fiscal Year 2027 Municipal Operating Budget Commencing July 1, 2026 and ending June 30, 2027/Introduction".

Consideration of Appointment Abigail Patricia Thomas to the Pittsville Economic Development Commission.

TOWN ENGINEER'S REPORT

Town Engineer Rob Duma reported that the Water Treatment Plant Upgrade Phase IV has a final walk-through, and meeting here at Town Hall on Wednesday May 20, 2026 at 1:00 pm. The Roadway Improvement Project has been completed. The USDA has finally approved the study for pre-engineering for the WWTP. The new water meters are ordered, and installation will start when they arrive. The Aydelotte Ditch meeting was on May 12, 2026, which included contacting the county. It was a very collaborative meeting, with President McHugh instructing them to contact the Town if there is building or other debris in the ditches, so that the issue gets addressed.

OLD BUSINESS

Commission President McHugh announced that there was no old business, but did revisit the need to purchase a new vehicle for the Superintendent of the Wastewater Treatment Plant, Sean Triplett. Mr. Triplett provided a second estimate on a proposed vehicle that could be outfitted for the work at the WWTP. Commissioner Carozza made a motion to allow the purchase up to \$46,000.00 through State Bid, to allow for the work truck, and the outfitting of equipment, lights and lettering needed to put it into service. Vice-President Adkins made a motion to approve the purchase. Motion was carried.

NEW BUSINESS

Commission President McHugh brought up for consideration the appointment of Abigail Thomas for a five year term to the Economic Development Commission. Commissioner Carozza voted to approve Abigail Thomas to the EDC, and was seconded by Vice-President Adkins. The next item was Consideration of Ordinance #2026-01, "An Ordinance of the Town of Pittsville to Adopt the Fiscal Year 2027 Municipal Operating Budget Commencing July 1, 2026 and ending June 30, 2027.

The items in the new budget were discussed, and explained, including the entrance into the State Retirement plan, which requires a buy in to cover the employees' years of service. It can be paid in a lump sum, or over 25 years. The lump sum was recommended by Town Manager Mangini to save a large amount of interest. Various items on the proposed budget were discussed, and concerns addressed, including the implementation of a \$25.00 late fee for our utilities.

There will be a "Public Hearing" on June 15, 2026 at Town Hall at 7:00 p.m. to discuss tax rates and the budget with a work session to follow. The regular "Town Meeting" will be moved to June 29, 2026 at 7:00 p.m.

TOWN COMMISSION/COMMITTEE REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS

Commissioner Carozza gave an update on the Strawberry Festival, and the current progress, and where we stand with the events, and vendors. All is going well with the event.

Vice-President Adkins made a motion to adjourn; it was seconded by Commissioner Carozza. Meeting was adjourned.

TOWN OF PITTSVILLE
Town Commissioners Town Meeting Minutes
May 18, 2026

Respectfully Submitted,


JUDY L. JONES
Town Clerk

The next regular monthly meeting will be on June 29, 2026 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 OF PITTSVILLE
Public Hearing Minutes
June 15, 2026

The Public Hearing to address the "Proposed Real Property Tax" was called to order on June 15, 2026 was called to order by Town Commission President Sean McHugh at 7:00 pm. In attendance were Town Commission Vice-President Roland Adkins as well as Commissioners, Michael O'Brien, David Carozza and Bethany Miller. Also in attendance were Town Manager Joe Mangini, Town Attorney Erica Witz, Chief of Police Robert Harris. Town Treasurer Ana Ketterman, as well as the Town Clerk, Judy Jones were also in attendance.

PUBLIC HEARING DISCUSSION ON REAL PROPERTY TAX INCREASE

The tax increase was discussed, town Resident Dale Littleton asked if there is a funding shortage in the Town causing a rate increase in taxes. Town Manager Mangini assured him that the Town has more than adequate funds; the reason for an increase is that the Town is going into the State of Maryland retirement plan, and that the Town will need to buy in for the years worked for each employee. This could be paid over twenty-five years, but would cost the Town an additional \$125,000.00 in interest. The Real Property Tax increase would be a four year phased in increase, ending in FY 30 for \$.40. This would also build funds for repairs on the WTP, and the WWTP, since grants are not as plentiful as they used to be. It would also secure monies for roadway improvement, including repairs, sidewalks, and any transportation related costs. The current Governor has proposed removing the Highway User fees that the Town receives to help balance the state budget.

The second reason for the increase is looking forward to when the Town Manager retires in 2030 and the extra cost that the Town will incur. Town Manager Mangini does not take benefits, and is largely paid through a grant. In addition to a Town Manager, there may be a need to pay for a Grants writer, and a Code Enforcement Officer.

There was some additional discussion, and when all queries were answered, Commission President McHugh made a motion to close public discussion on the Tax increase, and was seconded by Vice-President Adkins. All were in favor, and discussion closed at 7:13 p.m.

PUBLIC HEARING DISCUSSION ON "FY 27 TOWN BUDGET"

Town Commission President McHugh opened the Budget proposal presentation hearing at 7:15 p.m. He then turned the floor over to Town Manager Mangini, stating that previous to the public hearing he had reviewed the proposed budget with Town Manager Mangini.

Town Manager Mangini went over the proposed incremental rise in Real Property Taxes, stating that on the lower shore, even with the proposed increase, we still have the second lowest tax rate; with only Mardela Springs being lower. The Stormwater management fee is proposed to

went over the entrance costs to the MD Retirement fund. He also recommended a 5% increase for the employees of the Town to help offset the 7% contribution required by the State of Maryland for retirement participants. He proposed an expense line item increase for the Town Manager from \$95,000.00 to \$100,000.00. He is also putting in for a \$60,000.00 grant for the Town Manager/Circuit Rider Program.

There is an automatic 10% rate increase in the water usage rate only, as required by MDE to pay off the loan received by them for roughly \$900,000.00, with about \$450,000.00 needing repayment, the rest will fall into loan forgiveness. There is a recommendation to institute a \$25.00 late fee, for utility bills not paid by the due date. If approved, details will be worked out accordingly. Town Manager Mangini also explained that we will be installing water meters that have already been purchased, and a rate study will need to be done to ensure that everyone is paying a fair rate. There are currently no increases on the sewer rates, we have a line of credit with Farmer's Bank of Willards for maintenance and repairs until such a time as the new plant can be built. He also explained that with every penny on the tax rate that the Town receives, it will generate \$12,775.00 in revenue. He said that our surplus fund is in excellent condition. He broke down the different balances for each category, as well as having provided written documentation for the commission and public information.

There was some spirited conversation, and questions by various residents, which were addressed by the Commissioners and Town Manager. Water issue complaints were also addressed. Commission President McHugh gave a detailed explanation about the high iron content of the water in Pittsville and the Eastern Shore as a whole, and how many issues should be resolved/improved by the Water Treatment Plant Upgrade. He explained that as you go deeper the water gets clearer, and that a deeper well sometime in the future would alleviate some of this.

There was a lengthy discussion about the Police budget, and why certain amounts appeared in certain categories, and whether there were any duplications of costs. Budget increases from FY 25 were brought up, and explanations given to the resident questioning them. Employee increases were also the subject of discussion, and how to allocate them, a percentage raise, or a flat rate amount per employee. There was discussion about a step and grade system, and the feasibility with the small number of employees that the Town has. Different ideas were shared, and the pros and cons were addressed. The cost of ammunition, and police salaries in regards to the need to hire another officer for Pittsville were also the topic of a lengthy discussion. President McHugh called for order, and asked if there were any further question regarding the budget. Commission President McHugh announced that the Budget Work Session would follow after a short break, and that residents were welcome to stay , but that it would be closed for public comment. There was no further discussion. Commission Vice-President Adkins moved to adjourn the Public Hearing, and Commissioner O'Brien seconded the motion. The motion was carried unanimously.

TOWN COMMISSIONERS' FY 27 BUDGET WORK SESSION

The Town Commissioners work session was opened at 8:28 p.m. by Commission President McHugh. Town Manager Mangini did announce that the State of Maryland would have to be apprised as to the Town's decision regarding the tax rate increase by June 17, 2026, so a

decision would need to be made before that time. The first discussion was the Police Budget with Chief Harris. Pittsville needs to hire another officer, however with Pittsville's allowable budget for this position, other departments having higher pay scales make it hard to be competitive. Chief Harris said that if he could offer \$73,000.00 instead of \$71,000.00, he might be successful in hiring an officer that is interested. There was some discussion about the need to hire a qualified candidate with a competitive salary. He already has a possible candidate with interest, if pay and benefits are amenable. Commission President McHugh suggested that Chief Harris get an exact pay number up to \$74,000.00. Chief Harris will follow up, after discussion with the candidate regarding pay, benefits, and paternity leave, as his wife is expecting. Police Chief Harris answered any questions about items on his budget presented by the Commissioners. The Chief was excused from the work session.

The next item discussed was Public Safety, with the Impact Fees that the Fire Department will be receiving from the Town. Commissioner O'Brien suggest that the projected amount for the Fire Department and EMS go from \$17,000.00 to \$20,000.00 for each. There was discussion about various subjects regarding the Fire Department and Ambulance services.

The proposed salary increases were discussed. Vice-President Adkins went down the proposed budget, asking if there were any objections to each item that he named from the budget. The Commissioners were good with the pay increase of 5%. Vice-President Adkins continued to lead discussion about budget items, including the proposed \$25.00 late fee. There were no objections. They then returned to the subject of raising the Fire Department and EMS line items to \$20,000.00 from the current \$17,000.00. Various items were discussed by the Commissioners, and Town Manager, with financial questions answered by the Town Treasurer, Ana Ketterman.

A motion to close the Budget Work Session was made by Commissioner Carozza, and seconded and approved. The Town Commission then went into closed session with the Town Attorney Erica Witz. The subject was contractual matters, with the details privileged. Commission President Sean McHugh made a motion to close the meeting at 9:27 p.m., this was seconded by Commission Vice-President Roland Adkins. The Commission then went back into open work session. Vice-President Adkins motioned to adjourn, Commissioner Miller seconded the motion. The meeting was adjourned.

TOWN OF PITTSVILLE
Town Commissioners Town Public Hearing Minutes And
Town Commissioners FY 27 Budget Work Session
June 15, 2026

Respectfully Submitted,

JUDY L. JONES
Town Clerk



APPROVED:

Sean McHugh, President

Roland Adkins, Vice President

Bethany Miller, Town Commissioner

Michael O'Brien, Town Commissioner

David Carozza, Town Commissioner

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)
with Instructions

Instructions to presiding officer: To meet in a closed session under the Act, the public body must first meet in open session, after providing proper notice. Make sure that the open session is attended by a member designated to receive open meetings training. If a designated member cannot attend, complete the Compliance Checklist.¹ If the public body has never designated a member for training, it must do so **before closing the session**.

Before closing the session, take two steps: (1) conduct a recorded vote on a motion to close; and (2) make a written "closing" statement. If the public body might return to open session afterwards, be sure to tell the public that. During the closed session, keep the discussion topics within the confines of the closing statement. After the closed session, the events of the closed session must be disclosed in the next open-session minutes.

The top part of this form is a model closing statement. **It has two sides.** Before closing the open session, complete items **1 through 4** on this form or in any writing with the same information. If someone pre-prepared the form for you, make sure it reflects the public body's own intended topics and reasons for closing the meeting. A member of the public may inspect the closing statement at the time of the closing and may object to the decision to close the meeting. Once the meeting is closed, the closing statement sets the agenda and may not be changed.

The bottom part of the form is a worksheet that provides a checklist of the disclosures that must be made in the next open-session minutes. The worksheet is not part of the closing statement.

1. Recorded vote to close the meeting: Date: 6/15/2026; Time: 9:27; Location: Pittsville Town Hall;
Motion to close meeting made by: Sean McHugh; Seconded by Roland Adkins;
Members in favor: All; Opposed: None;
Abstaining: —; Absent: —

2. Statutory authority to close session (check all provisions that apply):

This meeting will only be closed under the provision or provisions checked below, all from General Provisions Art. § 3-305(b):

- (1) "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) "To consider the investment of public funds"; (6) "To consider the marketing of public securities"; (7) "To consult with counsel to obtain legal advice"; (8) "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) "To prepare, administer, or grade a scholastic, licensing, or qualifying

¹ http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Openmeetings/COMPLIANCE_CHECKLIST%20.pdf

examination"; (12) "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13) "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process"; (15) "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to" (i) "security assessments or deployments relating to information resources technology"; (ii) "network security information," such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) "deployments or implementation of security personnel, critical infrastructure, or security devices."

3. For each provision checked above, the corresponding topic to be discussed and the public body's reason for discussing that topic in closed session, in as much detail as possible without disclosing the information that may be discussed behind closed doors:

Citation (insert # from above)	Topic <i>We expect to discuss these matters:</i>	Reason for closed-session discussion of topic - <i>We are closing the meeting to discuss this topic because:</i>
§ 3-305(b) <input checked="" type="checkbox"/>	Contractual matters	Discussion is privileged
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		

4. This statement is made by Sean McHugh, Presiding Officer.

WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN SESSION (§ 3-306)(c)(2) or § 3-104

For meetings closed under an exception, as disclosed above:

Time of closed session: 9:27-9:50 Place: Pittsville Town Hall

Purpose(s): Discuss privileged contractual matters

Members who voted to meet in closed session: All

Persons attending closed session: Town Commissioners, Town Treasurer Ana Kotterman, Town Manager Joe Mangini, Town Attorney Erica Witz

Authority under § 3-305 for the closed session (see chart above): 3-05(b)(7)

Topics actually discussed: Contractual matters

Each action Taken: None taken

Town of Pittsville
General Operating Account
As of May 31, 2026

Date	Name	Memo	Amount	Balance
100 · CASH & EQUIVALENTS				119,428.30
110 · General Fund				119,428.30
128 · FBW - General Operating 1541				119,428.30
05/04/2026	Deposit	Farmers Bank Donation/ 2026 Strawb...	500.00	119,928.30
05/04/2026	Deposit	5524	200.00	120,128.30
05/04/2026	Deposit	5526	3,079.36	123,207.66
05/05/2026	Bennett Termite & Pest Soluti...	Inv # 920258	-94.40	123,113.26
05/05/2026	Fogle's	Inv # 195217	-212.00	122,901.26
05/05/2026	Gannett Delaware LocaliQ	Inv # 7694044	-168.50	122,732.76
05/05/2026	Lisa Tubbs	Inv # 1081	-200.00	122,532.76
05/05/2026	Mediacom - Police	Bill 04/27/26-05/26/26	-499.99	122,032.77
05/05/2026	Pye-Barker Fire & Safety	Inv # 8222824	-241.65	121,791.12
05/05/2026	Quadient, Inc	Inv # 62878917	-72.00	121,719.12
05/05/2026	Simple Computing LLC	Inv # 1144,1145,1146	-709.00	121,010.12
05/05/2026	Lincoln National Life Insuranc...	2 months of premium ST/LT/Life Insur...	-1,380.90	119,629.22
05/05/2026	Deposit	5521	417.66	120,046.88
05/07/2026	Valero Marketing & Supply C...	Fuel / Police/ Inv # 111908498	-213.20	119,833.68
05/07/2026	Deposit	2026 McGee Fence Business License	25.00	119,858.68
05/07/2026	Deposit	5537	1,000.00	120,858.68
05/07/2026	Deposit	5540	75.00	120,933.68
05/08/2026	Deposit	5538	650.00	121,583.68
05/13/2026	Colonial Life	Inv #5277330-0403469	-112.28	121,471.40
05/13/2026	Inacom Information Systems ...	58872	-448.76	121,022.64
05/13/2026	Joseph A. Mangini Jr	Pay Apr26-May9	-3,920.00	117,102.64
05/13/2026	Kelly & Associates Insurance ...	June 2026 Health Insurance-G	-3,127.52	113,975.12
05/13/2026	Mediacom - Town Hall	8384500090090174	-229.95	113,745.17
05/13/2026	ShoreScan - G&U	Inv # 10925	-95.00	113,650.17
05/13/2026	Simple Computing LLC	Inv # 1147,1148	-2,914.00	110,736.17
05/13/2026	David Carozza	Aydelotte Ditch Meeting 5/12/26	-25.00	110,711.17
05/13/2026	Michael O'Brien	Aydelotte Ditch Meeting 5/12/26	-25.00	110,686.17
05/13/2026	Deposit	2026 Strawberry Festival Pmts 5/13/26	475.00	111,161.17
05/13/2026	Deposit	5532	1,407.68	112,568.85
05/13/2026	Deposit	Business License	25.00	112,593.85
05/15/2026	Deposit	Plaza Tapatia Sponsor Donation / 20...	500.00	113,093.85
05/15/2026	Deposit	FY 26 Workers Comp Reimbursement	2,296.00	115,389.85
05/19/2026	Choptank Electric - G	9912566701	-70.00	115,319.85
05/19/2026	Davis, Bowen & Fridel Inc	2025 Roadway Improvement Project /...	-2,229.41	113,090.44
05/19/2026	DPSCS - ITCD	Inv # AB6-04-484	-14.00	113,076.44
05/19/2026	GreatAmerica Financial Svcs.	Inv # 41922481	-146.00	112,930.44
05/19/2026	David Carozza	5/18/26 Town Meeting	-75.00	112,855.44
05/19/2026	Michael O'Brien	5/18/26 Town Meeting	-75.00	112,780.44
05/19/2026	Roland Adkins	5/18/26 Town Meeting	-75.00	112,705.44
05/19/2026	Deposit	Transfer from MLGIP to pay for the ro...	218,541.00	331,246.44
05/20/2026	Mike Houck Construction, LLC	2025 Roadway Project / Inv # 9964	-218,541.00	112,705.44
05/22/2026	Deposit	5548	46.50	112,751.94
05/22/2026	Deposit	5551	563.30	113,315.24
05/26/2026	ABC Printers Inc	Inv # 66879	-880.00	112,435.24
05/26/2026	Zuhra Septefrati	Inv # 00031	-600.00	111,835.24
05/26/2026	Mediacom - Police	Bill 05/27/26-06/26/26	-499.99	111,335.25
05/26/2026	Pye-Barker Fire & Safety	Inv # 8415688	-241.65	111,093.60
05/26/2026	Joseph A. Mangini Jr	Pay 05/10-05/23	-3,840.00	107,253.60
05/27/2026	PNC Bank	Credit Card Pmt 5/27/26	-3,967.37	103,286.23
05/27/2026	DP Park 1649	Park Electric	-36.31	103,249.92
05/29/2026	Town of Pittsville- G	Transfer to general account	76,000.00	179,249.92
Total 128 · FBW - General Operating 1541			59,821.62	179,249.92
Total 110 · General Fund			59,821.62	179,249.92
Total 100 · CASH & EQUIVALENTS			59,821.62	179,249.92
TOTAL			59,821.62	179,249.92

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 May 31, 2026

Date	Name	Memo	Amount	Balance
100 · CASH & EQUIVALENTS				390,643.94
120 · Water & Sewer Fund				390,643.94
129 · FBW UTILITY OPERATING ACC 1996				390,643.94
05/01/2026	Deposit	5514	1,686.85	392,330.79
05/01/2026	Deposit	5516	1,358.25	393,689.04
05/04/2026	Deposit	5503	34,041.84	427,730.88
05/04/2026	Deposit	5504	2,227.98	429,958.86
05/04/2026	Deposit	5517	559.00	430,517.86
05/04/2026	Deposit	5518	257.15	430,775.01
05/04/2026	Deposit	5519	1,729.10	432,504.11
05/05/2026	Bruce Lewis	Inv # 913	-450.00	432,054.11
05/05/2026	U.F.U., Inc.	Fire Hydrant Repair / 34959 Old Oc / Inv # 2...	-1,840.00	430,214.11
05/05/2026	Deposit	5520	523.90	430,738.01
05/05/2026	Deposit	5529	649.60	431,387.61
05/06/2026	Deposit	5527	577.30	431,964.91
05/06/2026	Deposit	5531	611.80	432,576.71
05/07/2026	Valero Marketing & Supply Co...	Fuel / WTP/ Inv # 111908498	-674.35	431,902.36
05/07/2026	Royal Farms	Fuel / WTP/ Inv # 111908498	-361.45	431,540.91
05/07/2026	Singh Operational Services, Inc	May 2026 SOS Operations/ Inv # 30202-3335	-15,425.91	416,115.00
05/07/2026	Deposit	5530	784.72	416,899.72
05/07/2026	Deposit	5533	254.15	417,153.87
05/07/2026	Deposit	5535	6,500.00	423,653.87
05/07/2026	Deposit	Car Accident/ Fire Hydrant Repairs/ Reimb. ...	1,950.00	425,603.87
05/08/2026	Deposit	5541	271.55	425,875.42
05/08/2026	Deposit	Car Accident/ Fire Hydrant Repairs/ Reimb. ...	1,950.00	427,825.42
05/11/2026	Deposit	5542	747.37	428,572.79
05/11/2026	Deposit	5543	264.65	428,837.44
05/12/2026	Deposit	5545	267.57	429,105.01
05/13/2026	Chesapeake Employers Insur...	Workers Comp	-1,534.00	427,571.01
05/13/2026	Kelly & Associates Insurance ...	June 2026 Health Insurance-U	-1,766.37	425,804.64
05/13/2026	The Farmers Bank of Willards	SI-706-6452	-2,966.56	422,838.08
05/13/2026	Water Testing Laboratories of ...	Lab Testing	-844.00	421,994.08
05/13/2026	Deposit	5522	1,155.75	423,149.83
05/13/2026	Deposit	5528	13,013.08	436,162.91
05/13/2026	Deposit	5544	278.15	436,441.06
05/13/2026	Deposit	5546	539.86	436,980.92
05/13/2026	Deposit	5547	270.65	437,251.57
05/14/2026	Deposit	5550	329.15	437,580.72
05/15/2026	Deposit	5549	266.15	437,846.87
05/15/2026	Deposit	5553	309.02	438,155.89
05/15/2026	Deposit	Car Accident/ Fire Hydrant Repairs/ Reimb. ...	1,950.00	440,105.89
05/18/2026	Deposit	5554	397.00	440,502.89
05/19/2026	Davis, Bowen & Fridel Inc	Engineering	-5,915.14	434,587.75
05/19/2026	Muni-Link, LLC	June 2026 / Inv # 5295	-466.28	434,121.47
05/19/2026	One Call Concepts Inc - U	0001040	-16.50	434,104.97
05/19/2026	The Hardware Store	Inv # 605551	-106.97	433,998.00
05/19/2026	Wicomico County Solid Waste...	3025	-495.44	433,502.56
05/19/2026	Town of Pittsville - Transfer	Transfer from MLGIP to pay for the road / 2...	-218,541.00	214,961.56
05/19/2026	Deposit	5555	44.35	215,005.91
05/21/2026	Deposit	5558	270.65	215,276.56
05/22/2026	Deposit	5552	1,158.90	216,435.46
05/22/2026	Deposit	5556	285.65	216,721.11
05/22/2026	Deposit	5559	285.65	217,006.76
05/22/2026	Deposit	5560	284.45	217,291.21
05/22/2026	Deposit	5561	611.50	217,902.71
05/26/2026	Dennis Sales & Service Inc	Inv # 26-5730	-1,970.00	215,932.71
05/26/2026	Hawkins, Inc.	Inv # 7433331	-5,995.63	209,937.08
05/26/2026	Selbyville Tractor & Equipment	Inv # 71040	-126.98	209,810.10
05/26/2026	The Hardware Store	Inv # 606974	-264.91	209,545.19
05/26/2026	Deposit	5563	285.65	209,830.84
05/26/2026	PNC Bank	Credit Card Pmt 05/26/26	-9,461.91	200,368.93
05/26/2026	Deposit	Car Accident/ Fire Hydrant Repairs/ Reimb. ...	1,950.00	202,318.93
Total 129 · FBW UTILITY OPERATING ACC 1996			-188,325.01	202,318.93
Total 120 · Water & Sewer Fund			-188,325.01	202,318.93
Total 100 · CASH & EQUIVALENTS			-188,325.01	202,318.93

11:09 AM
06/26/26
Accrual Basis

Town of Pittsville
Utility Operating Account
As of May 31, 2026

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
TOTAL			<u>-188,325.01</u>	<u>202,318.93</u>

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 29 Jun 26

GENERAL FUND

1) Operating Account: \$254,683.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$35,180.00

3) Highway User Fee Account: \$173,003.00

4) Speed Camera Account: \$8,351.00

5) Reserve Account: \$ 535,387.00

TOTAL: \$ 1,006,604.00

WATER FUND

1) Operating Account; \$72,933.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account:\$ 184,240.00

3) Reserve Account: \$ 12,704.00

TOTAL: \$ 269,877.00

Water/Loan Debt: (\$351,965.00)

SEWER FUND

1) Operating Account: \$72,933.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$ 683,051.00

3) Reserve Account: \$ 179,381.00

TOTAL: \$ 935,365.00

TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,211,846.00

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP
As of 8 Jun 26

INTEREST RATE: 3.69 as of 8 Jun 26

INVESTMENT INCOME/FY 26

	Monthly	Year to Date/YTD
General Fund:	\$2,522.65	\$35,129.06
Water Fund:	\$ 756.80	\$10,508.72
Sewer Fund:	\$1,765.86	\$24,590.33
Grand Total:	\$5,045.31	\$70,228.11

Interest Earned Per Month:

July 2025:	\$7,383.34	January 2026:	\$6,664.75
August 2025:	\$6,004.33	February 2026:	\$5,548.92
September 2025:	\$6,638.20	March 2026:	\$6,105.65

1st Quarter/FY26: \$20,085.87

3rd Quarter: \$18,319.52

October 2025:	\$7,593.53
November 2025:	\$7,075.05
December 2025:	\$7,081.56

April 2026:	\$5,117.47
May 2026:	\$5,045.31

2ND Quarter/FY26: \$21,750.14

1ST Half/FY26: \$41,836.01

Total Interest Income since Inception (18 Apr 23): \$294,226.82

Town of Pittsville WTP - MOR

May 2026

Maryland Department of the Environment

DATE	Site Wide Data General Operator	Water Usage			Water Chemistry										Chemicals			
		Well 1 Daily Flow (Gal)	Well 2 Daily Flow (Gal)	Total Daily Flow Well 1 & 2 (Gal)	Effluent				Distribution						Caustic Daily Usage (Gal/Day)	Chlorine Daily Usage (Lbs)	Polymer Daily Usage (Lbs)	
		Total Daily Flow Well 1 & 2 (Gal)				pH (S.U.)	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Iron (mg/L)	pH (S.U.)	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Iron (mg/L)	Location				
1	Peter Merkl	99,758	0	99,758	7.28	0.80	1.24	0.13	-	-	-	-	-	-	-	9	22.0	2.6
2	Rich Mathieu	111,215	0	111,215	7.37	0.72	1.66	0.13	-	-	-	-	-	-	-	9	16.0	2.0
3	Rich Mathieu	122,032	0	122,032	7.38	0.70	1.79	0.19	-	-	-	-	-	-	-	6	23.0	4.0
4	Peter Merkl	107,575	0	107,575	7.41	0.92	1.41	0.10	-	-	-	-	-	-	-	12	25.0	5.9
5	Peter Merkl	114,034	0	114,034	7.36	0.54	1.01	0.11	-	-	-	-	-	-	-	12	23.0	2.6
6	Peter Merkl	110,456	0	110,456	7.53	0.94	1.58	0.09	-	-	-	-	-	-	-	12	27.0	2.6
7	Peter Merkl	78,309	0	78,309	7.60	1.15	1.67	0.10	7.18	0.21	0.27	0.15	Valero, Shore stop 7126 Friendship Rd. Bathroom sink	-	12	14.0	4.0	
8	Rich Mathieu	142,723	0	142,723	7.58	0.57	1.62	0.18	-	-	-	-	-	-	0	14.0	3.9	
9	Peter Merkl	108,797	0	108,797	7.49	0.82	1.43	0.13	-	-	-	-	-	-	19	28.0	3.0	
10	Peter Merkl	102,846	0	102,846	7.29	0.91	1.35	0.10	-	-	-	-	-	-	12	22.0	0.0	
11	Peter Merkl	99,888	0	99,888	7.32	0.87	1.49	0.12	-	-	-	-	-	-	6	20.0	7.2	
12	Peter Merkl	107,071	0	107,071	7.55	1.12	1.70	0.11	-	-	-	-	-	-	9	22.0	2.5	
13	Peter Merkl	114,195	0	114,195	7.42	1.08	1.57	0.16	-	-	-	-	-	-	9	25.0	2.7	
14	Peter Merkl	100,403	0	100,403	7.38	1.12	1.59	0.10	-	-	-	-	-	-	12	23.0	3.5	
15	Peter Merkl	110,426	0	110,426	7.31	1.10	1.78	0.12	-	-	-	-	-	-	6	20.0	4.0	
16	Rich Mathieu	131,741	0	131,741	7.35	0.94	2.34	0.26	-	-	-	-	-	-	12	17.0	2.5	
17	Rich Mathieu	124,573	0	124,573	7.53	1.28	2.65	0.13	-	-	-	-	-	-	12	35.0	5.5	
18	Peter Merkl	130,223	0	130,223	7.28	1.01	1.65	0.12	-	-	-	-	-	-	12	28.0	3.3	
19	Peter Merkl	143,648	0	143,648	7.29	0.43	0.86	0.14	-	-	-	-	-	-	12	27.0	6.0	
20	Peter Merkl	142,260	0	142,260	7.31	1.11	1.54	0.11	-	-	-	-	-	-	19	29.0	2.6	
21	Peter Merkl	120,609	0	120,609	7.33	0.77	1.25	0.19	-	-	-	-	-	-	12	26.0	6.1	
22	Rich Mathieu	134,072	0	134,072	6.98	1.03	2.57	0.07	-	-	-	-	-	-	18	26.0	2.3	
23	Peter Merkl	119,764	0	119,764	7.18	0.96	1.50	0.02	-	-	-	-	-	-	12	28.0	5.0	
24	Peter Merkl	89,578	0	89,578	7.08	0.93	1.43	0.07	-	-	-	-	-	-	9	21.0	0.0	
25	Peter Merkl	108,046	0	108,046	7.16	0.69	1.07	0.05	-	-	-	-	-	-	9	23.0	4.0	
26	Peter Merkl	45,521	0	45,521	7.31	0.71	1.19	0.07	-	-	-	-	-	-	6	26.0	6.1	
27	Peter Merkl	176,769	0	176,769	7.36	0.57	1.04	0.06	7.24	0.53	0.79	0.08	Dollar General store , 7260 Sixty Foot Road. Bathroom sink	-	12	26.0	0.0	
28	Peter Merkl	112,750	0	112,750	7.32	0.79	1.22	0.12	-	-	-	-	-	-	9	20.0	4.0	
29	Peter Merkl	113,428	0	113,428	7.31	0.67	1.13	0.09	-	-	-	-	-	-	9	22.0	5.9	
30	Rich Mathieu	119,687	0	119,687	7.20	0.50	1.18	0.12	-	-	-	-	-	-	6	28.0	0.0	
31	Rich Mathieu	136,913	0	136,913	7.69	0.51	1.35	0.10	-	-	-	-	-	-	12	30.0	6.0	
Total		3,579,310	0	3,579,310											326	736.0	109.8	
Max		176,769	0	176,769	7.69	1.28	2.65	0.26	7.24	0.53	0.79	0.15			19	35.0	7.2	
Min		45,521	0	45,521	6.98	0.43	0.86	0.02	7.18	0.21	0.27	0.08			0	14.0	0.0	
Avg		115,462	0	115,462	7.35	0.85	1.51	0.12	7.21	0.37	0.53	0.11			11	23.7	3.5	

I certify that the information in this report is complete and accurate to the best of my knowledge.

Reported by: _____ Cert or Reg Number: 2326

TOWN OF PITTSVILLE
FY 27
Municipal Operating Budget
July 1, 2026-June 30, 2027

ORDINANCE# 2026-01

AN ORDINANCE OF THE TOWN OF PITTSVILLE TO ADOPT THE FISCAL YEAR 2027 MUNICIPAL OPERATING BUDGET COMMENCING ON JULY 1, 2026 AND ENDING ON JUNE 30, 2027

WHEREAS, the Commissioners of the Town of Pittsville have reviewed the projected revenues and expenditures for the July 1, 2026 to June 30, 2027 fiscal year, in order to adopt the municipal operating budget for that time period, and

WHEREAS, the Commissioners of the Town of Pittsville have adopted the following tax rates per the following:

- 1) \$.32 per \$100 of assessed value for all real estate property within the town limits
- 2) \$1.00 per \$100 of assessed corporate property within the town limits
- 3) \$1.00 per \$100 of assessed utility property within the town limits

WHEREAS, the Commissioners of the Town of Pittsville have adopted the attached Fee Schedule as part of this ordinance,

NOW, THEREFORE BE IT HEREBY ENACTED AND ORDAINED by the Commissioners of the Town of Pittsville that the Municipal Operating Budget for the fiscal year beginning July 1, 2026 and ending June 30, 2027 is attached hereto shall be and hereby adopted and repeals and replaces any and all resolutions or ordinances pertaining to the same.

AND BE IT FURTHER RESOLVED, ENACTED AND ORDAINED by the Commissioners of Pittsville, Maryland that this budget shall take effect on July 1, 2026.

The above ordinance was introduced and read by the Commissioners of Pittsville on May 18, 2026 at its regularly scheduled monthly meeting thereafter a statement/public notice of the substance of this ordinance having been duly advertised per the requirements of the Town Charter with a public hearing being held on 15 JUN 26 was finally adopted on

FIRST READING: 18 MAY 26

PUBLIC HEARING: 15 JUN 26

SECOND READING: _____

ADOPTION: _____

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



Town of Pittsville General FY27 Budget



PROJECTED REVENUES	TOTAL GENERAL INCOME	\$1,499,737.00
	TOTAL GENERAL EXPENSES	\$1,356,499.00
	RESERVE	\$143,238.00

ACTUAL REVENUES	TOTAL GENERAL INCOME	\$0.00
	TOTAL GENERAL EXPENSES	\$0.00
	RESERVE	\$0.00

PROJECTED RESERVE CONTINGENCY FUND	\$143,238.00
ACTUAL RESERVE CONTINGENCY FUND	\$0.00
DIFFERENCE (Actual minus projected)	\$143,238.00

REVENUES	PROJECTED FY27	ACTUAL FY27	DIFFERENCE
Real Estate Taxes	\$390,000.00		\$390,000.00
Corporate Property Taxes	\$140,000.00		\$140,000.00
State Income Tax	\$175,000.00		\$175,000.00
County Shared Taxes	\$350.00		\$350.00
Franchise Fees	\$19,000.00		\$19,000.00
Business Licenses/Permits	\$36,000.00		\$36,000.00
Interest Income/MLGIP	\$40,000.00		\$40,000.00
General Fund Grants	\$60,000.00		\$60,000.00
State Police Aid	\$12,000.00		\$12,000.00
Speed Camera Program	\$40,000.00		\$40,000.00
Rental Housing Licenses	\$21,000.00		\$21,000.00
Community Events	\$7,000.00		\$7,000.00
Fire/EMS Impact Fees	\$10,000.00		\$10,000.00
Miscellaneous Income	\$14,000.00		\$14,000.00
FY25 Surplus	\$535,387.00		\$535,387.00
Subtotal	\$1,499,737.00		\$1,499,737.00

Admin Expenses	Projected FY27	Actual FY27	Difference
Salaries	\$130,000.00		\$130,000.00
FICA	\$9,945.00		\$9,945.00
Health Insurance	\$24,000.00		\$24,000.00
Retirement	\$13,000.00		\$13,000.00
Town Manager Salary	\$100,000.00		\$100,000.00
Workers Comp	\$1,000.00		\$1,000.00
Insurance	\$7,500.00		\$7,500.00
Subtotal	\$285,445.00		\$285,445.00

Operations	Projected FY27	Actual FY27	Difference
Operating Expenses	\$7,500.00		\$7,500.00
Dues & Subscription	\$12,000.00		\$12,000.00
IT Development/Expenses	\$10,000.00		\$10,000.00
Public Notices	\$3,000.00		\$3,000.00
Subtotal	\$32,500.00		\$32,500.00

Services	Projected FY27	Actual FY27	Difference
Legal	\$35,000.00		\$35,000.00
Accounting Audit	\$12,500.00		\$12,500.00
MD State Retirement Actuary	\$5,590.00		\$5,590.00
Subtotal	\$53,090.00		\$53,090.00

Council	Projected FY27	Actual FY27	Difference
Council Meeting Allowances	\$7,500.00		\$7,500.00
Council Expenses/ Donations	\$2,500.00		\$2,500.00
Planning and Zoning	\$2,500.00		\$2,500.00
EDC	\$2,000.00		\$2,000.00
			\$0.00
Subtotal	\$14,500.00		\$14,500.00

Office	Projected FY27	Actual FY27	Difference
Office Supplies	\$5,000.00		\$5,000.00
Office Equipment	\$10,000.00		\$10,000.00
Postage	\$5,000.00		\$5,000.00
Telephone/Internet	\$7,500.00		\$7,500.00
Building Maint./Repairs	\$20,000.00		\$20,000.00
Building Equipment	\$10,000.00		\$10,000.00
			\$0.00
Subtotal	\$57,500.00		\$57,500.00

Public Works	Projected FY27	Actual FY27	Difference
Salaries	\$95,000.00		\$95,000.00
FICA	\$7,268.00		\$7,268.00
Health Insurance	\$11,000.00		\$11,000.00
Retirement	\$9,500.00		\$9,500.00
Workers Comp	\$3,826.00		\$3,826.00
Insurances	\$7,500.00		\$7,500.00
Street Lighting	\$50,000.00		\$50,000.00
Vehicle Maint/Repair/Fuel	\$8,000.00		\$8,000.00
Mosquito Control	\$2,000.00		\$2,000.00
Subtotal	\$194,094.00		\$194,094.00

Police	Projected FY27	Actual FY27	Difference
Salaries & Benefits	\$349,916.00		\$349,916.00
Operations	\$54,592.00		\$54,592.00
Training	\$8,000.00		\$8,000.00
Vehicle Cost	\$13,862.00		\$13,862.00
Misc.	\$29,000.00		\$29,000.00
			\$0.00
Subtotal	\$455,370.00		\$455,370.00

Public Safety	Projected FY27	Actual FY27	Difference
Fire Company	\$20,000.00		\$20,000.00
EMS	\$20,000.00		\$20,000.00
Fire/EMS Impact Fees	\$10,000.00		\$10,000.00
			\$0.00
Subtotal	\$50,000.00		\$50,000.00

Rental Housing/Code	Projected FY27	Actual FY27	Difference
Rental Housing	\$5,000.00		\$5,000.00
Code Enforcement	\$1,000.00		\$1,000.00
			\$0.00
Subtotal	\$6,000.00		\$6,000.00

Parks/Rec/Community Affairs	Projected FY27	Actual FY27	Difference
Parks/Rec/Community Affairs	\$35,000.00		\$35,000.00
			\$0.00
Subtotal	\$35,000.00		\$35,000.00

Misc	Projected FY27	Actual FY27	Difference
State Pension New Entrant Credi	\$118,000.00		\$118,000.00
CDBG/TMCR Grant Expense	\$45,000.00		\$45,000.00
Misc. Expense	\$10,000.00		\$10,000.00
			\$0.00
Subtotal	\$173,000.00		\$173,000.00

TOTAL PROJECTED COST FY27	\$1,356,499.00
TOTAL ACTUAL COST FY27	\$0.00
TOTAL DIFFERENCE	\$1,356,499.00



Town of Pittsville Utility FY27 Budget



Difference

PROJECTED WATER FUND	TOTAL WATER FUND INCOME	\$433,000.00
	TOTAL WATER EXPENSE	\$432,875.00
	RESERVE	\$125.00

PROJECTED WASTEWATER FUND	TOTAL WASTEWATER INCOME	\$411,000.00
	TOTAL WASTEWATER EXPENSES	\$400,555.00
	RESERVE	\$10,445.00

ACTUAL WATER FUND	
ACTUAL WASTEWATER FUND	

REVENUES WASTEWATER	PROJECTED FY27	ACTUAL FY27	DIFFERENCE
User Fees	\$275,000.00		\$275,000.00
Front Footage Assessment	\$42,500.00		\$42,500.00
Availability of Use	\$3,500.00		\$3,500.00
Impact Fees	\$0.00		\$0.00
Connection Fees	\$30,000.00		\$30,000.00
Interest Income/MLGIP	\$30,000.00		\$30,000.00
Misc. Income	\$1,500.00		\$1,500.00
Late Fees	\$6,500.00		\$6,500.00
WWTP Study	\$22,000.00		\$22,000.00
Subtotal	\$411,000.00		\$411,000.00

REVENUES WATER	PROJECTED FY27	ACTUAL FY27	DIFFERENCE
User Fees	\$305,000.00		\$305,000.00
Front Footage Assessment	\$70,000.00		\$70,000.00
Availability of Use	\$5,000.00		\$5,000.00
Impact Fees	\$0.00		\$0.00
Connection Fees	\$30,000.00		\$30,000.00
Interest Income/MLGIP	\$15,000.00		\$15,000.00
Misc. Income	\$1,500.00		\$1,500.00
Late Fees	\$6,500.00		\$6,500.00
			\$0.00
Subtotal	\$433,000.00		\$433,000.00

Salaries & Benefits	Projected FY27	Actual FY27	Difference
Salaries	\$120,000.00		\$120,000.00
FICA	\$9,180.00		\$9,180.00
Health Insurance	\$12,000.00		\$12,000.00
Retirement	\$12,000.00		\$12,000.00
Education	\$3,000.00		\$3,000.00
Subtotal	\$156,180.00		\$156,180.00

Operations	Projected FY27	Actual FY27	Difference
Operator	\$200,000.00		\$200,000.00
Sludge Removal	\$10,000.00		\$10,000.00
Testing Fees	\$10,000.00		\$10,000.00
Chemicals	\$35,000.00		\$35,000.00
Supplies	\$5,000.00		\$5,000.00
Electricity	\$15,000.00		\$15,000.00
Subtotal	\$275,000.00		\$275,000.00

Operations	Projected FY27	Actual FY27	Difference
Chemicals	\$5,000.00		\$5,000.00
Sludge Removal	\$5,000.00		\$5,000.00
Testing Fees	\$5,000.00		\$5,000.00
Dues & Subscriptions	\$2,500.00		\$2,500.00
Supplies	\$14,500.00		\$14,500.00
Phones	\$1,500.00		\$1,500.00
Electricity	\$45,000.00		\$45,000.00
Subtotal	\$78,500.00		\$78,500.00

Equipment/Building Main/Repa	Projected FY27	Actual FY27	Difference
Equipment	\$30,000.00		\$30,000.00
Building Maint.	\$35,000.00		\$35,000.00
Infrastructure Repair	\$19,000.00		\$19,000.00
			\$0.00
Subtotal	\$84,000.00		\$84,000.00

Equipment/Building Main/Rep:	Projected FY27	Actual FY27	Difference
Equipment	\$30,000.00		\$30,000.00
Building Maint.	\$30,000.00		\$30,000.00
Lift Stations	\$10,000.00		\$10,000.00
Infrastructure Repair	\$15,000.00		\$15,000.00
Subtotal	\$85,000.00		\$85,000.00

Services	Projected FY27	Actual FY27	Difference
Engineering	\$5,000.00		\$5,000.00
Accounting Audit	\$6,875.00		\$6,875.00
Rate Study	\$5,000.00		\$5,000.00
Subtotal	\$16,875.00		\$16,875.00

Services	Projected FY27	Actual FY27	Difference
Engineering	\$5,000.00		\$5,000.00
Accounting Audit	\$6,875.00		\$6,875.00
Rate Study	\$5,000.00		\$5,000.00
Subtotal	\$16,875.00		\$16,875.00

Insurance/Debt Payments	Projected FY27	Actual FY27	Difference
Insurances	\$4,500.00		\$4,500.00
Debt Payments	\$47,000.00		\$47,000.00
Bank Fees & Musc. Charges	\$1,000.00		\$1,000.00
Subtotal	\$52,500.00		\$52,500.00

Insurance/Debt Payments	Projected FY27	Actual FY27	Difference
Workers Comp	\$4,000.00		\$4,000.00
Insurances	\$10,000.00		\$10,000.00
Debt Payments	\$40,000.00		\$40,000.00
Bank Fees & Misc. Charges	\$1,000.00		\$1,000.00
			\$0.00
Subtotal	\$55,000.00		\$55,000.00

Misc	Projected FY27	Actual FY27	Difference
Vehicle Expense	\$2,000.00		\$2,000.00
Dues & Subscriptions	\$2,500.00		\$2,500.00
			\$0.00
			\$0.00
Subtotal	\$4,500.00		\$4,500.00

Vehicle/Equipment	Projected FY27	Actual FY27	Difference
Fuel	\$4,000.00		\$4,000.00
Repair & Maint.	\$5,000.00		\$5,000.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Subtotal	\$9,000.00		\$9,000.00

TOTAL PROJECTED COST WASTEWATER FY27	\$400,555.00
TOTAL PROJECTED COST WATER FY27	\$432,875.00
TOTAL PROJECTED COST UTILITY FUND FY27	\$833,430.00



Town of Pittsville Enterprise Fund FY27 Budget

Trash Removal Revenue				\$98,000.00
Trash Removal Expenses				\$95,000.00
Remaining Balance				<u>\$3,000.00</u>

Stormwater Management Fees				\$48,000.00
Ditch Maint. And Stormwater Projects				\$48,000.00
Remaining Balance				<u>\$0.00</u>

Highway User Revenue				\$254,647.00
(carried over from previous years)				
Highway User Revenue FY27				\$171,500.00
Total				<u>\$426,147.00</u>
FY 2027 Street Projects Expense				\$150,000.00
Roads/Equipment Maint. Expense				\$75,000.00
Remaining Balance HUR				<u>\$201,147.00</u>

THE TOWN OF PITTSVILLE

Resolution #2026-07

**A Resolution of the Town Commissioners of Pittsville, Maryland
Authorizing The Submission of A Grant to Participate in the Town
Manager/Circuit Rider Program**

WHEREAS, the State of Maryland through the Department of Housing and Community Development has solicited applications from eligible jurisdictions to apply for funding under the Circuit Rider Program; and

WHEREAS, The Town of Pittsville is eligible for funding under the Circuit Rider Program and wishes to submit a State Fiscal Year 2027 Grant Application to the State of Maryland DHCD for a project known as "Circuit Rider"; and

WHEREAS, the proposed project is consistent with the Local Community Development Plan described in the Application

SECTION I: NOW, THEREFORE, BE IT ENACTED AND RESOLVED BY THE TOWN COMMISSIONERS OF PITTSVILLE, MARYLAND, that Sean McHugh, Town Commission President, is hereby authorized and empowered to execute any and all documents required for the submission of the Application.

SECTION II: BE IT FURTHER ENACTED AND RESOLVED BY THE TOWN COMMISSIONERS FOR THE TOWN OF PITTSVILLE that the Goals for the Circuit Rider are as follows:

- assistance with the day-to-day planning operations and related questions from the public;
- researching various federal and State grant opportunities that align with desired planning and infrastructure projects;
- developing grant applications and managing grant awards;
- overseeing special projects assigned by The Town Commission President and Town Commissioners of Pittsville
- providing an enhanced level of administrative capacity to Town Hall;
- this position will be shared with the Towns of Sharptown and Willards

SECTION III. BE IT FURTHER ENACTED AND RESOLVED BY THE TOWN COMMISSIONERS FOR THE TOWN OF PITTSVILLE, MARYLAND that this resolution shall take effect upon the notification of an award from the Department of Housing and Community Development.

THE ABOVE RESOLUTION was introduced and passed at a meeting of The Town Commission on June 29, 2026 The Town Clerk is hereby authorized to proceed with the posting of this Resolution.

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

**TOWN OF PITTSVILLE
Resolution #2026-09**

**A RESOLUTION OF THE PRESIDENT AND COMMISSIONERS OF THE TOWN OF
PITTSVILLE TO ADOPT THE FY 27 MUNICIPAL FEE SCHEDULE AS ATTACHED**

WHEREAS, the Town of Pittsville has established an annual “Municipal Fee Schedule” for certain services provided by the Town Government, and

WHEREAS, Town Staff have reviewed and updated the “Municipal Fee Schedule” for the coming FY 27, AND

WHEREAS, the Town Commissioners have held a public hearing on June 15, 2026, received public input, and further discussed the proposed “Municipal Fee Schedule”
For the FY 27

NOW, THEREFORE, BE IT HEREBY RESOLVED by the President and Town Commissioners of Pittsville that the attached “FY 27 MUNICIPAL FEE SCHEDULE” be adopted on this 29th day of June 2026, and hereafter be effective July 1, 2026.

Attest:

Erica M Witz, Town Attorney

Sean McHugh, President, Town Commissioners

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

Bethany Miller, Town Commissioners

David Carozza, Town Commissioner

Michael O'Brien, Town Commissioner

TOWN OF PITTSVILLE FEE SCHEDULE
Effective July 1, 2026

WATER SERVICE BILLED PER QUARTER

- A) Residential: \$ 103.92
- B) Commercial: \$142.78
- C) Institutional: \$181.65
- D) Industrial: \$220.54

SEWER SERVICE BILLED PER QUARTER

- A) Residential: \$91.18
- B) Commercial: \$136.76
- C) Institutional: \$182.35
- D) Industrial: \$227.94

WATER AVAILABILITY OF USE FEE BILLED PER QUARTER

- A) Residential: \$51.96
- B) Commercial: \$71.39
- C) Institutional: \$90.84
- D) Industrial: \$110.26

SEWER AVAILABILITY OF USE FEE BILLED PER QUARTER

- A) Residential: \$45.59
- B) Commercial: \$ 68.38
- C) Institutional: \$ 91.18
- D) Industrial: \$ 113.97

Bay Restoration Fee billed per quarter: \$15.00

Water Footage: \$ 68 per foot per year
Sewer Footage: \$.50 per foot per year

Water Meter Testing: \$25.00

Utility Services Bill Late Fee: \$25.00

Connection Fees: Water: \$2,500.00
Sewer: \$2,500.00

Utility Impact Fee: Water: \$7,500.00
Sewer: \$7,500.00

Fire/Emergency Services Fee: \$1,000.00 per EDU

Fire Suppressant Materials/Inspection: \$1,500.00

Sewer Clean Out Repair (including parts) \$100.00

Water Lid Replacement: \$100.00 plus parts

New Water Service Turn On: \$25.00

Water Service Turn Off: \$25.00

Returned Check Fee: \$50.00

Copies of Information w/research: \$1.00 per copy

Copies of Public Meeting Tapes: \$25.00

Rezoning Application: \$500.00

Board of Appeals Application: \$250.00

Business Licenses: \$25.00

Yard Sale Permits: No Cost

Building Permits: 1% of total Cost of Construction / minimum fee is \$25.00

Municipal Infraction Fines: \$200.00

Real Estate Property Tax Rate: \$.32 per \$100 of assessed value

Corporate Property Tax Rate: \$1.00 per \$100 of assessed value

Utility Property Tax Rate: \$1.00 per \$100 of assessed value

Real Estate/Personal Property/Utility Property Tax Interest Rate: 1.5%
per month

Site Plan Application: \$250.00 plus initial escrow deposit of \$1,000.00

Minor Subdivision: \$500.00 plus initial escrow deposit of \$1,000.00

Major Subdivision: \$ 1000.00 plus initial escrow deposit of \$1,500.00

Trash Removal Services Fee: \$ 40.00 per quarter

Storm Water Management Fee: \$60.00 annual per Recorded property within town limits

- **BOLD means new fee assessed**
- *Fee in italics means increase in fee*

FW: Seeking Pittsville's Support for Opioid Restitution Funding Application

From Ana Ketterman <aketterman@pittsvillemd.gov>

Date Mon 6/15/2026 5:37 PM

To Joseph Mangini, Jr. <jmangini@pittsvillemd.gov>

Ana Ketterman,
Town Treasurer
Town of Pittsville
410-835-8872

From: Lisa Campbell <Lisa@rrcsby.org>

Sent: Monday, June 15, 2026 5:12 PM

To: Town Hall <townhall@pittsvillemd.gov>

Subject: Seeking Pittsville's Support for Opioid Restitution Funding Application

Some people who received this message don't often get email from lisa@rrcsby.org. [Learn why this is important](#)
Mayor Mangini and Members of the Pittsville Town Council,

I hope you are doing well. I'm reaching out on behalf of the Recovery Resource Center as we prepare our proposal for the Wicomico County Opioid Restitution Funding RFP. We are requesting a brief letter of support from the Town of Pittsville to include with our application.

As part of this grant, we plan to bring our peer navigators and recovery support services directly to Pittsville. This would include employment-readiness support, housing stabilization resources, connection to treatment when needed, and other peer-based services that help residents move toward stability and long-term recovery.

Last year, our Salisbury location saw more than **51,000 guest visits**. While this reflects the strong need for recovery support in our community, we also know that transportation is a significant barrier for many East Side residents. This is why it is so important for us to mobilize our team and bring services directly to Pittsville and the surrounding area.

Because the Recovery Resource Center is located within the Salisbury city limits, the County requires us to partner with a municipality outside the city in order to qualify for this funding. A letter of support from Pittsville would not create any financial obligation for the Town. It would simply demonstrate that local leadership recognizes the value of expanding recovery support services to this part of the county.

If the Town is willing, we can provide a short template to make the process easy. We would be grateful for your partnership and support.

Warm regards,

Lisa Campbell

In service,
Lisa Campbell, Executive Director
M.A. Human Services Counseling, Health & Wellness
MD State Registered Peer Supervisor

Recovery Resource Center
726 S. Salisbury Blvd, Suite E
Salisbury, MD 21804
(410)749-9482 Office
(443)735-0059 Cell
<https://rrcsby.org/>

Our mission: To support the goals of people on their journey into and through recovery from addiction.

In service,

Lisa Campbell, Executive Director

M.A. Human Services Counseling, Health & Wellness

MD State Registered Peer Supervisor

Recovery Resource Center

726 S. Salisbury Blvd, Suite E

Salisbury, MD 21804

(410)749-9482 Office

(443)735-0059 Cell

<https://rrcsby.org/>

Our mission: To support the goals of people on their journey into and through recovery from addiction.

WWTP/Cemetery Survey

From: Robert J. Duma <rjd@dbfinc.com>
To: Joe Mangini <bluehen1@peoplepc.com>
Subject: WWTP/Cemetery Survey
Date: Jun 17, 2026 12:44 PM
Attachments: [BOUNDARY-signed.pdf](#)

Joe,

Enclosed is the boundary survey for the Wastewater Treatment Plant and cemetery. Our surveyor noted that the questionable boundary between the WWTP and the cemetery was actually well documented and the lines have simply been drawn incorrectly on public tax records. The farmer and the cemetery are each staying roughly to their property lines as well. However, the neighbor to the north appears to have cleared some trees on the town property and has installed a gate around the tax ditch. Further investigating may be needed if the town wants to pursue any encroachments from the northern neighbor.

After review from the Town, the surveyor recommends that we have this boundary survey recorded in the land records.

Thanks,
Rob

Robert J. Duma, P.E.

Associate | Senior Civil Engineer
Department of Municipal Public Works

Davis, Bowen & Friedel, Inc.

Email: rjd@dbfinc.com
Office: 410-543-9091 | Fax: 410-543-4172
601 E. Main Street, Suite 100, Salisbury, MD 21804
dbfinc.com | [Facebook](#) | [LinkedIn](#) | [Instagram](#) | [Twitter](#) | [Youtube](#)

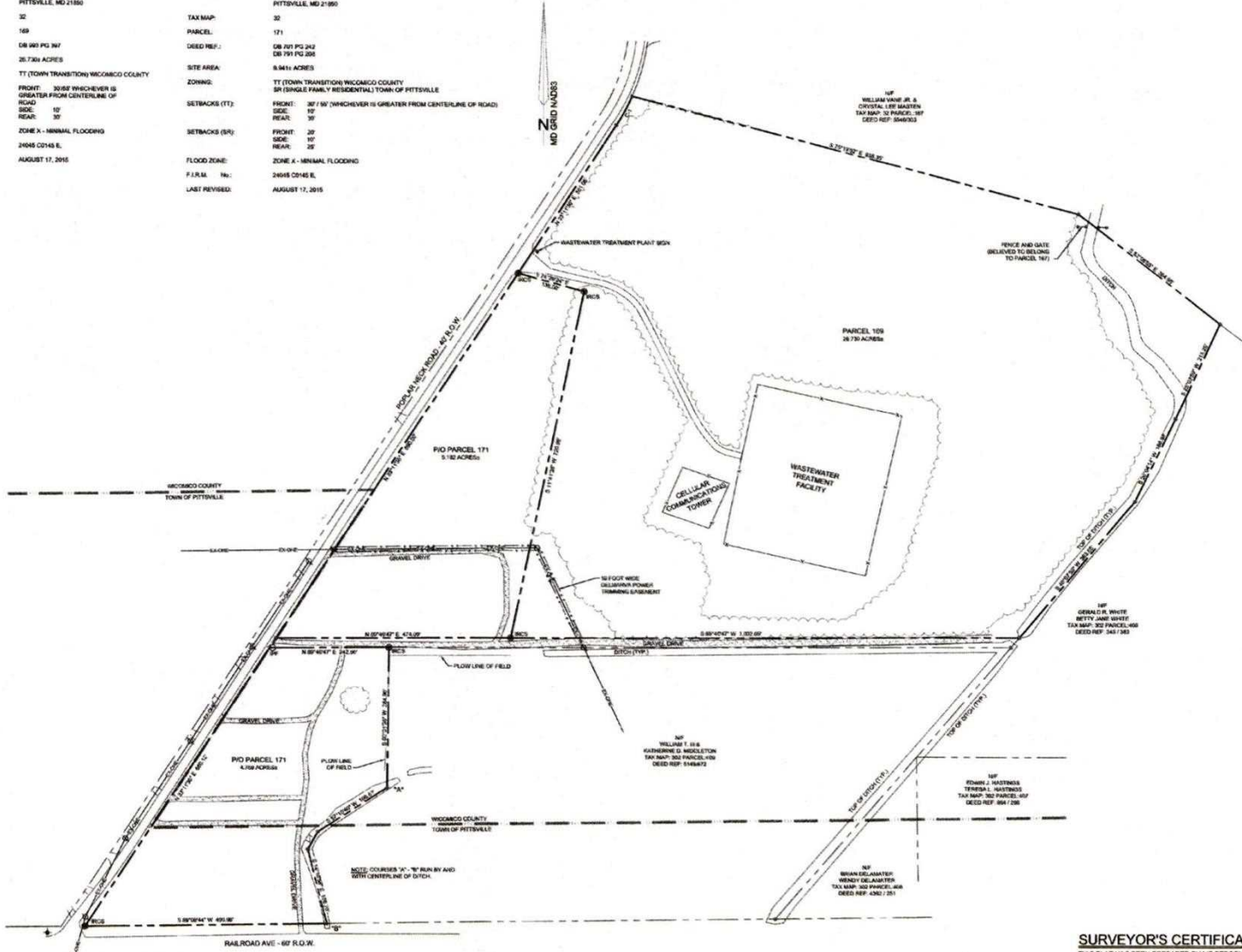


SITE DATA - PARCEL 169

CURRENT OWNER: TOWN OF PITTSVILLE
 P.O. BOX DRAINER A
 PITTSVILLE, MD 21156
TAX MAP: 32
PARCEL: 169
DEED REF.: DB 99 PG 97
SITE AREA: 26.720 ACRES
ZONING: TT (TOWN TRANSITION) WICOMICO COUNTY
SETBACKS: FRONT: 30SF WHICHEVER IS GREATER FROM CENTERLINE OF ROAD
 SIDE: 10'
 REAR: 30'
FLOOD ZONE: ZONE X - MINIMAL FLOODING
F.I.R.M. No.: 2495 CD45 E.
LAST REVISED: AUGUST 17, 2015

SITE DATA - PARCEL 171

CURRENT OWNER: PITTSVILLE CEMETERY
 7555 OLMBORO RD
 PITTSVILLE, MD 21156
TAX MAP: 32
PARCEL: 171
DEED REF.: DB 281 PG 242
 DB 791 PG 285
SITE AREA: 8.941 ACRES
ZONING: TT (TOWN TRANSITION) WICOMICO COUNTY
 SR (SINGLE FAMILY RESIDENTIAL) TOWN OF PITTSVILLE
SETBACKS (TT): FRONT: 30' / 50' (WHICHEVER IS GREATER FROM CENTERLINE OF ROAD)
 SIDE: 10'
 REAR: 30'
SETBACKS (SR): FRONT: 20'
 SIDE: 10'
 REAR: 25'
FLOOD ZONE: ZONE X - MINIMAL FLOODING
F.I.R.M. No.: 2495 CD45 E.
LAST REVISED: AUGUST 17, 2015



LEGEND

○	IRON PIPE PEG
⊙	IRON ROD WITH CAP SET
□	CONCRETE POINT
□	CONCRETE MONUMENT FOUND
⊞	TELEPHONE PEDESTAL
⊞	WATER METER
⊞	FIRE HYDRANT
⊞	UTILITY POLE
⊞	POST ANCHOR
⊞	30SF
○	GEODETIC TIE
○	20" TRUNK SIZE
---	PROPERTY LINE
---	ADJACENT PROPERTY LINE
---	EASEMENT LINE
---	CORPORATE LIMIT
---	WOODS LINE
---	OVERHEAD ELECTRIC
---	DIMENSIONED FENCE

LINE TABLE

LINE	BEARING	DISTANCE
1	S 89° 42' 30" W	134.00
2	S 89° 42' 30" W	134.00
3	S 89° 42' 30" W	134.00
4	S 89° 42' 30" W	134.00
5	S 89° 42' 30" W	134.00
6	S 89° 42' 30" W	134.00
7	S 89° 42' 30" W	134.00
8	S 89° 42' 30" W	134.00
9	S 89° 42' 30" W	134.00
10	S 89° 42' 30" W	134.00
11	S 89° 42' 30" W	134.00
12	S 89° 42' 30" W	134.00
13	S 89° 42' 30" W	134.00
14	S 89° 42' 30" W	134.00
15	S 89° 42' 30" W	134.00
16	S 89° 42' 30" W	134.00
17	S 89° 42' 30" W	134.00
18	S 89° 42' 30" W	134.00
19	S 89° 42' 30" W	134.00
20	S 89° 42' 30" W	134.00



DAVIS BOWEN & FRIEDEL, INC.
 ARCHITECTS - ENGINEERS - SURVEYORS
 10001 TOWNE SQUARE
 P.O. BOX 11000
 BALTIMORE, MARYLAND 21286-1100

BOUNDARY SURVEY
 of the Lands of
TOWN OF PITTSVILLE & PITTSVILLE CEMETERY
 COUNCILMAN DISTRICT #6
 WICOMICO COUNTY, MARYLAND

DATE	COMMENTS

Date: JUNE, 2026
 Scale: 1"=50'
 Drawn By: AMH
 Plot No.: DB 1A222



SURVEYOR'S CERTIFICATION
 THIS PLAT HAS BEEN PREPARED BY ME PERSONALLY OR UNDER MY RESPONSIBLE CHARGE AND COMPLIED WITH THE REQUIREMENTS AS SET FORTH IN REGULATION DB 15.06.12 OF THE MARYLAND-NATIONAL STANDARDS OF PRACTICE FOR SURVEYORS. MY MARYLAND PROFESSIONAL LAND SURVEYOR LICENSE IS CURRENT WITH AN EXPIRATION DATE OF OCTOBER 28, 2027.

Peter A. Bozick
 PROFESSIONAL LAND SURVEYOR
 MARYLAND NO. 22143
 DATE: 06/17/2026

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