

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

August 17, 2026

7:00 PM

AGENDA

- 1) Call to Order
 - Pledge of Allegiance
- 2) Approval of the Minutes of July 20, 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
 - None
- 8) New Business
 - None
- 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- September 21, 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
July 20, 2026

The Town Meeting for July 20, 2026 was called to order at 7:00 p.m. by Commission Vice-President Roland Adkins. Town Commissioners Bethany Miller, Michael O'Brien, and David Carozza were also in attendance. Town Attorney Erica Witz, Town Manager Joe Mangini, and the Town Clerk Judy Jones were also in attendance, as well as Police Chief Robert Harris. SOS was represented by Chris Gee. The Pledge of Allegiance was recited by all.

MINUTES

Commission Vice-President Adkins then asked for a motion to approve the Town Meeting minutes from June 29, 2026. Commissioner Carozza made a motion to approve the minutes, and was seconded by Commissioner O'Brien. Minutes were approved by all.

TOWN TREASURER'S REPORT

Commission Vice-President Adkins then read into record the bank account balances. The General Operating Account starting balance was \$179,249.92 as of June 30, 2026. The ending balance was \$123,918.35. Commissioner Carozza made a motion to approve the General Operating Account balances, and was seconded by Commissioner O'Brien. The Utility Operating Account had a starting balance of \$202,318.93 as of June 30, 2026, and an ending balance of \$136,622.56. Commissioner Miller made a motion to accept these balances, and was seconded by Commissioner O'Brien. Balances were approved by all. Commission Vice-President Adkins then read into record the various Fund Balances, and the MLGIP balances. (both attached).

FIRE/EMS

Tad Farlow gave the Public Safety report. He stated that there were 137 Fire calls, and 280 EMS calls at last YTD count, but those numbers could vary. Tanker #7 is completely assembled and should be arriving in August, and hopefully in service by September, or October. That time is needed to mount equipment, and train firefighters how to use it. The department is currently short 2 paramedics, and they will look to fill these positions. The 4th annual Alan Richardson Car Show at the Pittsville Fire is on September 27, 2026 from 12:00-2:00 p. m., with a rain date of October 4, 2026. All of August there will be a canned food drive on Bingo nights to restock the pantry at Ayres United Methodist Church.

POLICE REPORT

Pittsville Police Chief Robert Harris gave an update on his department's activity. That included 1 training, 3 assists for Fire/Ems, as well as contributing to 3 grants. He had 7 traffic details, 4 stops, and 1 special assignment. There were 192 traffic camera violations during this period.

CODE ENFORCEMENT REPORT

Town Manager Mangini reported that 2 or 3 high grass letters had been issued, one is still pending, as they still have some time to comply. Two did not comply, and they were cut by our Department of Public Works, and billed. We have not yet received payment, if we do not, we will pursue liens against their properties. We are working with Guardian Asset Management on the property at 34325 Old Ocean City Road that is in a state of extreme disrepair to the point of condemnation. We are still dealing with the apartments, and have requested entrance to see if the said repairs have been completed. They do not have rental licenses for those two apartments. USDA will be contacted to see if they are receiving subsidy money. We have requested to be given access to the two apartments in question by July 27, 2026 for re-inspection by the Town Code Officer, Joe Mangini, and the Town Clerk, Judy Jones as a witness. otherwise, penalties, and fines will be assessed going forward. Commission President McHugh has requested that the Town Attorney and Town Manager Mangini work on an Ordinance for the Town that will easily address the mold and accompanying issues that go with it.

TOWN MANAGER'S REPORT (attached)

Town Manager Mangini gave his report stating that there is no new legislation to be considered at this meeting, nor are there any appointments to any of the boards or commissions for consideration. The tax bills have been prepared, and sent out. There will be two amending budget ordinances presented for introduction at the August meeting. We are still waiting for nearly \$600,000.00 from MDE in reimbursement. The Town Manager Circuit Rider, and the Community Development Block Grant have been submitted. With the new water meters being installed, Town Manager Mangini contacted SERCAP (Southeast Rural Community Assistance Project) to conduct a water and sewer rate study. They agreed, and there will be no cost to the town. The meetings for EDC and Planning and Zoning will resume in September. The Town has issued 4 building permits so far this year totaling \$1064.51. Business visitations will resume in August.

PUBLIC WORKS

Public Works Director Dale Monroe was unable to attend. Town Manager Mangini gave the Public Works report. Public Works has installed 10-11 new water meters so that the billing system can be implemented. Commissioner Carozza requested that the Public Works Department notify homeowners before switching out the meters, keeping the public informed. The sinkhole at Pizza Pizzaz has been completely repaired. The ditches on Pitts Avenue are officially done and cleaned.

TOWN ENGINEER'S REPORT -Absent due to personal matters.

Town Manager Mangini gave the Town Engineers Report, as he was unable to attend. The Water Treatment Plant Upgrade-Phase 4 is in closeout. The 2026 Roadway Improvement Project has been completed. The WWTP Upgrade Study has been approved and finalized. The Water Meter Replacement Project has begun, with meters being installed. The WWTP and Cemetery Boundary Survey draft plat is ready for review; Manager Mangini recommended that we postpone reviewing that until Engineer Duma can be present. Stormwater Management Grant has been submitted.

SOS REPORT

Chris Gee from Singh Operational Services gave a detailed report accompanied by a handout to show the figures of water use, and testing results. He explained why water usage levels were higher at certain times due to leaks. He also went over the chlorine levels, as well as bacteria.

OLD BUSINESS

Recovery Resource Center has decided to wait on trying to branch out into Pittsville, but will keep in touch with us for the next fiscal year.

NEW BUSINESS

The Cemetery Survey is tabled until next month due to Rob Duma's absence.

TOWN COMMISSION/COMMITTEE REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS

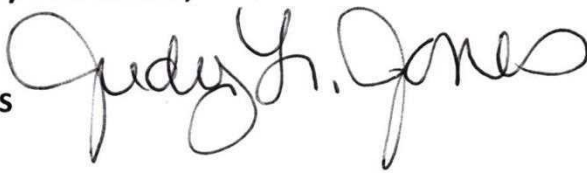
Commissioner Carozza suggested that we apply for a grant for a police officer that would help the Town get a new officer. It would be for \$125,000.00, and the Town would have 5 years to use it. The deadline is July 21, 2026, and if not used would go back to the government, and would affect future grants. After a long discussion about this grant, Vice-President Adkins suggested that we look at pursuing this grant at a later time since we don't have an abundance of information, Commissioners O'Brien, and Miller agreed. This will be taken up at a later time. Police Chief Harris is still waiting to hear about Trooper 4 for Pittsville Night Out, hot dogs have been donated, and Fireworks are in place.

Commissioner Carozza made a motion to adjourn the meeting, and was seconded by Commissioner O'Brien. The meeting was adjourned at 8:02 p.m.

TOWN OF PITTSVILLE
Town Commissioners Town Meeting Minutes
July 20, 2026

Respectfully Submitted,

JUDY L. JONES
Town Clerk



The next regular monthly meeting will be on August 17, 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

8:21 AM

08/14/26

Accrual Basis

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

Date	Name	Memo	Amount	Balance
100 · CASH & EQUIVALENTS				116,272.32
110 · General Fund				116,272.32
128 · FBW - General Operating 1541				116,272.32
07/01/2026	Transfer	Fund HSA Account	-4,500.00	111,772.32
07/01/2026	Lincoln National Life Insuranc...	July 2026 LT/ST/Life Insurance	-712.97	111,059.35
07/07/2026	Capital Bank & Trust Co.	Apr-June 2026 Retirement Contributio...	-7,409.04	103,650.31
07/07/2026	Davis, Bowen & Fridel Inc	Inv # 203427, 203428	-1,744.81	101,905.50
07/07/2026	Joseph A. Mangini Jr	Pay 06/21-07/4	-3,450.00	98,455.50
07/07/2026	Lisa Tubbs	Inv # 1083	-200.00	98,255.50
07/07/2026	Maryland Municipal League	MML Dues	-2,600.00	95,655.50
07/07/2026	Mediacom - Police	Internet Police	-19.99	95,635.51
07/07/2026	Mediacom - Town Hall	8384500090090174	-229.95	95,405.56
07/07/2026	Napa Auto Parts - New	Inv # 383848	-15.05	95,390.51
07/07/2026	ShoreScan - G&U	Inv # 11072	-95.00	95,295.51
07/07/2026	Simple Computing LLC	IT	-22,320.00	72,975.51
07/07/2026	USA Today Media Corp.	Inv # 0007783293	-2,267.87	70,707.64
07/09/2026	Town of Pittsville - Transfer	Transfer to fund payroll	-6,000.00	64,707.64
07/10/2026	Deposit	5635	1,064.51	65,772.15
07/10/2026	Deposit	5637	35.50	65,807.65
07/10/2026	Deposit	5638	2,600.00	68,407.65
07/10/2026	Deposit	5639	1,376.57	69,784.22
07/14/2026	Chesapeake Employers Insur...	Workers Comp	-1,534.00	68,250.22
07/14/2026	Choptank Electric - G	9912566701	-120.00	68,130.22
07/14/2026	Colonial Life	Inv# 5277330-0605409	-112.28	68,017.94
07/14/2026	GreatAmerica Financial Svcs.	Inv # 42427103	-60.00	67,957.94
07/14/2026	Kelly & Associates Insurance ...	August 2026 Health Insurance	-3,383.01	64,574.93
07/14/2026	LGIT	2026-2027 LGIT Insurance	-13,958.00	50,616.93
07/14/2026	Valerie J. Mann	Grants police	-315.00	50,301.93
07/14/2026	Webb, LLP	Legal	-10,084.58	40,217.35
07/15/2026	Deposit	5649	766.77	40,984.12
07/15/2026	DP Park 1649	Delmarva Power	-156.61	40,827.51
07/15/2026	Deposit	Muni-Link	80.00	40,907.51
07/17/2026	Deposit	5656	1,793.92	42,701.43
07/17/2026	Transfer	Payroll Transfer 7/17/26	-6,000.00	36,701.43
07/21/2026	Town of Pittsville- G	Transfer to General	86,000.00	122,701.43
07/22/2026	Deposit	5660	138.13	122,839.56
07/22/2026	Bennett Termite & Pest Soluti...	Inv # 937630	-94.40	122,745.16
07/22/2026	David Carozza	7/20/26 Meeting	-75.00	122,670.16
07/22/2026	DPSCS - ITCD	Inv # AB6-06-484	-14.00	122,656.16
07/22/2026	Joseph A. Mangini Jr	Pay 07/05-07/18	-3,735.00	118,921.16
07/22/2026	L.Serman Excavating	Ditch Clearing	-8,367.92	110,553.24
07/22/2026	Michael O'Brien	Meetings	-150.00	110,403.24
07/22/2026	Roland Adkins	Meetings	-150.00	110,253.24
07/22/2026	Selbyville Tractor & Equipment	Finance charge	-2.49	110,250.75
07/22/2026	Webb, LLP	Legal	-400.00	109,850.75
07/24/2026	Transfer	Payroll Transfer 7/24/26	-6,100.00	103,750.75
07/24/2026	Lincoln National Life Insuranc...	August 2026 LT/ST/Life Insurance	-712.97	103,037.78
07/27/2026	Deposit	5669	1,516.70	104,554.48
07/28/2026	Deposit	5672	561.23	105,115.71
07/28/2026	Deposit	5674	1,681.12	106,796.83
07/29/2026	Deposit	5653	18,388.92	125,185.75
07/29/2026	Deposit	5673	1,611.94	126,797.69
07/31/2026	Transfer	Transfer payroll 07/31/26	-6,200.00	120,597.69
Total 128 · FBW - General Operating 1541			4,325.37	120,597.69
Total 110 · General Fund			4,325.37	120,597.69
Total 100 · CASH & EQUIVALENTS			4,325.37	120,597.69
TOTAL			4,325.37	120,597.69

Approved :

X

Sean McHugh
President

X

Roland Adkins
Vice President

X

Bethany Miller
Commissioner

X

Michael O'Brien
Commissioner

X

David Carozza
Commissioner

8:19 AM

08/14/26

Accrual Basis

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

Date	Name	Memo	Amount	Balance
100 · CASH & EQUIVALENTS				133,730.08
120 · Water & Sewer Fund				133,730.08
129 · FBW UTILITY OPERATING ACC 1996				133,730.08
07/01/2026	Transfer	Fund HSA Account	-4,500.00	129,230.08
07/01/2026	Deposit	5604	2,004.95	131,235.03
07/01/2026	Deposit	5614	432.68	131,667.71
07/01/2026	WEX Bank Valero Fleet Gas	Fuel	-1,076.23	130,591.48
07/02/2026	Deposit	5631	6,500.00	137,091.48
07/06/2026	Deposit	5616	149.47	137,240.95
07/06/2026	Deposit	5617	279.05	137,520.00
07/06/2026	Deposit	5618	1,104.95	138,624.95
07/07/2026	Bruce Lewis	Inv # 915	-450.00	138,174.95
07/07/2026	Capital Bank & Trust Co.	Apr-June 2026 Retirement Contributions	-4,049.16	134,125.79
07/07/2026	Davis, Bowen & Fridel Inc	Inv # 203429, 203430	-1,503.58	132,622.21
07/07/2026	Maryland Water Infra Financin...	Inv # 24600	-2,274.46	130,347.75
07/07/2026	One Call Concepts Inc - U	0001040	-23.21	130,324.54
07/07/2026	Wicomico County Solid Waste...	3025	-332.64	129,991.90
07/07/2026	Deposit	5619	573.70	130,565.60
07/08/2026	Deposit	5621	263.15	130,828.75
07/08/2026	Deposit	5622	526.90	131,355.65
07/09/2026	Town of Pittsville - Transfer	Transfer to fund payroll	-3,100.00	128,255.65
07/09/2026	Deposit	5624	263.15	128,518.80
07/09/2026	Deposit	5626	649.12	129,167.92
07/10/2026	Deposit	5620	6,520.07	135,687.99
07/10/2026	Deposit	5623	537.15	136,225.14
07/10/2026	Deposit	5625	706.30	136,931.44
07/10/2026	Deposit	5627	261.65	137,193.09
07/10/2026	Deposit	5640	1,612.38	138,805.47
07/13/2026	Deposit	5643	1,351.75	140,157.22
07/13/2026	Deposit	Fire Hydrant Hit / Insurance Reimb. for repai...	10,256.16	150,413.38
07/14/2026	Atlantic Pumping Inc -U	Inv # 372942	-1,965.00	148,448.38
07/14/2026	Bruce Lewis	Inv # 916	-450.00	147,998.38
07/14/2026	Cummins-Wagner Co, Inc.	Inv # SAL02933	-600.30	147,398.08
07/14/2026	Kelly & Associates Insurance ...	August 2026 Health Insurance	-1,924.52	145,473.56
07/14/2026	LGIT	2026-2027 LGIT Insurance	-10,500.00	134,973.56
07/14/2026	The Farmers Bank of Willards	SI-706-6452	-2,943.41	132,030.15
07/14/2026	Water Testing Laboratories of ...	Inv # SAL11794	-194.00	131,836.15
07/14/2026	Deposit	5647	355.65	132,191.80
07/15/2026	Deposit	5641	288.65	132,480.45
07/15/2026	Deposit	5642	563.50	133,043.95
07/15/2026	Deposit	5644	554.80	133,598.75
07/15/2026	Deposit	5648	297.48	133,896.23
07/15/2026	Deposit	Talkie Communication Reimb for damaged ...	7,015.00	140,911.23
07/16/2026	Deposit	5646	24,620.76	165,531.99
07/16/2026	Deposit	5651	274.55	165,806.54
07/16/2026	Deposit	5652	32,797.81	198,604.35
07/16/2026	Singh Operational Services, Inc	July 2026 SOS / Inv # 30202-3454	-15,425.91	183,178.44
07/17/2026	Deposit	5657	1,690.72	184,869.16
07/17/2026	Transfer	Payroll Transfer 7/17/26	-3,000.00	181,869.16
07/17/2026	Comptroller of MD BRF	April-June 2026 BRF Return / Payment	-10,454.71	171,414.45
07/20/2026	Deposit	5655	300.65	171,715.10
07/20/2026	Deposit	5658	100.00	171,815.10
07/20/2026	Deposit	5661	1,068.80	172,883.90
07/21/2026	Deposit	5662	355.65	173,239.55
07/21/2026	Town of Pittsville- G	Transfer to Utility	172,904.00	346,143.55
07/22/2026	Deposit	5659	477.89	346,621.44
07/22/2026	Deposit	5663	298.85	346,920.29
07/22/2026	Chesapeake Environmental S...	WTP Repairs	-10,193.12	336,727.17
07/22/2026	Freemire & Associates, Inc.	Inv # 2602713	-1,976.01	334,751.16
07/22/2026	L. Serman Excavating	Inv # 1581	-710.00	334,041.16
07/22/2026	U.F.U., Inc.	Inv # 2026-0013	-5,050.00	328,991.16
07/22/2026	Deposit	5664	806.25	329,797.41
07/23/2026	Deposit	5665	913.90	330,711.31
07/24/2026	Deposit	5667	826.42	331,537.73
07/24/2026	Transfer	Payroll Transfer 7/24/26	-3,100.00	328,437.73
07/25/2026	Singh Operational Services, Inc	Inv # 30202-3514/ SOS Additional Work	-62.37	328,375.36
07/25/2026	Singh Operational Services, Inc	Inv # 30202-3489/ SOS Additional Work	-262.27	328,113.09
07/27/2026	Deposit	5666	263.15	328,376.24

8:19 AM

08/14/26

Accrual Basis

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

Date	Name	Memo	Amount	Balance
07/27/2026	Deposit	5668	251.15	328,627.39
07/27/2026	Deposit	5670	988.80	329,616.19
07/28/2026	Deposit	5671	768.52	330,384.71
07/28/2026	Deposit	5675	531.70	330,916.41
07/28/2026	PNC Bank	Credit Card Pmt 7/28/26	-10,010.50	320,905.91
07/29/2026	Deposit	5645	2,793.02	323,698.93
07/29/2026	Deposit	5654	31,876.73	355,575.66
07/29/2026	Deposit	5676	263.15	355,838.81
07/29/2026	Deposit	5677	298.45	356,137.26
07/30/2026	Deposit	5682	281.15	356,418.41
07/31/2026	Deposit	5683	816.60	357,235.01
07/31/2026	Transfer	Transfer payroll 07/31/26	-3,000.00	354,235.01
Total 129 · FBW UTILITY OPERATING ACC 1996			220,504.93	354,235.01
Total 120 · Water & Sewer Fund			220,504.93	354,235.01
Total 100 · CASH & EQUIVALENTS			220,504.93	354,235.01
TOTAL			220,504.93	354,235.01

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 14 Aug 26

GENERAL FUND

1) Operating Account: \$124,483.00

The following accounts are restricted for designated, specific purposes

2) Capital Improvement Account: \$35,180.00

3) Highway User Fee Account: \$203,956.00

4) Speed Camera Account: \$15,376.00

5) Reserve Account: \$ 535,387.00

TOTAL: \$ 914,382.00

WATER FUND

- 1) Operating Account; \$52,980.00

The following accounts are restricted for designated, specific purposes

- 2) Capital Improvement Account: \$ 184,240.00
- 3) Reserve Account: \$ 12,704.00

TOTAL: \$ 249,924.00

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

SEWER FUND

- 1) Operating Account: \$52,980.00

The following accounts are restricted for designated, specific purposes

- 2) Capital Improvement Account: \$ 683,051.00
- 3) Reserve Account: \$ 177,926.00

TOTAL: \$ 913,957.00

TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,078,263.00

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP
As of 7 Aug 26

INTEREST RATE: 3.73% as of 7 Aug 26

INVESTMENT INCOME/FY 27

	Monthly	Year to Date/YTD
General Fund:	\$2,252.98	\$2,252.98
Water Fund:	\$ 614.44	\$ 614.44
Sewer Fund:	\$2,252.98	\$2,252.98
Grand Total:	\$5,120.40	\$5,120.40

Interest Earned Per Month:

Total Interest Earned/FY 27: \$5,120.40

Total Interest Income since Inception (18 Apr 23): \$304,259.71

3.73%

TOWN OF PITTSVILLE
CUSTODY STATEMENT

Account number 20-46-005-***4894

July 1, 2026 - July 31, 2026

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Summary

Change in account value

	This period	From Jul. 1, 2026
Beginning account value	\$1,621,311.14	\$1,621,311.14
Additions		
Investment income	\$5,120.40	\$5,120.40
Ending account value	\$1,626,431.54	\$1,626,431.54

Investment income summary

	This period	From Jul. 1, 2026	Estimated annual income	Accrued income this period
Income-cash and cash equivalents	\$5,120.40	\$5,120.40	\$60,202.53	-
Total	\$5,120.40	\$5,120.40	\$60,202.53	\$0.00