

MINUTES

CITY OF WESTMINSTER
Mayor and Common Council Meeting
Monday, January 12, 2026, at 7:00 p.m.
City Hall, 1838 Emerald Hill Lane, Westminster, MD 21157
[YouTube Channel Link](#)

CALL TO ORDER

Elected Officials Present: Mayor Becker, Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

Staff Present: Director of Human Resources Brown, Director of Housing Services Brown, Director of Community Planning and Development Depo, Director of Recreation and Parks Gruber, City Administrator Imhulse, Major Jones, Director of Technology Services Moore, Director of Finance Rodgers, and City Attorney Whitworth.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Council President Chiavacci led the Pledge of Allegiance and a moment of silence.

Council President Chiavacci without objection amended the order of the Mayor and Common Council Meeting Agenda of January 12, 2026, to reflect changing the order of items.

ORDINANCE AND RESOLUTIONS

Adoption of Resolution No. 26-08, a Resolution of the Mayor and Common Council of Westminster, Thanking Councilmember Ann Gilbert for Her Service on the Westminster Common Council and Her Contributions to the Westminster Community

A motion was made by Councilmember Dayhoff and seconded by Councilmember Pecoraro for the adoption of Resolution No. 26-08, a Resolution of the Mayor and Common Council of Westminster, Thanking Councilmember Ann Gilbert for her service on the Westminster Common Council and her contributions to the Westminster Community. There was no discussion.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None

Council President Chiavacci requested that Council Member Dayhoff read and present City of Westminster Resolution No. 26-08 to Ann Gilbert.

STATEMENT FOR THE RECORD – CLOSED MEETING OF MONDAY, DECEMBER 8, 2025:

Council President Chiavacci stated in accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of Maryland, and without objection it is noted that the minutes of tonight's meeting reflect that Common Council met in a Closed Meeting on Monday, December 8, 2025, at 4:04 p.m. pursuant to General Provision Art., Section 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; and other personnel matter that affects one or more specific individuals; and (b)(7) to consult with counsel to obtain legal advice.

Motion – Councilmember Pecoraro/Councilmember Hoff
Vote to Close Meeting:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Chiavacci				
Mr. Dayhoff	Yes			
Ms. Gilbert	Yes			
Mr. Hoff	Yes			
Mr. Pecoraro	Yes			
Mayor Becker				

City Attorney Whitworth was also in attendance. The Common Council took no official action during the meeting. The Closed Meeting adjourned at 4:10 p.m.

STATEMENT FOR THE RECORD – CLOSED MEETING OF MONDAY, DECEMBER 8, 2025:

Council President Chiavacci stated that in accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of Maryland, and without objection it is noted that the minutes of tonight’s meeting reflect that Common Council met in a Closed Meeting on Monday, December 8, 2025, at 8:31 p.m. pursuant to General Provision Art., Section 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; and other personnel matter that affects one or more specific individuals; and (b)(7) to consult with counsel to obtain legal advice.

Motion – Councilmember Pecoraro/Councilmember Hoff
Vote to Close Meeting:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Chiavacci				
Mr. Dayhoff	Yes			
Ms. Gilbert	Yes			
Mr. Hoff	Yes			
Mr. Pecoraro	Yes			
Mayor Becker				

City Attorney Whitworth and invited staff members were also in attendance. The Common Council took no official action during the meeting. The Closed Meeting adjourned at 9:04 p.m.

PRESENTATION

MAGIC Quarterly Report – Kim Samuelson, Executive Director

Ms. Kim Samuelson, MAGIC Executive Director presented the FY25 Overview update (July – December 2025) for MAGIC.

COMMITTEE APPOINTMENTS

Robert Peeples Jr., Amanda McGuire, and James Kunz – Board of Elections

Councilmember Pecoraro motioned, seconded by Councilmember Dayhoff, to accept the Mayor’s nomination for the appointments of Robert Peeples Jr, Amanda McGuire, and James Kunz to the City of Westminster’s Board of Elections Commission each for a two-year term ending on February 14, 2028. There was no discussion.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

MCDANIEL COLLEGE UPDATE

Mr. David Sears, Vice President of Institutional Advancement with McDaniel College, provided an update from McDaniel College.

APPROVAL OF MINUTES

A motion was made by Councilmember Dayhoff and seconded by Councilmember Pecoraro to approve the Special Mayor and Common Council Meeting minutes of December 8, 2025, and the Mayor and Common Council Meeting minutes of December 8, 2025.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

CONSENT CALENDAR

A motion was made by Councilmember Dayhoff and seconded by Councilmember Pecoraro to approve the consent calendar that consisted of the following: Approval of Departmental Operating Report – November 2025; Approval to waive the competitive procurement for good cause, under the City of Westminster Code Chapter 36 “Procurement and Contracts” Subsection 36-4 Specific Regulations and to authorize the purchase of seven (7) Crosswalk Warning Systems from Control Technologies in the amount of \$58,139.00; and Approval to Waive the Competitive Procurement for good cause, under the City of Westminster Code Chapter 36 “Procurement and Contracts” Subsection 36-4 Specific Regulations and to authorize the purchase of Force America Hydraulic Systems Upgrades from RMS Truck Bodies in the amount of \$79,000.00.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

REPORT FROM MAYOR

Mayor Becker noted a few events and meetings she attended prior to the end of the year. Mayor Becker noted she was excited to start the new year and noted a few City projects that were underway.

REPORTS FROM COMMITTEES

Council President Chiavacci, on behalf of the Public Safety Committee, reported in December 2025 the Westminster Police Department held a promotional ceremony recognizing ten well deserving advancements with the agency. Council President Chiavacci also noted that on December 25, 2025, that several officers demonstrated exceptional courage and teamwork during a residential structure fire.

COUNCIL COMMENTS AND DISCUSSION

There were no comments made by the Common Council.

ORDINANCE AND RESOLUTIONS

Introduction of Resolution No. 26-01 (Annexation 88), Route309, LLC Petition for Annexation Enlarging the Corporate Boundaries of the City of Westminster by Annexing into the City Certain Property Containing ± 2.49 Acres, Contiguous and Adjoining to the City’s Existing Corporate Boundaries, Consisting of Real Property Identified as Tax Account Number 07-111932, Map 0045, Grid 0015, Parcel 0539 Director of Community Planning and Development Depo provided the staff report and responded to questions of clarification given by the Mayor and Common Council.

A motion was made by Councilmember Pecoraro and seconded by Councilmember Dayhoff to introduce Resolution No. 26-01 (Annexation 88), Route309, LLC Petition for Annexation Enlarging the Corporate Boundaries of the City of Westminster by Annexing into the City Certain Property Containing

± 2.49 Acres, Contiguous and Adjoining to the City's Existing Corporate Boundaries, Consisting of Real Property Identified as Tax Account Number 07-111932, Map 0045, Grid 0015, Parcel 0539.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

Adoption of Resolution No. 26-06, a Resolution of the Mayor and Common Council of Westminster, Amending the City's General Fee Schedule for Governmental and Proprietary Functions of the City with Respect to Fees Charged for Use of Summer Camps and Family Fitness Center.

A motion was made by Councilmember Pecoraro and seconded by Councilmember Dayhoff to adopt Resolution No. 26-06, a Resolution of the Mayor and Common Council of Westminster, amending the City's General Fee Schedule for Governmental and Proprietary Functions of the City with respect to fees charged for use of Summer Camps and Family Fitness Center. Director of Recreation and Parks Gruber provided the staff report and responded to questions of clarification given by the Mayor and Common Council

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

Adoption of Resolution No. 26-05, a Resolution of the Mayor and Common Council of Westminster Declaring a Vacancy on the Common Council and Establishing the Process and Timeline to Fill the Vacancy

A motion was made by Councilmember Dayhoff and seconded by Councilmember Pecoraro to adopt Resolution No. 26-05, a Resolution of the Mayor and Common Council of Westminster Declaring a Vacancy on the Common Council and Establishing the Process and Timeline to Fill the Vacancy. City Administrator Imhulse provided the staff report. There was no discussion.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

Adoption of Resolution No. 26-07, a Resolution of the Mayor and Common Council of Westminster Making a Declaration of Official Intent Regarding the Mayor and Common Council of Westminster's Reasonable Expectation to Reimburse from Proceeds of a Future Borrowing Project Expenditures made in Connection with a Project Identified herein as the "Westminster Water Reuse Project" and Generally Relating Thereto.

City Administrator Imhulse provided the staff report and responded to questions of clarification given by the Mayor and Common Council.

A motion was made by Councilmember Dayhoff and seconded by Councilmember Pecoraro to adopt Resolution No. 26-07, a Resolution of the Mayor and Common Council of Westminster Making a Declaration of Official Intent Regarding the Mayor and Common Council of Westminster's Reasonable Expectation to Reimburse from Proceeds of a Future Borrowing Project Expenditures made in Connection with a Project Identified herein as the "Westminster Water Reuse Project" and Generally Relating Thereto.

VOTE

AYES: Council President Chiavacci, Councilmember Dayhoff, and Councilmember Pecoraro.

NAYS: None.

UNFINISHED BUSINESS

There was no unfinished business to be discussed by the Mayor and Common Council.

NEW BUSINESS

There was no new business to be discussed by the Mayor and Common Council.

DEPARTMENTAL REPORTS

Administration

City Administrator Imhulse wished everyone a Happy New Year.

Public Works

City Administrator Imhulse noted that at the intersection of Maryland Avenue and Main Street a new crosswalk has been installed with the McDaniel College logo. City Administrator Imhulse closed her report by thanking the Department of Public Works staff for all their work during the recent weather events.

Recreation and Parks

Director of Recreation and Parks Gruber reported that the department was preparing for the 2026 event season.

Housing Services

Director of Housing Services Brown provided a status update on the programs that are managed by the department.

Technology Services

Director of Technology Services Moore provided an update to projects and day-to-day activities that the IT Department are managing.

Community Planning and Development

Director of Community Planning and Development reported on the following:

The Board of Zoning Appeals meeting on January 6, 2026, meeting was cancelled as there were no applications before the Board.

The Historic District Commission's January 7, 2026, meeting was cancelled as there were no applications before the Commission.

The Planning and Zoning Commission's January 15, 2026, meeting has been rescheduled to January 22, 2026. The Commission is tentatively scheduled to review: Site Plan S-24-0032, Westminster Elementary School, to construct a 3,592 square foot addition.

Finance

Director of Finance Rodgers provided an update on the department's work in preparation for the upcoming FY27 Budget.

Westminster Police Department (WPD)

Major Jones reported on the hiring of new lateral officers: Officer Schauf and Officer Burns to the City of Westminster Police Department.

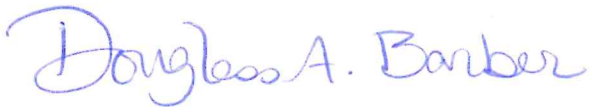
CITIZEN COMMENTS

Ms. Debby DePalmer, addressed the Mayor and Common Council regarding Jones Manor (136 East Main Street).

ADJOURNMENT

Council President Chiavacci announced that the next meeting of the Mayor and Common Council would be held on Monday, January 26, 2026, at 7:00 p.m. He adjourned the meeting at 8:32 p.m.

Respectfully Submitted,



Douglass A. Barber, MMC
City Clerk

Full audio version is available on www.westminstermd.gov

Adopted by the City of Westminster Common Council on February 9, 2026.