

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
January 27, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, January 27, 2021, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, John Zimmerman, and Michael Bailey, Planning and Zoning Administrator Susan Hauver, Public Works Director Joseph Birch, Town Manager Sean Williams, Communication Specialist Samantha Fowle, and 6 citizens. Commissioner Michael McNiesh joined the meeting via phone. The meeting was also streamed on Facebook Live.

The meeting was called to order with the Pledge of Allegiance and a moment of silence was made for the victims of COVID and Public Works staff.

1. MS4 UPDATE

Andrew Tuleya presented general information about MS4 and the need for the Town to comply with mandates from Maryland State. There was an extended conversation regarding general information, education, and the steps the Town has taken so far to meet the expectations. Over the next four years, there will be several potential projects that will need to be completed by the Town to meet the requirements. A future workshop was requested to further discuss potential options.

2. MINUTES

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to approve the Town meeting meetings of January 13, 2021. The motion passed by a vote of 4-0.

3. GVAA USAGE AGREEMENT UPDATE

There was a brief discussion regarding the proposed updates to the usage agreement between the Glade Valley Athletic Association and the Town. GVAA will require time to review the agreement and discuss any potential concerns with the Parks Commission. The agreement was put on hold until those steps are taken.

4. INTRODUCTION OF ORDINANCE 2021-01

Ordinance 2021-01 was discussed by Burgess Chad Weddle to make changes to Chapter 22 Absentee Ballots to confirm with the State of Maryland Local Government Article 4-108 allowing qualified voters to vote without requiring a reason.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to introduce Ordinance 2021-01. The motion passed by a vote of 4-0.

5. INTRODUCTION OF RESOLUTION 2021-01

Resolution 2021-01 was discussed by Burgess Chad Weddle to amend Town Charter C7-9 to have polls open from 11 AM to 7 PM for the September 2021 elections. Normally polls are open from 7 AM until 8PM, but the change was proposed due to the COVID-19 pandemic and Governor Hogan's State of Emergency.

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to introduce Resolution 2021-01. The motion passed by a vote of 4-0.

6. CODE ENFORCEMENT UPDATE

Town Manager Sean Williams discussed the large number of applicants for the open Code Enforcement Officer position with the Town. The job listing will remain open until Friday and then interviews will be scheduled starting the following week. Commissioners will be offered the opportunity to sit in on the second round of interviews.

7. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to pay the bills submitted for the time period. The motion passes 4-0.

8. COMMISSIONERS' CONCERNS

Public Works Director Joseph Birch advised the Heritage Building has been completed after a few concerns were addressed by the contractor.

Director Birch described the work done to pretreat the roads for the minor weather event that occurred earlier in the week. He advised Town staff would be ready for the upcoming event, as well.

Director Birch provided a cost estimate for the crosswalks previously discussed on Glade Road between Winter Brook and Longley Green. Options were provided for adding the crosswalks (\$1992.20) or also adding the ADA compliant ramp at the corner of Silver Stone Drive (an additional \$2243). There was discussion regarding the proposed costs. Town staff would be able to install the crosswalks, but the ADA ramp would need to be contracted out.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to fund the costs of installing the two crosswalks and ADA compliant ramp. The motion passes 4-0.

Director Birch advised Frederick County will be installing six signs on Devilbiss Bridge Road stating "Bicycles may use full lane" from MD 194 to Dublin Road.

Planning and Zoning Administrator Susan Hauver advised the site plan for the proposed Dollar General was reviewed the previous evening at the Planning Commission meeting. There was a vote to continue the review. There were concerns made of possible road improvements near the site.

Town Manager Sean Williams discussed potential fixes to the audio equipment for broadcasting meetings.

Manager Williams also discussed the Town website redesign. Options have been provided, but will likely need to be considered for the future budget.

Commissioner Tom Gilbert expressed potential concerns regarding the grading near the new Heritage Building.

Commissioner Gilbert requested the need to look at the Heritage paths and discuss potential changes with the removal of the bridge. Commissioner Brodie-Ennis and Burgess Weddle agreed stating there is a need to have the group review the paths and also walk through the Heritage Building.

Commissioner Gilbert also indicated the potential need to make changes to the intersection of Sand Stone and MD 194. The potential Dollar General may be required to address the issue with signage prohibiting left hand turns on to MD 194.

Commissioner John Zimmerman inquired if the final blacktop was completed at the Heritage Building. Public Works Director Joseph Birch confirmed it had been.

Commissioner Mary Ann Brodie-Ennis inquired about potential dates of the walkthrough of the new Heritage Building and paths at Heritage. Possible dates will be discussed in the future.

Commissioner Brodie-Ennis inquired about reinstalling a damaged "Children at Play" sign in Glade Towne. Director Birch advised he will address the issue.

Commissioner Brodie-Ennis thanked Susan Hauver and the Planning Commission for their hard work on the review of the Dollar General site plan and considering the safety of the Town residents.

Commission Brodie-Ennis inquired if the website redesign should be discussed for this budget or next budget. The website should be a future budget consideration, but picking out the best option could occur in the near future.

Commissioner Brodie-Ennis mentioned researching the costs of a potential dog park.

Commissioner Michael Bailey thanked the Planning Commission for their hard work and consideration of concerns brought forward by residents of Victoria Park.

Commissioner Bailey discussed concerns brought forward by the HOA of Mill Run requesting an extension on time period to fix a sink hole on the property and financial assistance for the work needed to be performed. The HOA acknowledged that they are already over the 45-day period provided by the Town to address the issue.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to grant a 45-day extension starting January 27th provided the HOA put up stakes and a snow barrier by February 1st. The motion passes 4-0.

There was discussion regarding financial assistance, Town Code, and a potential loan that may be considered in the future. The HOA will discuss financial concerns and provide additional information to Commissioner Bailey for future discussion. Director Birch advised he will notify the HOA of the granted extension tomorrow.

Commissioner Michael McNiesh advised the Planning Commission is doing a great job.

Commissioner McNiesh was pleased to hear that the audio concerns are being addressed.

9. PUBLIC COMMENTS AND CONCERNS / WATERSHED UPDATE

There were no public comments or concerns.

ANNOUNCEMENTS (unless changed/cancelled due to Gov. Hogan/CDC recommendations):

- Weds., Feb. 3, 7:30 – Parks Meeting
- Weds., Feb. 10, 7:30 – Town Meeting
- Mon., Feb. 15 – Presidents' Day – Town Hall Closed
- Tues., Feb. 23, 7:30 – Planning Meeting
- Wed., Feb. 24, 7:30 – Town Meeting

Meeting adjourned at 9:10 p.m.

Sean Williams, Town Manager