

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
February 24, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, February 24, 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, and 4 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 now more than 500,000 victims of COVID.

1. MINUTES

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to approve the Town meeting minutes of February 10, 2021. The motion passed by a vote of 4-0.

2. FREDERICK SUMMER SOLSTICE RACE – ALEX YOUNG

Alex Young of the Frederick Steeplechasers Runners Club discussed the scheduled June 19th Frederick Summer Solstice 8K to take place in Walkersville 7:30 P.M. – 9 P.M. Mr. Young presented information about the route the runners will take (Frederick Street, Glade Road, and parts of Devilbiss Bridge Road), discussed concerns with COVID, and requested some roads will need to be closed for the race. Insurance information will be provided to the Town. All proceeds will benefit Blessings with a Backpack.

Commissioner Tom Gilbert made a motion, seconded by Commissioner John Zimmerman to allow the specified roads be closed for the Summer Solstice Race. The motion passed by a vote of 4-0.

3. PUBLIC HEARING ORDINANCE 2021-01 – ABSENTEE BALLOTS

There were no comments from the public regarding Ordinance 2021-01 that will allow any qualified registered voter to vote by absentee ballot without requiring a reason.

Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to adopt Ordinance 2021-01. The motion passed by a vote of 4-0.

4. PUBLIC HEARING RESOLUTION 2021-01 – POLLING TIME CHANGE

There were no comments from the public regarding Resolution 2021-01 that will alter the polling time for the 2021 election to 11 A.M. until 7 P.M. due to the COVID pandemic. Commissioner Michael Bailey had concerns that working individuals may not be able to vote in person with the restricted time change. The application for an absentee ballot was also briefly reviewed.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to adopt Resolution 2021-01. The motion passed by a vote of 3-1, with Commissioner Michael Bailey in opposition.

5. PROJECT OPEN SPACE GRANT DISCUSSION

A discussion was held regarding the upcoming deadline to submit requests for ideas for improvements to the Town's parks through project Open Space. Commissioner Mary Ann Brodie-Ennis advised the Parks Commission would be discussing the grant at the next Parks Meeting. A request for ideas was extended to citizens of the Town.

6. GVAA USAGE AGREEMENT

Michelle Fyock, President of the Glade Valley Athletic Association advised GVAA accepted the terms of the usage agreement. The contract between the Town and GVAA will be signed in the near future.

7. CLEANING CONTRACT

Town Manager Sean Williams advised the current cleaning contract for Town Hall and The Manor House will soon expire. Mitchell's Property Service Company holds the current contract and is willing to renew at the same price. An ad was placed in the Frederick Post inviting any additional companies that may be interested in bidding on the contract. More information will be known by the first Town Meeting in March.

8. 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.

9. COMMISSIONERS' CONCERNS

Burgess Chad Weddle advised Walkersville received a certificate from the United States Government for making the 2020 Census successful. Participating in the census is important and the citizens of Walkersville did a good job.

Burgess Weddle thanked Public Works for all their hard work with the recent snow/ice events. This sentiment was echoed by all Commissioners during their comments.

Commissioner Michael Bailey thanked the Planning Commission on taking the time to consider resident concerns with their recent decision on Dollar General construction.

Commissioner Bailey also recently emailed Potomac Edison in the hopes of speeding up the repair of the two damaged street lights on Sandstone Drive.

Commissioner Mary Ann Brodie-Ennis thanked Public Works for the fast response on repairing the water main leak on Challedon Drive.

Commissioner Brodie-Ennis also thanked Town Staff for attending the tour of Heritage Building on Saturday.

Commissioner Brodie-Ennis also advised a draft of the building usage agreement for the Heritage Building will be completed for staff and the Parks Commission to review in the near future.

Commissioner Tom Gilbert advised the Fire and Rescue Companies will be restarting Bingo on Thursday, March 4th.

Commissioner Gilbert was thankful of the recent MS4 presentation and warned of the need for the Town to be aware of future spending needs for the program.

Commissioner Gilbert advised the GVAA football program is looking for a place to meet with the directors outside of individuals homes. Town Hall is still closed for such meetings at this time.

Commissioner Gilbert received concerns from an individual of Colony Village regarding vehicles parking on both sides of Glade Road, requesting Director of Public Works Joe Birch investigate the possibility of moving the dividing line of the street more to the center of the road.

Commissioner Michael McNiesh reminded the Town of how fortunate we are to have such a good Water Plant as he is currently located in an area that is requiring residents to boil water.

Commissioner McNiesh inquired about an upcoming budget workshop. The plan is to have that workshop in April.

Commissioner McNiesh inquired about the redesign of Town Hall. Town Manager Williams advised several preliminary meetings have taken place and more information will be forthcoming.

Commissioner McNiesh advised his return date will be pushed until late August due to delays in schooling caused by the weather and water issues in Texas.

Commissioner Tom Gilbert advised the Dollar General site plan was approved the previous night. One of the stipulations was for the developer to provide street striping to prevent left hand turns from Sandstone Drive on to MD 194. There will be a public works agreement made in the future for approval by the Burgess and Commissioners.

Commissioner Michael Bailey requested a financial report for the Water Fund for the past year.

Burgess Chad Weddle thanked the citizens that make up our Commissioners and sit on the Town Boards to uphold the laws and Town Code to make Walkersville great. Burgess Weddle acknowledged the frustration of some on social media regarding the Dollar General, but reminded everyone that all rules and regulations were followed correctly.

Public Works Director Joe Birch discussed the recent snow events and use of 300 tons of salt for keeping the streets clear of ice.

Director Birch advised a new railroad crossing will be installed at Devilbiss Bridge Road in early June. The road will need to be closed for approximately five days during construction.

Director Birch advised of new signage installed at Heritage Park to allow vehicles to turn left to the Heritage Building, two new Do Not Enter signs just beyond the parking lot of the Heritage Building and a new Project Open Space sign was installed on the Heritage Building.

ECM was notified of the need to schedule the repaving of Biggs Ford Road hopefully in April.

The thermal striping has been ordered for the new crosswalks at Longley Green and Winter Brook. There will also be a new ADA ramp installed by a contractor at Winter Brook in the near future. That cost will be slightly increased by approximately \$1,000 over the cost originally approved by the Commissioners.

DPW has a few minor projects to complete at Heritage Building before it can be opened. The dumpster will also need to be relocated closer to the building.

Planning and Zoning Administrator Susan Hauver advised the site plan for Dollar General was approved the previous night.

Administrator Hauver advised a temporary storage container was approved to be installed at Marsala's Restaurant once a permit is obtained for renovations to the property.

Administrator Hauver informed everyone that the upcoming Zoning Workshop on March 9th will include presentations by property owners interested in requesting rezoning of their properties.

Town Manager Sean Williams advised the new server at Town Hall is being installed.

Town Manager Williams advised new audio and video equipment is being installed and the Town will hopefully be moving away from Facebook for meetings.

10. PUBLIC COMMENTS AND CONCERNS / WATERSHED UPDATE

David Ennis of 118 Challedon Drive thanked Public Works for all their hard work removing snow and working around vehicles parked on the street.

Ron Layman of 24 W. Frederick Street advised the Burgess and Commissioners that the Watershed is being surveyed, but the weather has delayed them some. Mr. Layman also raised concerns over the lack of cleaning of the Manor House.

A resident of 204 Heritage Court advised they are having issues with trash not being picked up at their home. The trash was eventually picked up at the home, but the resident is concerned their home may be getting skipped intentionally. Town Manager Williams will follow up in the future.

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

- Weds., Mar. 3, 7:30 – Parks Meeting
- Tues., Mar. 9, 7:30 – Planning Workshop
- Weds., Mar. 10, 7:30 – Town Meeting
- Tues., Mar. 23, 7:30 – Planning Meeting
- Wed., Mar. 24, 7:30 – Town Meeting

Burgess Weddle requested a closed meeting regarding acquisition of property for public purpose, consult with staff about pending or potential litigation, and to discuss public security/cyber security.

Commissioner Michael Bailey motioned seconded by Commissioner Mary Ann Brodie-Ennis to have a closed meeting. The motion passed 4-0.

Meeting adjourned at 8:35 p.m.

Sean Williams, Town Manager