

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
May 26, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, May 26, 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, Communications Specialist Samantha Fowle, Public Works Director Joseph Birch, Town Manager Sean Williams, and a total of six 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 prayer.

1. MINUTES

Commissioner Tom Gilbert made a motion, seconded by Commissioner John Zimmerman to approve the Town meeting minutes with corrections of May 12, 2021. The motion passed by a vote of 4-0.

2. PUBLIC HEARING ON TAX RATE

Burgess Chad Weddle explained the Town currently has a tax rate of \$.1400 per \$100 and opened the public hearing. There were no public comments from citizens at the meeting, however Burgess Weddle read a letter submitted by Galen Mayfield supporting the idea of keeping the current tax rate.

Commissioner Mary Ann Brodie Ennis made a motion, seconded by Commissioner Michael Bailey to have the public tax rate remain at .14 per \$100. There was no discussion. The motion passed 4-0.

3. PUBLIC HEARING ORDINANCE 2021-03 - GENERAL FUND BUDGET

There were no public comments on Ordinance 2021-03.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to adopt Ordinance 2021-03, General Budget. Commissioner Bailey raised concerns about spending for future budgets. The motion passed 4-0.

4. PUBLIC HEARING ORDINANCE 2021-04 – WATER FUND

There were no public comments on Ordinance 2021-04.

Commissioner Tom Gilbert made a motion, seconded by Commissioner John Zimmerman to adopt Ordinance 2021-04, Water Budget. Commissioner Michael Bailey expressed concerns about needing to raise rates as operating costs continue to increase. The motion passed 4-0.

5. AWARD SPRING GARDEN ESTATES WATER MAIN REPLACEMENT ENGINEERING

Public Works Director Joe Birch described the various engineering proposals received for the water main replacement of Spring Garden Estates. Dir. Birch recommended Daft McCune Walker for the job based on the proposal they submitted, the design reviews and the design schedule submitted. There was discussion about the bids (Fox and Associates, \$36,490, O'Connell Lawrence Olney \$56,100, Arro \$65,500, Daft McCune Walker \$80,000, and Wilson T. Ballard \$126,280.38) and reasons provided for recommending DMW.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Tom Gilbert to award the Spring Garden Estates Water Main Replacement to DMW for \$80,000. Commissioner Michael Bailey inquired about the original projected cost of the engineering design and was advised the total was \$125,000. The motion passes 4-0.

6. APPOINTMENT OF ELECTION SUPERVISORS

Burgess Chad Weddle apologized for the delay in appointing election supervisors, explained the requirements per Town Code and advised all applicants would be reviewed, recommendations be made to the Commissioners via email, and supervisors will be named at the next Town Meeting, June 9th.

7. ACCOUNTS PAYABLE

Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael Bailey to pay the bills submitted for the time period. The motion passed 4-0.

8. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Chad Weddle advised both the Fire Company and Rescue Company wanted to thank the town and each earned \$737 from the weekend shred event.

Burgess Weddle also discussed the successful parade for the Walkersville Senior class and wished them all good luck in their future endeavors.

Public Works Director Joe Birch advised the larger walking path at Heritage is being worked on and may be completed next week.

Dir. Birch advised the installation of the insert valves on MD 194 will begin shortly. The holes will be excavated June 9th and 10th and the valves will be placed June 16th and 17th.

Hydrant flushing will begin in July and take approximately a week.

Three DPW staff will be attending the short course for water operators will occur virtually the week of June 7th.

A leaking hydrant valve was replaced in Deerfield on Monday.

Eight street name signs were replaced at four intersections in Fountain Rock Development. A street sign replacement program will continue to be developed.

Burgess Weddle discussed a citizen concern about possible fixes for the curb near the Library on Polaris Drive. Currently employees of the Library are parking in the area. Burgess Weddle originally suggested painting the curb for no parking, but discussed the idea with Dir. Birch and decided against it. It was agreed to wait as the Library will be opening shortly and the issue may change.

Planning and Zoning Administrator Susan Hauver discussed the work the Planning Commission completed the previous night on the Comprehensive Plan, focused on Old Town. A schedule for the summer was discussed in the hopes of having a draft ready by late August.

Town Manager Sean Williams requested confirmation of the design of the Welcome to Walkersville signs. There was agreement of the design for the signs, but decided to reduce the number of signs to be ordered.

Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael Bailey to order two large signs for MD 194 and one small sign for Biggs Ford Road. The motion passed 4-0.

Manager Williams advised the Town Hall renovation bids will be due tomorrow.

Manager Williams and Dir. Birch will be meeting with JCS at the Whitmore Zimmerman Building to discuss grading issues and grass seeding concerns tomorrow morning.

Manager Williams advised one of the pumps to remove sewage out of Town Hall failed yesterday. There are only two estimates at this time between \$7,500 to \$8,000 to fix the problem, but may be upwards of \$10,000.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to authorize up to \$11,000 to replace the sewage pump at Town Hall. The motion passed 4-0.

Commissioner Michael Bailey thanked Public Works for changing the street signs.

Commissioner Bailey thanked the Fire and Rescue Companies along with the PTA and everyone else involved for the parade and fireworks this past weekend. He proposed the Town consider making this a yearly tradition. Commissioner Michael McNiesh agreed with the proposal of making it a yearly event.

Commissioner Bailey has been attending the Planning Meetings and recent conversations involved potential changes to the Town Code. He asked Administrator Hauver if Code changes needed to be drafted first. It was decided to wait until changes were needed, then potentially drafts could be written.

Commissioner Bailey requested new trees be planted at Gilmore Trout Park replacing those that were previously damaged. Commissioner Brodie-Ennis discussed the option of incorporating the addition of new trees with the tree dedication program or possibly obtaining free trees.

Commissioner Mary Ann Brodie-Ennis inquired about any update on Crum Tower and T-Mobile. Manager Williams advised there has been some positive progress.

Commissioner Brodie-Ennis asked if the Heritage Barn restoration project is completed. There are a few minor items still to address and a final walkthrough has not been completed.

Commissioner Brodie-Ennis requested staff get added to the Maryland Department of Housing and Urban Development in order to be added to an email list regarding potential future grants.

Commissioner Brodie-Ennis met with Brittany Ramsburg about potentially using the Whitmore Zimmerman Building to house the Community Show youth exhibits and potentially putting up a tent for the cake auction. There was additional discussion about using other potential venues (Fire Company) for the Community Show.

Commissioner John Zimmerman inquired with Public Works when they would be crack sealing the roads. Dir. Birch confirmed Public Works will be crack sealing in the near future.

Commissioner Zimmerman asked Administrator Hauver when Dunkin Donuts may be built. There are no specific dates at this time.

Commissioner Mary Ann Brodie-Ennis requested the prioritized list of roads that need fixed from Dir. Birch. He advised the list would be emailed tomorrow.

Commissioner Tom Gilbert thanked Town Staff for getting information out regarding the Senior Tax Credit program.

Commissioner Gilbert also discussed the sidewalk grants being awarded to Frederick County and Emmitsburg for ADA compliant sidewalks and curbs. He requested Town Staff investigate the grants.

Burgess Weddle inquired if the Commissioners would like to be involved in making decisions on June raises for Town Staff. The Commissioners agreed to defer to Burgess Weddle and managers to make those decisions up to 5%.

9. PUBLIC COMMENTS AND CONCERNS / WATERSHED UPDATE

Mason Carter of 137 Polaris Drive advised he sent Burgess Weddle the email regarding the curb at the library and expressed continued concerns with speeding in that area. He did not agree with the assessment that cars parked in the area will slow vehicles down and would be in favor of painting the sidewalk to move vehicles away from the corner. Burgess Weddle thanked Mr. Carter and assured him that we will continue to evaluate the traffic complaint.

Ron Layman of 24 W. Frederick Street advised trees have been planted at the Watershed and he would be willing to provide trees needed for planting at the Parks. Additionally, Handicapped signs have been added to the Watershed as requested.

Paul Carter of 137 Polaris Drive agreed that once the Library opens, the parking issue may improve. He remains concerned that other people will continue parking at the corner, causing a potential risk with cars parked on both sides of the street.

Dick Brady discussed his concerns with the sidewalks that should be in place along Biggs Ford Road for the Parkside Community. While he understands there are numerous issues involved, Mr. Brady stated he does not believe the Town is being aggressive enough in resolving the sidewalk issue and requested action be taken to speed up the process.

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

- Mon., May 31 – Memorial Day – OFFICE CLOSED
- Tues., June 1, 7:30 – Board of Appeals (if needed)
- Weds., June 2, 7:30 – Parks Meeting
- Tues., June 8, 7:30 – Planning Workshop
- Weds., June 9, 7:30 – Town Meeting
- Sat., June 12 – Bulk Trash Collection
- Tues., June 22, 7:30 – Planning Meeting
- Weds., June 23, 7:30 – Town Meeting

Meeting adjourned at 8:42 PM.

Sean Williams, Town Manager