

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
June 9, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, June 9, 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 5 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 Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael Bailey to approve the Town meeting minutes with corrections of May 26, 2021. Commissioner Tom Gilbert asked about the cost of the sewer pump that needs to be replaced at Town Hall. Town Manager Sean Williams advised a replacement pump was located that would be at a much lower cost than first believed. The motion passed by a vote of 4-0.

2. PUBLIC HEARING ON ORDINANCE 2021-05 – ECONOMIC DEVELOPMENT COMMISSION

Commissioner Michael Bailey provided a brief discussion of Ordinance 2021-05 to create an Economic Development Commission. There were no public comments from citizens. Commissioner Tom Gilbert noted a minor grammatical error (53-7 H) and also inquired about compensation for members of the commission. It was agreed that members should be compensated at the same rate of \$40 per meeting similar to other Town Commissions.

Commissioner Michael Bailey made a motion, seconded by Commissioner Tom Gilbert to adopt Ordinance 2021-05, reestablishing the Economic Development Commission. There was no discussion. The motion passed 4-0.

3. APPOINTMENT OF ELECTION SUPERVISORS

Burgess Chad Weddle thanked all the candidates that applied to participate as Election Supervisors in the upcoming September Town Elections. Pursuant to C7-2 of the Town Code, Burgess Weddle requested to appointment Brenda Davis, Ann Moldenhauer, Lauri Gross, Christine Hickle, and Christopher Peterson as Election Supervisors.

Commissioner Michael Bailey made a motion, seconded by Commissioner John Zimmerman to accept the appointment of Election Supervisors of Brenda Davis, Ann Moldenhauer, Lauri Gross, Christine Hickle, and Christopher Peterson. The motion passed 4-0.

4. AWARD TOWN HALL RENOVATION BID

Town Manager Sean Williams summarized the opinion of BFM Architects, provided bid amounts from Boulevard Construction Corp (\$419,986), Contour Construction (\$480,945), Milestone Building Services (\$696,669) and Warner Construction (\$404,000), advised BFM Architects recommended Warner Construction, but acknowledged the duration of 77 days by Warner is ambitious. There was discussion regarding how BFM came to their recommendation, what the \$25,000 allowance on all four bids covered, if the furniture allowance is built in to each phase, potential penalties for work not completed on time, the large variance in duration from all four companies, and descriptions of all five phases of the project. Burgess Weddle proposed waiting until the next Town Meeting to award the renovation bid.

5. REQUEST FOR REDUCTION OF LETTER OF CREDIT – SPRING VIEW ESTATES

Planning and Zoning Administrator Susan Hauver requested the request be delayed until the next Town Meeting.

6. 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.

7. PUBLIC COMMENTS AND CONCERNS / WATERSHED UPDATE

Kevin Conley of 213 Greenwich Drive discussed his interest in a proposed dog park in Walkersville. Mr. Conley has discussed the possible project with citizens, at the Parks Commission, and the Woodsboro-Walkersville Times. He also wanted to make citizens aware that an online petition is available at www.change.org/p/walkersville-dog-park.

Lamar Estridge of 106 Ports Circle requested the Mill Run Community be allowed to close off part of the road for a block party on July 9th from 5 pm until 11 pm. There was discussion about how much of the road would need to be blocked and the location of the tent and party.

Commissioner Michael Bailey, seconded by Commissioner Mary Ann Brodie-Ennis made a motion pursuant to 69-4 of the Town Code to allow Port Circle to be closed July 9th from 4:30 P.M. until 11:00 P.M. where the houses start on the street. Commissioner Michael McNiesh supported the request and suggested a formalized application be created for future requests. The motion passed 3-1, with Commissioner John Zimmerman in opposition.

Donald Schildt of 1 Glade Road:

1. Thanked the Town for supporting the Veterans Committee, the positive turnout at the ARIA memorial ceremony, and thanked Manager Williams for placing the Memorial Day notice in the paper.
2. Mr. Schildt was advised by several residents that they are not in favor of putting any taxpayer money toward sidewalk repair and advised the Town Code states the sidewalk is the homeowner's responsibility.
3. Mr. Schildt requested potential candidates consider listing their party affiliation in the upcoming Town election.
4. Mr. Schildt noted the Town of Thurmont's Channel 99 broadcast is very informative and requested Town staff investigate potential improvements.
5. Mr. Schildt noted the Veterans Committee received no pay and they donate their time.
6. Mr. Schildt expressed concern over drugs in Walkersville and requested the Town consider putting on prevention program at the school.

Commissioners Michael McNiesh, Tom Gilbert, Michael Bailey and Mary Ann Brodie-Ennis all expressed disagreement with candidates potentially listing their party affiliations in the upcoming Town election.

8. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Commissioner Michael Bailey requested the Parks Committee consider a feasibility study regarding adding a dog park.

Commissioner Bailey suggested the Town create "Throwback Thursday" social media posts to promote the Town's history and potentially work with the Historical Society.

Commissioner Bailey inquired if Parks Committee meetings could be broadcast on Facebook similar to Planning and Town Meetings.

Commissioner Tom Gilbert mentioned a letter received from a citizen regarding a high consumption water bill and inquired if Public Works would have the ability to notify citizens of high water usage. Quarterly billing would potentially help and may be a future consideration. Public Works Director advised some meters have a leak indicator and the Town can make a social media post on things to check to prevent high water bills.

Commissioner John Zimmerman noted the entrance to Spring View Estates from Fountain Rock Road was previously open, but has been blocked. He requested Town staff speak with the contractor.

Commissioner Mary Ann Brodie-Ennis thanked Mark Lynch for offering the use of Walker's Overlook for the upcoming Community Show.

Commissioner Brodie-Ennis advised she will attend a meeting tomorrow night with Manager Williams regarding next year's Public Open Space (POS) funds.

Commissioner Brodie-Ennis advised the Parks Commission would be agreeable to meetings being broadcast on social media.

Commissioner Michael Bailey inquired if Community Park could remain open during fireworks displays. He was advised the Fire Marshall required it be closed during fireworks displays.

Commissioner Michael Bailey inquired with the passing of the Economic Develop Commission what steps would next need to take place. Burgess Weddle advised the Ordinance would need to sit 20 days before becoming effective. More discussions will take place regarding filling positions on the Commission.

Commissioner Michael McNiesh was thankful that Park's meetings would be broadcast in the future.

Public Works Director Joe Birch advised the walking paths at Heritage were complete and the new benches would be installed in the next few days.

Dir. Birch asked if the painting of Town Hall stairs should be postponed until after the Town Hall renovations. It was agreed to postpone the painting of the steps.

The project to install insert valves on MD 194 began this week and the valves will be installed next week.

Hydrant flushing will occur in July.

Three staff members are taking the water operator short course.

On June 23rd, a plant walkthrough will occur with M2 Construction

The Marker Flags on the Frisbee Course were all replaced last week.

Town Manager Sean Williams advised the three Welcome to Walkersville signs were ordered.

Manager Williams advised the Heritage Barn stabilization project is completed and a walkthrough would be scheduled in the near future.

Manager Williams advised work will be taking place outside the Whitmore Zimmerman building to address grading and grass concerns. Starting the Week of June 21st, the floor will be fixed inside the building.

Burgess Chad Weddle advised the computer running Walkersville Channel 99 is no longer functioning. Additionally, DirecTV homeowners can not view Channel 99.

Burgess Weddle mentioned the Veterans Committee is not paid because they are not a Commission per Code.

Burgess Weddle requested a closed meeting to consult with staff about pending or potential litigation, to discuss public security/cyber security, and real estate.

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

Burgess Weddle discussed the upcoming Carnival starting July 5th through July 10th. Fireworks will occur on Friday night.

Burgess Weddle requested non-profit organizations that would like the Town to promote an event to create a post that the Town can share instead of having the Town create the content.

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

- Sat., June 12 – Bulk Trash Collection
- Tues., June 22, 7:30 – Planning Meeting
- Weds., June 23, 7:30 – Town Meeting
- Tues., June 29, 7:30 – Planning Workshop
- Mon., July 5, Independence Day Observed - OFFICE CLOSED
- Tues., July 6, 7:30 – Board of Appeals (if needed)
- Tues., July 13, 7:30 – Planning Workshop
- Weds., July 14, 7:30 – Town Meeting
- Tues., July 27, 7:30 – Planning Meeting

Meeting adjourned at 8:35 PM.

Sean Williams, Town Manager