

MINUTES  
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING  
September 8, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, September 8, 2021, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, John Zimmerman, and Michael McNiesh, Public Works Director Joseph Birch, Town Manager Sean Williams, and a total of 6 citizens. The meeting was not streamed on Facebook Live because of technical issues, but the audio was recorded. Commissioner Michael Bailey was not able to attend the meeting.

The meeting was called to order with the Pledge of Allegiance and a special prayer for the Anniversary of 9/11 written by Rev. Jeremy Pridgeon was read.

1. MINUTES

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael McNiesh to approve the Town meeting minutes with corrections of August 25, 2021. The motion passed by a vote of 4-0.*

Burgess Chad Weddle summarized the closed meeting minutes.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to approve the Closed meeting minutes of August 25, 2021. The motion passed by a vote of 4-0.*

2. PUBLIC HEARING OF ORDINANCE 2021-09 - ELECTIONS

There were no public comments from citizens.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael McNiesh to adopt Ordinance 2021-09 amending Chapter 22, adding 22-6 Election Standards to the code. There was no discussion. The motion passed 4-0.*

3. PUBLIC HEARING OF ORDINANCE 2021-10 - ROOSTER

There were no public comments made from citizens at the meeting, but Burgess Weddle read emails sent from two non-Walkersville residents opposing the ordinance.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner John Zimmerman to adopt Ordinance 2021-10 banning roosters in Town. There was a discussion about providing homeowners a grace period of 30 days. The motion passed 4-0.*

4. RESOLUTION 2021-02 9/11 REMEMBRANCE

Burgess Chad Weddle read Resolution 2021-02, a Remembrance of events of 9/11 and encouraging all citizens to fly the American flag at half staff on 9/11. The Resolution was signed by the Burgess and all Commissioners. Burgess Weddle also informed everyone of a 9/11 event that will take place at Town Hall at 9 am on Saturday.

5. RESOLUTION 2021-03 FREDERICK COUNTY GOES PURPLE

Burgess Chad Weddle read Resolution 2021-03 supporting Frederick County Goes Purple. The Resolution was signed by Burgess Weddle and all Commissioners.

6. AWARD LEAK DETECTION CONTRACT

Public Works Director Joseph Birch advised there were two bids provided by M.E. Simpson Co of Valparaiso, IN in the amount of \$11,275 and Fluid Pinpointing Services of Lebanon, PA in the amount of \$26,400. References for both companies were positive. Staff recommended awarding the bid to M.E. Simpson. There was discussion over costs of going over the 41 miles estimated, how often leak detection should occur, and the differences between the two bids.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner John Zimmerman to accept the bid from M.E. Simpson Company in the amount of \$11,275. The vote passed 4-0.*

#### 7. AMERICAN RECUE FUNDS EXPENSE

Burgess Chad Weddle advised he will continue working on forms for citizen's requests for the American Rescue Funds and advertising for positions on the Economic Development Committee. Town Manager Sean Williams requested Funds be spent upgrading four computers needed for the Water Plant. The total cost is \$8,360.72.

#### 8. WHITMORE ZIMMERMAN BUILDING UPDATE

Manager Williams advised the floors in the building will be replaced starting the week of September 20<sup>th</sup> and should take a few days. During a recent conversation with GVAA, cleaning of the Whitmore Zimmerman Building was discussed. The Town recently stopped having Mitchell Cleaning clean the Manor House as the Scouts have taken over that chore, saving \$120 per month. Mitchell Cleaning offered to clean the bathrooms and flooring at the Whitmore Zimmerman building at the cost of \$75 per week.

*Commissioner Mary Ann Brodie-Ennis made the motion, seconded by Commissioner John Zimmerman to have Mitchell Cleaning clean the bathrooms and floors of the Whitmore Zimmerman Building costing \$75 per week. Both Commissioner Tom Gilbert and Michael McNiesh voiced concerns with the use of the Whitmore Zimmerman building remaining exclusive to GVAA and if GVAA will pay for some of the cost. Commissioner Brodie-Ennis discussed the tentative building agreement and advised GVAA will be supplying the cleaning supplies and paper products. The vote passed 3-0 with Commissioner Michael McNiesh abstaining.*

#### 9. WEBSITE/ONLINE CODE DISCUSSION

Manager Williams advised Civic Plus acquired MuniCode the previous week but possible discounts were unknown at this time and the Town continues to wait for a response from Civic Plus. Town staff is leaning toward Civic Plus for website, but no decision was requested until final pricing can be determined. Continued feedback is welcome.

#### 10. 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 passed 4-0.*

#### 11. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Chad Weddle made the Commissioners aware of a request from the Glade Valley Food Bank to have pest control assist with concerns over moths and mice in the garage area. Home Paramount checked the area, made storage recommendations and provided an estimate of \$1040.20 for monthly preventative service to the basement of Town Hall. Burgess Weddle offered to pay the fee for the first year.

Clean Up Week will occur September 27<sup>th</sup> until October 3<sup>rd</sup>.

The Town of Walkersville received the 2021 Water System of the Year award for the State of Maryland.

The Candidates Forum will occur on September 10<sup>th</sup> at 7 pm moderated by Mike Kuster and broadcast at galdevalley.net. Burgess Weddle reminded everyone of the Town election on Monday, September 13<sup>th</sup> 11 am – 7 pm. He hoped the Frederick News Post would cover the upcoming election.

Public Works Director Joseph Birch advised parts for the previously ordered CL17 unit are backordered. Parts for all three water towers have also been ordered.

Proposals for Maple Avenue Engineering will go out this week. We felt it was in the best interest to have an engineer review the project given the results of the poor asphalt conditions.

The rolled curb project at Town Hall was completed.

The new brine applicator was ordered, awaiting arrival.

Hydrant flushing is 70% complete, but being placed on hold given recent rain events.

Director Birch advised he is looking for approval to replace that plastic line on Pennsylvania Drive after numerous leaks. The project would be paid with American Rescue Funds money.

Spring Gardens Water main project is proceeding.

With the recent IDA rain event, Town staff checked all intakes and outflow prior to the event, there was roadway flooding during the event, and streams rose after the event. Challedon Drive and Biggs Ford Road needed to be closed for a period of time.

Storm drain inlet on Pennsylvania Avenue did perfect during IDA rain event.

Director Birch discussed the Glade Road line striping request. There was discussion over not taking any action, moving the center line stripe restricting parking, issues with the existing walkway signs in the road, and having a traffic engineer propose additional options. It was agreed to have a traffic engineer review the concerns and propose possible fixes.

Extending the yellow curb at Frederick Street and Maple Avenue can be addressed, but could lead to complaints from citizens with restricted parking. It was agreed to not take an action at this time.

The decorative bridge at Community Park leading towards Parkside was moved and damaged from the recent storm. The bridge was moved to Public Works for evaluation. There was discussion about potentially replacing the bridge with a flat bridge, having the Scouts involved in creating a replacement, concerns of it being in a flood plain, and possibly building it so it can be moved when flooding issues occur.

Commissioner Tom Gilbert advised of concerns with water runoff after the recent flooding and inquired if the Town was responsible for cleaning up the field beyond Rock Creek School where the water appears to stall. Director Birch advised he would investigate the issue.

Director Birch advised a total of nineteen ash trees at Community Park would be removed later this week.

Commissioner Mary Ann Brodie-Ennis requested the results of the Maple Avenue Road boring study. Director Birch read the results of the testing.

Manager Williams requested funds in the amount of \$7055 be spent for a change order to conduct an engineering study for replacing the five air conditioning units at Town Hall. The previous estimate obtained was between \$50,000-\$80,000.

*Commissioner Mary Ann Brodie-Ennis made a motion, seconded by Commissioner Michael McNiesh to spend \$7055 to conduct the engineering study for replacing the air conditioning units. Commissioner Tom Gilbert requested checking on the potential cost of updating the heating system. The motion passed 4-0.*

Commissioner Michael McNiesh discussed installing a Children at Play sign in the Deerfield development with Town Staff prior to the start of the meeting. The sign will be installed in the near future.

Commissioner McNiesh wished all the candidates good luck next week.

Commissioner McNiesh requested the Town attempt to begin using Channel 99 again. Burgess Weddle advised of computer and equipment issues preventing the use of the platform at this time, but will investigate fixing the problem.

Commissioner Mary Ann Brodie-Ennis advised Parks Commission was cancelled due to IDA, but the next meeting will occur in October. One topic that will be discussed are the memorial benches and memorial trees.

Burgess Weddle advised the Community Show will occur on September 29<sup>th</sup> and 30<sup>th</sup> at the Walkers Overlook.

Commissioner John Zimmerman thanked Town Staff regarding their work during the recent storms.

Commissioner Tom Gilbert requested the donations to the Fire and Rescue Companies be paid soon.

Commissioner Gilbert requested the storm drain on East Frederick Street be addressed by State Highway.

Commissioner Gilbert inquired if the lot at Creamery Park is being used by visitors of the park or residents that live in the area. The parking lot is not locked at night and is being used by residents in the immediate neighborhood.

## 12. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Ron Mallonee of 8 Wyndale Court expressed concerns over the condition of the road surfaces and the expense of fixing the roads. Mr. Mallonee inquired if the American Rescue funds could be used to fix the roads. Burgess Weddle advised the Rescue Funds can not be used towards roads, but a potential infrastructure bill may be passed in the near future.

Ron Layman of 24 W. Frederick Street advised there was no major issues at the watershed from storm IDA. Mr. Layman asked about a potential user's agreement for the Manor House. It was agreed to discuss a user's agreement in the near future.

Donald Schildt of 1 Glade Road advised the bus trip for the Veterans Committee is ready to go. The upcoming picnic is set for September 18<sup>th</sup>. Donations were generated by numerous businesses in Town. Heritage Park prints will be donated to the Committee to be used as gifts.

Donald Schildt inquired if the Town Code restricts fence height to 6 feet. It was confirmed that 6 feet is the current limit.

Shannon Amos of the Walkersville/Woodsboro News Journal introduced herself, thanked everyone who has helped with content and advised they were looking forward to printing their first paper in October.

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

- Mon., Sept. 13, 11:00am – 7:00pm – TOWN ELECTION
- Weds., Sept. 22, 7:30 – Town Meeting
- Mon. Sept. 27 – Sun. Oct 3 – Town Clean Up Week
- Tues., Sept. 28 – Water Disconnects
- Tues., Sept. 28, 7:30 – Planning Meeting
- Tues., Oct. 5, 7:30 – Board of Appeals (if needed)
- Weds., Oct 6, 7:30 – Parks Meeting
- Tues., Oct. 12, 7:30 – Planning Workshop
- Weds., Oct. 13, 7:30 – Town Meeting
- Tues., Oct. 26, 7:30 – Planning Meeting
- Weds., Oct. 27, 7:30 – Town Meeting

Burgess Weddle requested a closed meeting to consult with staff to consider the acquisition of real property for a public purpose.

*Commissioner Tom Gilbert made a motion, seconded by Commissioner Michael McNiesh for a closed meeting. The motion passed 4-0.*

Meeting adjourned at 9:00 PM.

Sean Williams, Town Manager