

MINUTES
WALKERSVILLE BURGESS & COMMISSIONERS TOWN MEETING
September 22, 2021

The Town meeting of the Walkersville Burgess & Commissioners was called to order on Wednesday, September 22, 2021, at 7:30 p.m. Those in attendance included Burgess Chad Weddle, Commissioners Mary Ann Brodie-Ennis, Tom Gilbert, John Zimmerman, Michael Bailey and Michael McNiesh, Planning and Zoning Administrator Susan Hauver, Communications Specialist Samantha Fowle, Public Works Director Joseph Birch, Town Manager Sean Williams, and a total of 7 citizens. The meeting was streamed on the Town's website and Facebook Live.

The meeting was called to order with the Pledge of Allegiance.

1. MINUTES

Commissioner Tom Gilbert made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to approve the Town meeting minutes and the closed meeting minutes of September 8, 2021. The motion passed by a vote of 4-0, with Commissioner Michael Bailey abstaining.

Burgess Chad Weddle summarized the closed meeting minutes.

2. WEBSITE/ONLINE CODE DISCUSSION

Town Manager Sean Williams discussed updated pricing for the various companies involved in both the website and online code options. Uncertainty was noted as CivicPlus recently acquired Municode that could lead to pricing changes. Town Staff is leaning towards CivicPlus for website based on the look on mobile devices, but both CivicPlus and Municode would do a suitable job. Municode and General Code were preferred for online code options by staff. Commissioner Michael Bailey suggested waiting to make a decision for the online code, but requested a decision be made on moving forward with the website change.

Commissioner Michael Bailey made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to move forward with CivicPlus for the Town website. The motion passed by a vote of 5-0.

There was continued discussion regarding the online code update, but it was agreed to wait on making a decision until additional research for potential hidden costs, the differences in yearly hosting costs, and long-term costs.

3. 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 5-0.

4. CHAD UPDATES, STAFF COMMENTS AND COMMISSIONER CONCERNS

Burgess Chad Weddle thanked the Veterans Committee for sponsoring the recent trip to Washington DC and The Veterans Picnic.

Burgess Weddle thanked all those that came out to the 9/11 ceremony at Town Hall with special thanks to Gary Wachter of St. Paul's Lutheran Church, John Grimes of Walkersville United Methodist Church, and Irene Weddle of Glade United Church of Christ for ringing the church bells at the times the planes struck the Twin Towers in New York, the Pentagon, and crashed in Shanksville, PA.

Elected Officials will be sworn in at the October 13, 2021 Town Meeting. Gary Baker resigned his position on the Ethics Commission after being elected to become Commissioner. Positions for the Ethic Commission and Economic Development Commission will be advertised later in the week.

Burgess Weddle provided copies of emails from non-residents in response to the recently passed Rooster Ordinance. The comments were not read as they were received after the public hearing time period.

Public Works Director Joseph Birch advised spraying of the entire town curb & gutter for weeds has been completed, utilizing the new brine applicator which has a hose reel attachment.

The floor work at Whitmore/Zimmerman Building started on the 21st of September should be completed by end of week, we will update staff when completed.

Public Works will start tree trimming town wide, to include street lights that are being blocked by limbs. We are renting a wood chipper at a cost of \$1200.00 for the week. Start date is week of the 27th of September.

The 18 trees are still being removed from community park; they are about ¾ way done.

Installation of the CL17 is still in the works waiting on parts.

All 3 water tanks parts have been ordered for the installation of the new transducers.

Leak Detection has been awarded; waiting to hear back from contractor on setting up a preliminary meeting.

Proposal for Maple Ave engineering firm Pre-bid meeting is 23rd of September 1000hrs.

Hydrant flushing is about 80% complete, Old Towne, Frederick Street and Glade Village are only areas left.

The leaks we have had on Pennsylvania Drive on the short section feeding the 3 house and the RR station building, looking for approval to proceed on getting proposals to replace the water line using ARF monies.

Commissioner Michael McNiesh made a motion, seconded by Commissioner Mary Ann Brodie-Ennis to obtain bids for replacing a water main line on Pennsylvania Dr. The motion passed by a vote of 5-0.

The engineering firm that is completing the Spring Gardens water main replacement staked out the proposed easement. The Town Manager and Public Works will need to reach back out to the resident on acquiring the easement.

Traffic Engineer cost estimate for S. Glade Road from Wilson T. Ballard is an estimate of \$10,000.00-\$16,000.00, depending on the depth of the survey. There was agreement by the Burgess and Commissioners to not move forward with the traffic study.

New 1" Water Service was installed at the Dollar General last week, contractor stated they are looking to be completed by end of October.

New SUV for Town Hall should be in by end of next week 2021 Ford Explorer, no word on the Truck for DPW to date.

Commissioner Tom Gilbert inquired if Public Works had a chance to investigate the issues with the railroad culvert near Community Park. Meetings with the railroad and property owner Ausherman Properties have both been scheduled to address the concerns.

Planning and Zoning Administrator Susan Hauver advised of a potential Board of Appeals case involving a shed application would likely be held October 14 instead of October 5, 2021.

Commissioner Tom Gilbert thanked Donald Schildt for his work on the Veterans bus trip.

Commissioner Gilbert advised of a complaint about speeding on Sherwood Drive and requested placing a speed sign in the area.

Commissioner Gilbert advised of a complaint on Biggs Ford Road about uncut grass on a berm and requested Public Works or Code Enforcement check the area.

Commissioner Gilbert suggested for future elections avoiding having other meetings occur on that day and spaces be reserved for candidates. Commissioner Michael McNiesh also requested the Glade Valley Food Bank not operate on the same day of the election or the election be held on a different day.

Commissioner John Zimmerman inquired about the traffic light on MD 194 and Stauffer Road, asking if the state altered the timer because of traffic backup on Stauffer Road. State Highway will be contacted to investigate the concern.

Commissioner Mary Ann Brodie-Ennis inquired about when the Creamery Park projects may be able to go out to bid. Town staff is working on the requests.

Commissioner Brodie-Ennis advised the Glade Valley Community Services will be holding the annual toy drive out of St. Timothy's this year. Appointments for families that need this service will start being filled soon. Additional information will be provided to Town staff for social media posts.

Commissioner Brodie-Ennis advised the Glade Valley Community Show will occur September 29th and 30th at Walkers Overlook this year.

Commissioner Brodie-Ennis advised of an email complaint from a resident on Challedon Drive involving flooding and inquired if the Town is responsible for cleaning the storm drain. Public Works Director Birch advised the cleaning of the storm drain is the responsibility of the HOA. The Town did previously remove a tree from blocking the drain prior to the latest hurricane.

Commissioner Brodie-Ennis inquired about the status of any MS4 projects. Manager Williams advised public works has worked towards reviewing options, but there are no projects ready to go out to bid.

Commissioner Michael McNiesh thanked the Veterans Commission with their work at the Veterans Picnic.

Commissioner McNiesh thanked Town Staff for installing a "Children at Play" sign as requested.

Commissioner McNiesh expressed concerns over the MS4 project deadlines and inquired about possibly contacting MD State regarding the future deadlines.

Commissioner Michael Bailey expressed interest in extending voting hours for the next election. Burgess Weddle advised the resolution passed for this election will run out before the next election so hours will return to standard election hours.

Commissioner Bailey thanked the Veterans for the work they recently have completed and including the immediate surrounding area of Walkersville.

Commissioner Bailey requested the Town's speed camera be moved to Pennsylvania Avenue in the area of St. Paul's Church. He was also interested in exploring a potential crosswalk and more signage regarding pedestrian crossing.

Commissioner Bailey expressed concerns over rebar supports for some of the telephone poles in Old Town and them being a potential tripping hazard. Dir. Birch advised he would check the area and see what options are available.

Commissioner Bailey expressed interest in running electricity to the barn at Heritage for possible events. Dir. Birch advised Town Staff is not able to do the work, but the project could be put out to bid. There was discussion regarding putting the project on hold and budgeted for next year. Commissioner McNiesh inquired over potential lighting from the Manor House parking lot to the Whitmore Zimmerman Building. Solar powered lighting was discussed as a future project, as well. Commissioner Bailey also expressed concerns over the electrical wire running to the Manor House as it is very low.

5. PUBLIC COMMENTS AND CONCERNS/WATERSHED UPDATE

Chris Torbeck of the Walkersville 4th Annual Christkindlmarkt that would be occurring December 4th at the Glade Valley Church of Christ and Library hopefully between 10 am and 3 pm. Ms. Torbeck asked if the Town would allow a small parade between the Church and Library. Burgess Weddle advised Ms. Torbeck to proceed with planning and make a request once more details are known.

Thomas Miller of 1 Main Street since 1975. He requested a handicapped parking space be placed in front of his home given the congested parking in the area.

Commissioner Michael McNiesh made a motion, seconded by Commissioner Michael Bailey to place an assigned handicapped parking space in front of 1 Main Street. The motion passed by a vote of 5-0.

Bill Butler of the Veterans Committee thanked the Town for support. Mr. Butler advised the Veterans bus trip and Picnic were well attended. Vendors and individuals were very generous to the Veterans Committee and leftover funds may be used for a possible reception after the Veterans Day Ceremony.

Shannon Amos of the Woodsboro/Walkersville News Journal will be printed at the very beginning of October and thanked everyone who has helped with content.

Donald Schildt of 1 Glade Road inquired about a possible Town bus trip to visit the 9/11 site in Shanksville, PA.

Ron Layman of 24 W. Frederick Street advised there are two upcoming camporees at the Watershed in October.

Mr. Layman also expressed concerns over the low hanging wire at the Manor House.

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

- 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

Meeting adjourned at 8:30 PM.

Sean Williams, Town Manager